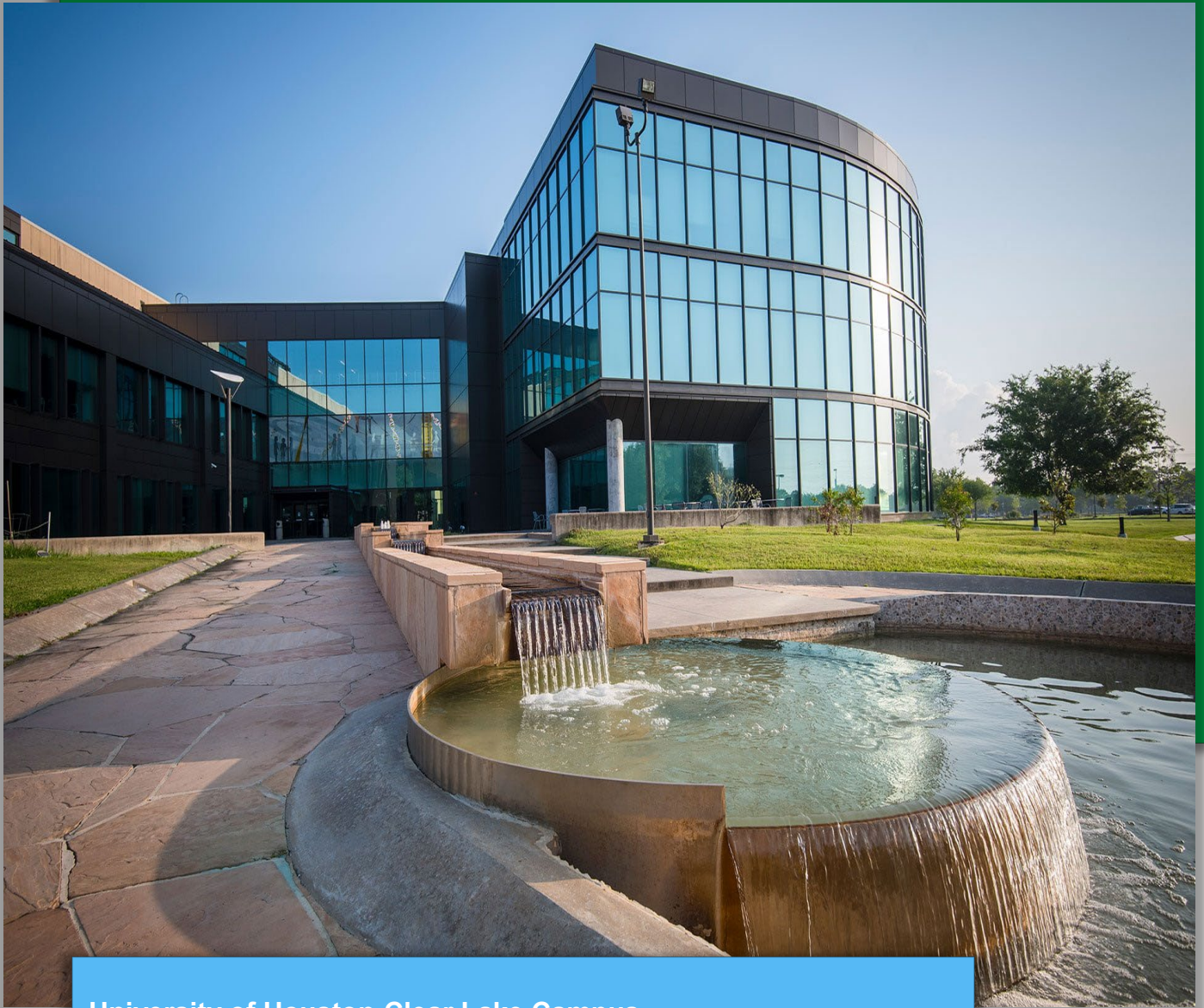


# 2024 Annual Security and Fire Safety Report



University of Houston-Clear Lake Campus  
University of Houston-Clear-Lake, Pearland Campus  
University of Houston-Clear Lake, Texas Medical Center Campus

# Table of Contents

<b>Message from the President</b>	<b>4</b>
<b>Message from the Chief of Police</b>	<b>5</b>
<b>Annual Security Report and Disclosure of Crime Statistics</b>	<b>7</b>
Creation of The Annual Security Report	7
Notice of Availability	7
Annual Campus Security and Fire Safety Report	7
<b>About the University of Houston-Clear Lake Police Department</b>	<b>8</b>
Crime Prevention Programs	8
<b>Reporting Crimes and Other Emergencies</b>	<b>11</b>
Reporting Suspected Crimes to Campus Law Enforcement	11
Voluntary, Confidential Reporting for Inclusion in Annual Security Report	12
Reporting Discrimination and Sexual Discrimination (Title IX)	12
Reporting Non-Criminal Emergency Matters	12
Reporting to Campus Security Authorities	12
Confidential Reporting	12
Anonymous Reporting	12
<b>Sex Offender Registration</b>	<b>12</b>
<b>Timely Warnings</b>	<b>13</b>
<b>Emergency Notification</b>	<b>13</b>
<b>Emergency Response and Evacuation Procedures</b>	<b>13</b>
<b>Security of and Access to Facilities</b>	<b>14</b>
<b>Missing Student Notification</b>	<b>16</b>
<b>Drug and Alcohol Policies</b>	<b>17</b>
Alcohol Policy	17
Drug Policy	17
Substance Abuse Education Programs	17
<b>Sexual Misconduct</b>	<b>18</b>
Prevention and Awareness	18
Safe and Positive Options for Bystander Intervention	21
Information on Risk Reduction	21
Sexual Misconduct Policy Information	22
Consent as Defined Under the Sexual Misconduct Policy	22
Incapacitation under the Sexual Misconduct Policy	23
Medical Assistance	23
Police Assistance	24
Reporting Dating Violence, Domestic Violence, Sexual Assault, Stalking, or other Sexual Misconduct	24
Options for the Involvement of Law Enforcement and Campus Authorities	25
Orders of Protection	25
Confidentiality	25
Assistance to Complainants	25
Supportive Measures	25
Emergency Removal and Leave During Investigation	26
Procedures for Institutional Disciplinary Action of Sexual Misconduct	26
<b>Formal Complaint and Investigation Procedures</b>	<b>26</b>
Step 1: Filing a Formal Complaint	27
Step 2: Written Notice to the Parties	27

Step 3: Response to a Formal Complaint.....	28
Step 4: Informal Resolution (Optional) .....	28
Step 5: Investigation .....	28
Step 6A: Title IX Sexual Misconduct Grievance Procedure .....	28
Step 6B: UH System Sexual Misconduct Grievance Procedure. ....	30
Retaliation Prohibited.....	31
Immunity .....	32
Training of Investigators and Hearing Board Members .....	32
<b>Hazing Prevention and Awareness Statement.....</b>	<b>33</b>
Policy Statement.....	33
Definition of Hazing.....	33
Reporting Incidents.....	33
Investigation Process.....	33
Hazing Awareness and Prevention.....	34
Prevention Strategies .....	34
Applicable Texas State Laws.....	34
<b>Clery Crime Statistics .....</b>	<b>34</b>
Definitions of Clery Act Geography.....	34
Definitions of Reportable Clery Act Crimes .....	35
Primary Crimes .....	35
Violence Against Women Act (VAWA) Crimes .....	36
Hate Crimes.....	36
Arrests and Referrals.....	37
Unfounded Reported Clery Act Crimes .....	37
State Law Definitions .....	37
<b>University of Houston-Clear Lake Campus.....</b>	<b>39</b>
<b>University of Houston-Clear Lake Pearland Campus.....</b>	<b>42</b>
<b>University of Houston-Clear Lake Texas Medical Center Campus.....</b>	<b>45</b>
<b>Annual Fire Safety Report .....</b>	<b>48</b>
<b>Fire Marshal Introduction.....</b>	<b>48</b>
How to Report a Fire.....	48
Notifying University Officials of a Past Fire.....	48
Fire and Life Safety.....	48
Definitions .....	48
Fire Safety Systems and Drills in On-Campus Residential Housing Units.....	49
Portable Electrical Appliances, Smoking, and Open Flames in Residential Housing Facilities .....	49
Evacuation Procedures in Residential Housing in the Event of Fire .....	49
Policies for Fire Safety Education and Training Programs Provided to Students and Employees.....	50
Plans for Future Improvements in Fire Safety .....	50
Fire Log Information.....	50
<b>Enclosure 1: Clery Incident Report Form.....</b>	<b>52</b>
<b>Enclosure 2: UHS Sexual Misconduct Policy.....</b>	<b>54</b>



## Message from the President

Dear University of Houston-Clear Lake Community,

The University of Houston-Clear Lake (UHCL) is committed to fostering a safe, secure, and inclusive environment where our community can learn, work, research, and live. To achieve our goals, everyone in the UHCL community shares responsibility for a commitment to campus safety. This annual report documents crime statistics in and near the University in compliance with Clery Act reporting requirements. It also describes the university's measures to prevent crime, work with victims, and increase care and safety. The 2024 Annual Security and Fire Safety Report contained within these pages includes all Clery Act crime and on-campus resident hall fire statistics for calendar years 2021, 2022, and 2023. UHCL faculty and staff are committed to making the campus a welcoming, safe, and secure learning environment for all members of the community.

Sincerely,

Richard Walker, Ed. D.

*President*



## Message from the Chief of Police



The University of Houston-Clear Lake (UHCL) is committed to providing the members of the campus community and visitors with the safest and most secure environment possible. With this in mind, even the most extensive initiatives cannot succeed without awareness and cooperation from the community members who work, study, and live on campus. This report includes security and safety information for each of the UHCL campuses: UHCL, UHCL Pearland, and UHCL Texas Medical Center.

The Jeanne Clery Disclosure of Campus Security Policy and Campus Crime Statistics Act requires all postsecondary institutions to disclose campus crime statistics and security information. The Act was passed into law in 1990 as the Crime Awareness and Campus Security Act. A 1998 amendment renamed the act the Jeanne Clery Disclosure of Campus Security Policy and

Campus Crime Statistics Act in memory of a student who was slain in her dorm room in 1986 (the catalyst for the original legislation). The Clery Act requires higher education institutions to give timely warnings of crimes that represent a threat to the safety of students or employees and to make public their campus security policies. It also requires the collection, reporting, and dissemination of crime and fire data to the campus community and to the Department of Education. The Clery Act is intended to provide employees, students and their families, and potential employees, students, and families, as higher education consumers, with accurate, complete, and timely information about safety on campus so that they can make informed decisions.

In compliance with this Act, the University's designated Clery Authority is Executive Director, Public Safety/Chief of Police, Russell Miller. Through Chief Miller, the University of Houston-Clear Lake Police Department has produced the Annual Security Report, which contains the aforementioned information. In addition to campus crime and fire statistics, this report is also a resource guide for campus safety services and crime prevention strategies. Inquiries about this report may be directed to Chief Miller at 281-283-2222 or by electronic mail: [Policechief@uhcl.edu](mailto:Policechief@uhcl.edu).

We hope this publication proves helpful and informative.

A handwritten signature in blue ink, appearing to be 'RM' or similar initials.

Russell Miller

*University of Houston-Clear Lake Police Department*

*Executive Director of Public Safety/Chief of Police*







# Annual Security Report and Disclosure of Crime Statistics

In 1990, George H.W. Bush, the 41<sup>st</sup> President of the United States, signed The Crime Awareness and Campus Security Act into law. The Act was designed to assist a campus community in making decisions that affect their personal safety by requiring institutions of higher education to provide certain campus security information to current and prospective students and employees annually on October 1<sup>st</sup>.

The Higher Education Act of 1998 and the subsequent amendments of the implementing regulation (34 C.F.R 668.46) significantly expanded institutions' obligations under the Act. The Act was also renamed the "Jeanne Clery Disclosure of Campus Security Policy and Campus Crime Statistics Act" in honor of a student slain in her dorm room in 1986. The Act is now generally referred to as the Clery Act.

In 2008, the Higher Education Opportunity Act (HEOA) reauthorized and expanded the Higher Education Act of 1965. The HEOA amended the Clery Act and created additional safety and security-related requirements for institutions. In 2013, Barack H. Obama, the 44<sup>th</sup> President of the United States, signed into law a reauthorization of the Violence Against Women Act (VAWA) and included in the reauthorization of the Campus Sexual Violence Elimination Act (Campus Save Act). These additional measures amended and strengthened the Clery Act and provided additional rights to victims of sexual assault, dating violence, domestic violence, and stalking.

The decades-long continued refinement and strengthening of policies meant to protect a university's community and to ensure transparency in all matters that affect the safety and security of students, employees, and visitors is the aim of the Clery Act.

## Creation of The Annual Security Report

Each year, the University of Houston-Clear Lake Police Department, under the supervision of the University of Houston System Clery Act Coordinator, collects, classifies, and counts crime reports, crime statistics, and disciplinary referrals for crimes as specified in the Clery Act that occur (1) on campus; (2) in campus residential housing facilities; (3) within public property, including thoroughfares, streets, sidewalks, and parking facilities, that is within the campus or immediately adjacent to and accessible from the campus; and/or (4) on certain non-campus property.

Once the crime statistics have been gathered from internal university sources and external law enforcement agencies, the crime statistics for the last three years are included in the annual security report containing safety and security policy statements.

## Notice of Availability

## Annual Campus Security and Fire Safety Report

On October 1<sup>st</sup> of each year, an email notification will be sent to all enrolled university students, faculty, staff, and guests with a university email address. The email will include a single-click link to the most recent Annual Campus Security and Fire Safety Report titled for the year of its publishing. The report will include certain crime statistics for the three previous calendar years for crimes reported to have occurred on campus property, on-campus residential housing, certain public property, and at certain non-campus property and buildings owned or controlled by the university.

The report also includes information on pertinent university campus safety and security policies. Further, the report contains information regarding fire protection systems, fire prevention policies, and reported fire statistics in all university residential housing for the three previous calendar years.

A copy of the annual report may also be obtained by contacting the University of Houston-Clear Lake Police Department at 700 E. Bayou Road, Pasadena, Texas 77058, calling 281-283-2222, or by emailing the UHCL-PD non-emergency email address [policechief@uhcl.edu](mailto:policechief@uhcl.edu).

In addition to publishing the annual report on October 1<sup>st</sup>, the University of Houston-Clear Lake reports annual crime and fire statistics to the Department of Education. The statistical information reported is available to the public through the Department's website: [www.ed.gov](http://www.ed.gov).

## About the University of Houston-Clear Lake Police Department

The UHCL Police Department (UHCL-PD) is composed of commissioned police officers who are granted the authority and responsibility to investigate all crimes occurring on the property owned or controlled by the University. As with any University police agency in the State of Texas, our police officers have jurisdiction in any county within the State in which the University has property owned, leased, rented, or otherwise under the control of the institution. The State of Texas fully empowers the UHCL PD officers to stop vehicles, make arrests, and enforce all laws. The UHCL-PD officers provide the same level of service offered by a municipal police department and other services unique to an academic institution. The department operates 24 hours a day, 365 days a year. The department works closely with administrators, students, faculty, and staff to create and maintain a safe environment.

The University of Houston-Clear Lake Police Department has been continuously accredited since 2012. The UHCL Police Department most recently earned accreditation through the prestigious International Association of Campus Law Enforcement Administrators (IACLEA) in 2022. IACLEA is an association that represents campus public safety leaders at more than 1,200 institutions of higher education and offers accreditation to colleges and university law enforcement, security, and public safety departments. IACLEA accreditation constitutes recognition that a department conforms to the highest professional standards for campus law enforcement and protective services. Previously, the department was accredited through CALEA: The Commission on Accreditation of Law Enforcement Agencies.

## Crime Prevention Programs

The University of Houston-Clear Lake offers multiple programs to help inform and assist students and employees about security and safety both on and off campus. Various university departments sponsor crime prevention and awareness programs throughout the year.

### ***Police Department***

#### **Transfer Student Orientation/2-Fall, 2-Spring and 2-Summer Semester:**

##### *Community Outreach/Crime Prevention*

The department delivers a presentation to students explaining the role of the Police Department and the services provided beyond basic crime reporting. Topics include motorist assistance in the form of jump-starting and unlocking vehicles on campus, lost and found, courtesy escorts, Hawk Patrol services, crime prevention programs and training, community outreach events, and the SafeZone app (Download and use information available at <https://www.uhcl.edu/police/safezone>).

#### **Freshman Student Orientation/1-Fall and 1-Spring Semester and 2- Summer Semester:**

##### *Community Outreach/Crime Prevention*

The department delivers a presentation to students explaining the role of the Police Department and the services provided beyond basic crime reporting. Topics include motorist assistance in the form of jump-starting and unlocking vehicles on campus, lost and found, courtesy escorts, Hawk Patrol services, crime prevention programs and training, community outreach events, and the SafeZone app (Download and use information available at <https://www.uhcl.edu/police/safezone>).



### **International Student Orientation/2-Fall, 2-Spring, and 1-Summer Semester;**

#### *Community/Crime Prevention*

The Department delivers a presentation to students explaining the role of the Police Department and the services provided beyond basic crime reporting. Topics include motorist assistance in the form of jump-starting and unlocking vehicles on campus, lost and found, courtesy escorts, Hawk Patrol services, crime prevention program and training, community outreach events, the SafeZone app (Download and use information available at <https://www.uhcl.edu/police/safezone>), and topics that are specific to the safety needs of international students.

### **New Employee Orientation/Monthly:**

#### *Community Outreach/Crime Prevention*

The department delivers a presentation to new employees explaining the role of the Police Department and the services provided beyond basic crime reporting. Topics include motorist assistance in the form of jump-starting and unlocking vehicles on campus, lost and found, courtesy escorts, Hawk Patrol services, crime prevention programs and training, community outreach events, and the SafeZone app (Download and use information available at <https://www.uhcl.edu/police/safezone>).

### **New Student Registration/1-Summer and 1-Fall Semester:**

#### *Community Outreach/Crime Prevention*

The department delivers a presentation to students, families, and guests explaining the role of the Police Department and the services provided beyond basic crime reporting. Topics include motorist assistance in the form of jump-starting and unlocking vehicles on campus, lost and found, courtesy escorts, Hawk Patrol services, crime prevention programs and training, community outreach events, and the SafeZone app (Download and use information available at <https://www.uhcl.edu/police/safezone>).

### **Faculty Resources Fair: 1-Fall Semester**

#### *Community Outreach/Crime Prevention*

The department staffs a table and interacts with new faculty members to explain the role of the Police Department and the services provided beyond basic crime reporting. Topics include motorist assistance in the form of jump-starting and unlocking vehicles on campus, lost and found, courtesy escorts, Hawk Patrol services, the SafeZone app (Download and use information available at <https://www.uhcl.edu/police/safezone>), crime prevention programs and training, and community outreach events, as well as topics that are specific to safety needs of faculty members.

### **Community Outreach Promoting Safety (COPS):**

#### *Crime Prevention*

The department periodically distributes a safety bulletin (safety tips over a variety of safety topics) via e-mail and/or social media to the campus community. Approximately nine safety bulletins were dispersed in 2023.

### **Community Presentations/As requested:**

#### *Community Outreach/Crime Prevention/Drug and Alcohol Abuse Awareness*

Upon request, the department constructs and presents crime prevention and safety presentations to campus living and other departments/grounds. In 2023, the UHCL PD presented two alcohol awareness and one Campus Carry presentation to the residents at University Forest Apartments.

### **C.R.A.S.E./3-Fall, 3-Spring, 3-Summer Semester & As Requested:**

#### *Crime Prevention/Training*

C.R.A.S.E is a civilian response to active shooter events training course. In 2023, the department offered scheduled C.R.A.S.E training to the UHCL community and taught 3 private C.R.A.S.E. sessions for various departments/groups.

### **VIN Etching/3-Fall, 3-Spring and 3-Summer Semester:**

#### *Community Outreach/Crime Prevention*

VIN Etching is a courtesy service the department provides to the campus community to help protect vehicles from theft by permanently etching the VIN on all windows of vehicles.

### **Zumba & Self Defense on 2-22-23:**

#### *Training/Safety & Security*

The Walking Hawks Organization hosts this event in collaboration with the UHCL PD. During this event, a Zumba fitness class is held by a REC instructor, followed by basic self-defense techniques training from the UHCL PD.

### **Dean of Students Lunch and Learn (Reporting) 9-21-23:**

#### *Training/Safety & Security*

The office of the Dean of Students hosts this event. This specific Lunch and Learn was in collaboration with Student Housing, Title IX, and the UHCL PD. The topic of this Lunch and Learn was "Reporting It: How and What to Report." The Community Outreach Officer presented a presentation focusing on when and how to report crimes to the UHCL PD.

### **International Scam Prevention Seminar on 9-21-23**

#### *Crime Prevention*

The Office of International Admissions and Student Services collaborated with the UHCL PD to host this event. During this seminar, the UHCL PD provided crime prevention materials and discussed how to recognize and prevent common fraud and scams.

UHCL PD also hosts and participates in various outreach/engagement activities throughout the year. While many of these events are not geared specifically toward crime prevention, the department often discusses crime prevention tips and advertises our crime prevention programs during these events. This includes events such as Coffee with a Cop, the Police Department Meet and Greet, Welcome Back Bash, National Night Out, Back to School event, open house, Discover UHCL, Hunter Hall housing move-in days, and many others.

### **Other departments that provide programming to the university community include:**

#### **University Forest Apartments**

##### *Security-Related Programs and Notices:*

Per the Campus Living Villages programming structure, we must provide mental health, alcohol awareness, and dating violence/sexual assault-related programs during certain timeframes throughout the year.

##### *Crime Prevention Programs:*

Each month, the UHCL PD has a passive program where we provide health and safety-related tips to our residents via our monthly newsletter. We cover different topics each month to ensure that residents are informed about preventative measures they can take when in danger.

### **Behind Closed Doors on 1-13-23:**

#### *Training/Safety & Security*

Campus Living Representatives collaborated with the UHCL PD to host this event, focusing on teaching Resident Assistants about confrontation, crisis situations, and coping skills. The Resident Assistant participates in role-playing scenarios. A UHCL PD Officer observes the role play and provides positive and constructive feedback. The Officer discusses tips or techniques that are beneficial to the specific scenario.

## Daily Crime Log

The UHCL PD maintains a daily log of all alleged crimes and criminal incidents reported to the university police department. This daily crime log is maintained in the on-campus police department reception area and is available for review 24 hours a day on the UHCL-PD website at <https://www.uhcl.edu/police/reports>

## Local Non-University Law Enforcement Agencies

The UHCL Police Department maintains a close working relationship with multiple police agencies throughout the greater Houston area. These agencies include, but are not limited to, Houston Police Department (HPD), Harris County Sheriff's Office, Pasadena Police Department, Brazoria County Sheriff's Office, Pearland Police Department, Texas Southern University Police Department, Houston Metro Police Department, Houston community college Police Department, Houston Independent School District Police Department, Harris County Constable Offices, Fort Bend County Sheriff's Office, Sugar Land Police Department, the University of Texas Medical Branch Police Department, the University of Houston Police Department and the University of Houston-Downtown Police Department. UHCL PD officers and personnel communicate regularly with these and other police departments in the greater Houston area regarding incidents that occur in and around the University of Houston-Clear Lake campuses and coordinate investigative support and resources as needed. Written Memorandum of Understanding between UH System police agencies, UHCL-PD and multiple outside law enforcement agencies are in place to outline the relationship between agencies for the investigation of alleged criminal offenses.

If investigating alleged criminal activities at non-campus locations of student organizations, local non-university law enforcement agencies will coordinate responses with university police.

## Reporting Crimes and Other Emergencies

### Reporting Suspected Crimes to Campus Law Enforcement

All community members, students, faculty, staff, and guests are encouraged to accurately and promptly report all crimes and public safety-related incidents to the UHCL PD, particularly when the victim of a crime elects to, or is unable to, make such a report. Reports can be made to UHCL PD personnel at each campus location. All reports will be fully investigated to ascertain whether a crime occurred and if there remains a serious or continuing threat to the university community. If such a determination is made, the UHCL Alert System will be activated to notify all impacted portions of the university community.

#### **University of Houston-Clear Lake Campus**

700 E. Bayou Road Pasadena, TX 77058

**281.283.2222** or **911** from a campus phone

**[policechief@uhcl.edu](mailto:policechief@uhcl.edu)**

#### **University of Houston-Clear Lake**

##### **Pearland Campus**

1200 Pearland Parkway Pearland, TX 77581

**281.283.2222** or **911** from a campus phone

**[policechief@uhcl.edu](mailto:policechief@uhcl.edu)**

#### **University of Houston-Clear Lake**

##### **Texas Medical Center Campus**

6624 Fannin Street. 14<sup>th</sup> floor. Houston, TX 77030

**281.283.2222** or **911** from a campus phone

**[policechief@uhcl.edu](mailto:policechief@uhcl.edu)**



## Voluntary, Confidential Reporting for Inclusion in Annual Security Report

Any individual, university student, employee, or guest may file a confidential report of a suspected Clery Act crime at any time through the University of Houston-Clear Lake Police Department's Clery Officer. Voluntary, confidential reports received will be included in the annual security report.

Send Clery Incident Report Form. *See Enclosure 1:* Attn: Clery Compliance Officer – 281.283.2222, 700 E. Bayou Road Pasadena, TX 77058 or by email to [uhclpdcsa@uhcl.edu](mailto:uhclpdcsa@uhcl.edu).

## Reporting Discrimination and Sexual Discrimination (Title IX)

The Office of Title IX supports the University of Houston-Clear Lake's values by enforcing Anti-Discrimination and Sexual Misconduct/Title IX Policies.

## Reporting Non-Criminal Emergency Matters

The Office of Emergency Management can be reached by contacting UHCL Police Dispatch at 281.283.2222.

## Reporting to Campus Security Authorities

Campus Security Authority is a Clery Act-specific term that encompasses individuals and organizations associated with an institution who are required to report Clery Act applicable offenses.

The University of Houston – Clear Lake has designated all employees as Campus Security Authorities. All Campus Security Authorities are required to promptly report all Clery Act crimes affecting the university community to UHCL PD using the Clery Incident Report Form. *See Enclosure 1.*

## Confidential Reporting

Campus Professional Counselors, when acting as such, are not considered a Campus Security Authority and are not required to report crimes for inclusion in the annual disclosure of crime statistics. As a matter of policy, they are encouraged, if and when they deem it appropriate, to inform persons being counseled of the procedures to report crimes on a voluntary basis for inclusion in the annual crime statistics. The rulemaking committee defines counselors as:

*Professional Counselors* – Counseling and Psychological Services at the University of Houston-Clear Lake. An employee of an institution whose official responsibilities include providing psychological counseling to members of the institution's community and who is functioning within the scope of his or her license or certification.

Services offered include crisis assessment and emotional support. More information is available at <https://www.uhcl.edu/cmhc/> by calling 281.283.2580, and at SSCB 3103, 2700 Bay Area Boulevard, Box 331, Houston, TX 77058-100.

## Anonymous Reporting

Any individual with information about criminal activity may submit a report through a secure and anonymous web-based reporting system. Anonymous reports can be made at:

<https://cloud.clearviewconnects.com/#/reporter/submit-report?org=UOUSYS&lang=true/>

ClearView Connect, the anonymous reporting system, can also be reached by telephone at 866.843.4379.

## Sex Offender Registration

The University of Houston-Clear Lake, as an institution of higher education, is required to advise the university community where information on registered sex offenders may be obtained. Any member of the community may access the Texas Department of Public Safety Sex Offender Database at <http://publicsite.dps.texas.gov/SexOffenderRegistry/>

In addition, sex offenders who are required by law to register in a state of residence and are employed by the university, conduct contract work for the university, or are enrolled as a student, are required to provide notice to the UHCL PD. The Family Educational Rights and Privacy Act of 1974 (FERPA) clarifies that nothing in the Act can prohibit an educational institution from disclosing information provided to the institution concerning registered sex offenders.

## Timely Warnings

The University of Houston-Clear Lake works diligently to keep members of our community safe. Students, faculty, staff, and visitors are encouraged to report all crimes and emergencies to the UHCL PD in a timely manner to aid in providing accurate and timely warning notices to the university community when necessary. When a reported criminal act poses an ongoing threat to the safety of the university community, a UHCL Alert may be issued to all members of the university community. UHCL Alert is the official emergency notification system of the University of Houston-Clear Lake used to provide prompt warnings and notifications to students, faculty, and staff if there is a condition that may threaten the health or safety of those on campus. UHCL Alerts will be distributed via text message, email, and on the UHCL Alert website at [www.alert.uhcl.edu](http://www.alert.uhcl.edu).

## Emergency Notification

In the event of a significant emergency or dangerous situation occurring on campus that involves an immediate threat to the health or safety of the campus community, the university has various systems in place for issuing an Emergency Notification to communicate information quickly. The methods of communicating Emergency Notifications include emails, text messages that can be sent to a phone, the UHCL Alert website at [www.alert.uhcl.edu](http://www.alert.uhcl.edu), and social media alerts that may be activated in the event of a shelter-in-place emergency.

## Emergency Response and Evacuation Procedures

The Emergency Management Plan, also known as the EMP, is a campus-wide plan that provides the basic framework and outlines how any emergency would be managed on the University of Houston-Clear Lake campus. It describes the roles, responsibilities, and procedures for departments, units, faculty, staff, and students during any incident.

It is essential that the campus community be prepared to respond appropriately in the face of emergencies such as fires, explosions, and chemical releases. The following procedures are to be used by supervisors and managers to assist employees and students in thoroughly understanding the methods of an evacuation.

The key to a successful evacuation is planning. Each employee and student must familiarize himself/herself with the university's emergency procedures and evacuation plan. Employees and students must also become familiar with the buildings in which they work, including the location of exits, fire alarms, and fire extinguishers. All employees and students must know their responsibilities. Practice drills should be conducted to maintain preparedness.

- I. Pre-emergency responsibilities
  - A. Knowing at least two exits other than the elevators.
  - B. Knowing the location and operation of the fire alarm system.
  - C. Keeping the University Police emergency phone numbers conspicuously posted.
  - D. Participating in all fire drills and taking them seriously.
  - E. Knowing how to use fire extinguishers. Become familiar with the locations and types of fire extinguishers.
  - F. Knowing the location outside the building where members of your department must congregate upon exiting.
  - G. Assigning one person and a backup to assist with evacuating each disabled individual.

The City of Houston Fire Department suggests the following evacuation options for students, faculty, staff and visitors with special needs:

- A. "Buddy System" Evacuation Option - inform a student, faculty, or staff acquaintance (a 'Buddy') of the need for special assistance in the event of a fire alarm. When the fire alarm sounds, the 'Buddy' should make sure of the individual's location, then go outside and inform emergency personnel of a person in a specific location who needs assistance in being evacuated. Emergency personnel will then enter the building and evacuate the person in need.
- B. Horizontal Evacuation Option - move a safe distance from the area of imminent danger to another wing of the building or the opposite end of the corridor. Always remain near an emergency exit.
- C. Vertical (Stairway) Evacuation Option - Those who are able to evacuate with or without minor assistance may evacuate via stairways.
- D. Stay in Place Evacuation Option - unless danger is imminent, remain in a room with an exterior window, close the door if possible, and call 911 or UHCL PD at 281.283.2222. Tell the operator your name, location, and the nature of the emergency.

## **II. Duties during an Emergency**

- A. Activate the fire alarms and dial 911.
- B. Confine the fire by closing all doors and windows.
- C. Alert people on the floor so they can begin evacuation.
- D. Take your personal belongings and exit the building.
- E. Remain outside the building until allowed back in by the University Police.
- F. Congregate at the pre-designated location outside the building so that a headcount of the department may be taken.

## **III. Emergency Procedures for Disabled Persons**

- A. If the fire is not on the same floor as the disabled person, close all doors and wait for assistance.
- B. One person should stay with the disabled individuals while another person reports to the University Police.
- C. Hearing-impaired and visually impaired persons need only one person assigned to assist them during an evacuation. They must be notified of fire alarms and guided to safe escape routes.
- D. If needed, after the other employees and students have been evacuated, disabled employees and students may be assisted to the stairwell landings to wait for emergency personnel. All doors to the stairwell must be kept closed to reduce the buildup of smoke.

The complete UHCL Evacuation Plan can be viewed at [UHCL Evacuation Plan](#).

## **Security of and Access to Facilities**

### **On-Campus Academic Buildings**

Access - Students and employees can access all University of Houston-Clear Lake buildings and rooms with either their Hawk Card or with keys. Hawk Cards identify the individual by name with a corresponding photo. The Security delegate for each department determines if someone requires after-hours access and submits the request through the campus lock shop.

If students or employees need assistance in obtaining a new Hawk Card, employees can contact Human Resources, and students can contact the University of Houston-Clear Lake Welcome Center, located in the Student Services and Classroom Building Suite 1102, 281.283.2722, via email at "sec@uhcl.edu" or visit <https://www.uhcl.edu/welcome-center/>



If students or employees need assistance in obtaining keys, please contact the University of Houston-Clear Lake Police Access Control, located in the Police Building, at 281.283.2230 or 281.283.2222 (dispatch after hours) or via email at "locksmith@uhcl.edu."

**Academic Building Hours (All building hours may be modified for certain events):**

**Arbor Central:** M-Sat 07:30-24:00

**Arbor North:** M-F 07:30-24:00

**Arbor South:** M-Sat 07:30-24:00, Sun 07:30-17:00

**Bayou:** M-Sat 06:00-24:00, Sun 07:30-20:00

**Delta:** M-F 06:30-24:00, 07:30-17:00

**Recreation and Wellness:** M-Th 07:00-23:00,  
F 07:00-18:00, Sat 8:00-18:00, Sun 11:55-18:00

**Student Services Classroom Building:**

M-Sat 07:30-24:00, Sun 07:30-17:00

**STEM Building:** M-F 07:30-24:00, Sat 07:00-24:00, Sun 07:30-17:00

**Pearland Academic Building:**

M-Th 07:00-22:00, F 07:00-18:00

**Pearland Health and Science Building:**

M-Th 07:00-22:00, F 07:00-18:00

**Security** – The University of Houston-Clear Lake Police Department provides 24-hour patrol services to all on-campus locations, including residence halls.

**On-Campus Non-Academic Buildings**

Access – Students and employees can access all University of Houston-Clear Lake buildings and rooms with either their Hawk Card or with keys. Hawk Cards identify the individual by name with a corresponding photo. The security delegate for each department determines if someone requires after-hours access and submits the request through the campus lock shop.

Students in need of obtaining a new Hawk Card can contact the University of Houston-Clear Lake Welcome Center, located in the Student Services and Classroom Building Suite 1102, 281.283.2722, via email at "sec@uhcl.edu" or visit <https://www.uhcl.edu/welcome-center/>

If students or employees need assistance in obtaining keys, please contact the University of Houston-Clear Lake Police Access Control, located in the Police Building, at 281.283.2230 or 281.283.2222 (dispatch after hours) or via email at "locksmith@uhcl.edu."

**Non-Academic Building Hours:**

**North Office Annex I:** M-Th 06:30-18:30; F: 06:30 – 17:30

(Building hours may be modified for certain events)

**North Office Annex II:** M-F 06:50-18:15

**Central Services (FMC):** M-F 07:00-17:00

**Police Department:** M-Sun 24/7

**Security** – The University of Houston-Clear Lake Police Department provides 24-hour patrol services to all on-campus locations, including residence halls.

## **On-Campus Residential Housing Facilities**

Access – Resident students access their University of Houston-Clear Lake housing building and room through their Hawk Card. Hawk Cards identify the individual by name with a corresponding photo. Resident students are advised not to permit strangers or new acquaintances into their residence hall or room. Resident students should avoid using their Hawk Card to allow entrance to any individual waiting for access without their own Hawk Card.

Students in need of obtaining a new Hawk Card can contact the University of Houston-Clear Lake Welcome Center, located in the Student Services and Classroom Building Suite 1102, 281.283.2722, via email at “sec@uhcl.edu” or visit <https://www.uhcl.edu/welcome-center/>

Security – The University of Houston-Clear Lake Police Department provides 24-hour patrol services to all on-campus locations, including residence halls.

## **Security Considerations in Maintenance of Campus Facilities**

The Facilities, Maintenance, and Construction Department maintains all buildings, grounds, and utility systems, including custodial and regular maintenance services throughout the University of Houston-Clear Lake. Students, faculty, and staff are encouraged to report maintenance problems such as missing or burnt-out lights, doors and other accessways that do not secure properly, and out-of-service elevators.

The Facilities, Maintenance, and Construction Department can be reached during normal business hours at 281.283.2250. After normal business hours, safety issues or concerns should be reported to UHCL PD at 281.283.2222.

Residence hall staff make regular rounds of their assigned residence hall to check for maintenance problems and other potential safety hazards.

## **Missing Student Notification**

The University of Houston-Clear Lake is committed to creating and maintaining an institutional environment that promotes the safety and well-being of its students. To this end, Campus Housing has established an internal policy statement and process designed to identify and assist enrolled UHCL students who reside in on-campus housing and have been reported missing for more than 24 hours. This policy statement is enacted in compliance with the requirements outlined in the Higher Education Opportunity Act of 2008 and The Handbook for Campus Safety and Security Reporting.

Campus Housing missing student notification procedures will go into effect within 24 hours of the determination that a student who lives in on-campus student housing has been missing for 24 hours.

1. All on-campus residents will be informed that they have the option to identify an individual that the institution can contact no later than 24 hours after the time that the student is determined to be missing.
2. Campus Housing will provide each on-campus resident with a method of registering confidential contact information for the individual that they identify as the person to be contacted if they are determined to be missing for more than 24 hours.
3. Campus Housing will inform each on-campus resident under the age of 18 (who is not emancipated) that they must register contact information for a custodial parent or guardian to be contacted if they are determined to be missing for more than 24 hours.
4. The University of Houston-Clear Lake will notify the local law enforcement agency within 24 hours of the determination that the resident is missing unless the local law enforcement agency was the entity that made the determination that the resident is missing.
5. Any person who suspects that an on-campus resident has been missing for more than 24 hours should immediately contact the UHCL Police Department (281-283-2222), Student Housing and Residential Life (281-283-2615), University Forest Apartments (281-286-2095), or the Dean of Students office (281-283-2567). Any information regarding a suspected missing student provided to Campus Housing or the Dean of

Students office will be immediately reported to the UHCL PD. In the absence of the UHCL PD, the Houston Police Department (the local law enforcement agency) should be notified (713-884-3131).

6. If an investigation conducted by the UHCL PD concludes that the subject of a missing student report has been missing for more than 24 hours and has not returned to campus, the UHCL PD will initiate communication with the missing student notification contact that the on-campus resident has designated. Campus Housing will be responsible for providing access to this information to the UHCL PD on a 24-hour, seven-days-a-week basis.
7. If the on-campus resident who is the subject of a missing person report has not designated a missing student notification contact, the UHCL PD will investigate using guidelines established by the Texas Department of Public Safety Bureau of Information Analysis Missing Person Clearing Housing Unidentified Persons/DNA Unit.

## Drug and Alcohol Policies

### Alcohol Policy

As an institution interested in the intellectual, physical, and psychological well-being of the campus community, the University of Houston-Clear Lake deems it important to curtail the abusive or illegal use of alcoholic beverages. All members of the University of Houston-Clear Lake community and guests are required to comply with federal, state, and local laws regarding the distribution, possession, and consumption of alcoholic beverages. The University is committed to enforcing all federal, state, and local laws regarding purchases, consumption, or possession of alcohol, including enforcement of all underage drinking laws. The University of Houston-Clear Lake's complete alcohol policies and procedures can be accessed and reviewed at <https://www.uhcl.edu/policies/documents/administration/drug-alcohol-abuse-prevention-policy.pdf>

### Drug Policy

The University of Houston-Clear Lake prohibits the unlawful possession, use, sale, manufacture, or distribution of illicit drugs and alcohol in the workplace, on the campus, or at any University activities off-campus. Penalties for violations of the University's policy may include disciplinary action, termination of employment, and referral for criminal prosecution. Drug-Free Schools and Communities Act Biennial Report can be found at <https://www.uhcl.edu/dean-of-students/documents/drug-free-schools-and-communities-act-biennial-review.pdf>

## Substance Abuse Education Programs

### **Blame It on The Mocktails: September 2023**

#### *Drug and Alcohol Abuse Awareness*

Campus Living Representatives hosted this event in collaboration with Counseling Services, Health Services, and the Police Department. During this event, the police department provided a presentation, discussed resources, and facilitated impairment goggle activities.

### **Welcome Back Bash (Expo Day 1): August 2023**

#### *Community Outreach/Drug and Alcohol Abuse Awareness*

This event allows various departments and campus organizations to welcome returning students by celebrating the new school year with music, food, and activities. The police department staffs a table, interacts with attendees, and provides giveaway items. A table activity was requested, and the impairment goggles were utilized.

### **Fresh Check Day: August 2023**

#### *Mental Health Awareness/Drug and Alcohol Abuse Awareness*

Counseling Services hosts this event in honor of mental health awareness and suicide prevention. This event is tailored for colleges and is a signature program of the Jordan Porco Foundation. The police department was



assigned to host a “Know Your Limit” booth that included resources and an impairment goggle activity in conjunction with the use of the Jenga game.

### **I Heart UHCL Day:**

#### *Community Outreach/Drug and Alcohol Abuse Awareness*

This event allows the UHCL community to celebrate school spirit and pride with music, snacks, and activities. The Office of Student Involvement and Leadership hosts this event. The police department staffs a table, interacts with attendees, and provides giveaway items. A table activity was requested, and the impairment goggles were utilized.

### **Lighting of the Letters: November 2023**

#### *Community Outreach/Drug and Alcohol Awareness*

This UHCL event allows the UHCL community to celebrate the annual lighting of the UHCL letters with food, activities, movies, and caroling. The UHCL PD Community Outreach Officer staffs a table, interacts with attendees, and provides giveaway items. In 2023, a table activity was requested, and the impairment goggles were utilized.

### **Counseling Services**

Month-long awareness campaign on the electronic monitors in Bayou and SSCB buildings: September 2023 – Alcohol Awareness

Mental Health First Aid/CERT mental health awareness training provides information on how to recognize signs and symptoms of drug/alcohol misuse and overdose (19 workshops)

### **University Forest Apartments**

#### **Drug and Alcohol Abuse Programs:**

##### *Don't Drink and Drive – March 2023.*

In Partnership with our University Partner, UHCL, and presented by the UHCL Police Department. The goal was to learn about the dangers of driving under the influence with an interactive presentation from our guest speaker UHCL PD Officer Nadia Hall. Interactive alcohol awareness games were played during this event.

##### *Alcohol Awareness – October 2023.*

In Partnership with our University Partner, UHCL, and presented by the UHCL Police Department. The goal was to hear about alcohol safety presented by UHCL PD and try alcohol impairment activities.

## **Sexual Misconduct**

The University of Houston-Clear Lake is committed to maintaining and strengthening an educational, working, and living environment where students, faculty, staff, and visitors are free from sex discrimination of any kind. Sexual misconduct, a form of sex discrimination, is antithetical to the standards and ideals of the University. The University will take appropriate actions to eliminate sexual misconduct from occurring, prevent its recurrence, and address its effects.

## **Prevention and Awareness**

The University aims to eradicate sexual misconduct through education, training, policies, and serious consequences for violations of its policies. The University will conduct educational programs, including ongoing prevention and awareness campaigns, designed to promote awareness and prevent sexual misconduct.

***Primary and continuing prevention and awareness programs include:***

**Title IX Office Sponsored Programming**

**Faculty and Staff**

New Employee Orientation is required for all new employees. The mandatory training provided is designed to educate personnel regarding dating violence, domestic violence, sexual assault, stalking, and other matters prohibited under the UH System Sexual Misconduct Policy, including their rights and obligations related to those policies and procedures.

New Faculty Orientation is required for all new faculty members. The mandatory training is designed to educate personnel regarding dating violence, domestic violence, sexual assault, stalking, and other matters prohibited under the UH System Sexual Misconduct Policy, including their rights and obligations related to those policies and procedures.

In 2023, all UHCL employees were also required to take mandatory online EEO training. This annual training is ongoing awareness designed to educate personnel regarding dating violence, domestic violence, sexual assault, stalking, and other matters prohibited under the UH System Sexual Misconduct Policy, including reiterating their rights and obligations related to those policies and procedures.

**Students**

New Student Orientation is required for all new students. The training provided is primary and is designed to educate individuals regarding dating violence, domestic violence, sexual assault, stalking, and other matters prohibited under the UH System Sexual Misconduct Policy, including their rights and obligations related to those policies and procedures.

New Student Government Association (SGA) leaders were also provided ongoing awareness training related to dating violence, domestic violence, sexual assault, stalking, and other matters prohibited under the UH System Sexual Misconduct Policy, including their rights and obligations related to those policies and procedures.

New Residential Life student employees were also provided ongoing awareness training related to dating violence, domestic violence, sexual assault, stalking, and other matters prohibited under the UH System Sexual Misconduct Policy, including their rights and obligations related to those policies and procedures.

**Crossroads Video Training**

All students are also required to complete “Crossroads Training” on an annual basis. Crossroads is an ongoing awareness video training designed to educate individuals regarding dating violence, domestic violence, sexual assault, stalking, and other matters prohibited under the UH System Sexual Misconduct Policy, including their rights and obligations related to those policies and procedures. If a student fails to take the training, a “hold” is placed on their account, and they cannot enroll in classes until the training has been completed.

**Title IX Sponsored Events**

- 4/4/2023: Educational Abroad Faculty and Program Leaders Risk Management Training
- 5/15/2023: Orientation Leader Training: Understanding Title IX and Reporting, Housing
- 5/31/2023: Title IX Conversation with Patrol Session One, UHCL PD
- Title IX Conversation with Patrol Session 2, UHCL PD
- 6/13/2023: Title IX Presentation for Peer Mentors, Housing
- 8/22/2023: Red Zone Presentation for RAs and Hunter Hall Residents, Housing
- 10/13/2023: Title IX Presentation for First Gen, Center for Student Advocacy and Community (CSAC)
- 11/6/2023: Compliance Week Title IX Overview and Mandatory Reporting, Office of Compliance and Ethics
- 11/10/2023: Sexual Misconduct Awareness Presentation, University Forest Apartments staff and residents

- 1/8/2024: Refresh Title IX Training for RAs, Housing
- 2/22/2024: Title IX and Bystander Intervention Training, CSAC

## **UHCL Police Department Sponsored Events**

### **Denim Day: April 2023**

#### *Sexual Assault Awareness*

The Office of Student Diversity, Equity, and Inclusion hosts this event in collaboration with the UHCL PD. During this event, the campus community is educated on the significance of Denim Day and informed of available on-campus resources.

### **Domestic Violence Awareness: October 2023**

#### *Domestic Violence Awareness*

This event, hosted by the Student Government Association, allows the UHCL community to provide and promote domestic violence awareness through guest speakers, awareness booths, and a candlelight vigil. The Police Department participated in this event by hosting an awareness booth providing domestic violence resource materials and giveaways. In addition, UHCL PD Sergeant Krueger was a guest speaker.

## **University Forest Apartments Sponsored Events**

### *Educational Programs (Dating Violence, Domestic Violence, Sexual Assault, Stalking)*

#### *Sexual Assault Awareness – April 2023*

In Partnership with our University Partner, UHCL. Presented by the UHCL Counseling Services Office. The goal was to learn the importance of consent awareness in partnership with UHCL Counseling Services.

#### *Consent Awareness Tea Party – November 2023*

In partnership with our University Partner, UHCL, the Title IX Office presented information to residents about consent awareness, reporting Title IX incidents, and available resources.

#### *Dangerous Masquerade Ball – April 2024*

In Partnership with our University Partner, UHCL, the Counseling Services Office hosted a night of mystery, learning how to navigate the waters of red flags and dating violence.

#### *Self Defense – April 2023*

In Partnership with our University Partner, UHCL, the UHCL Police Department presented residents with ways to defend themselves and the resources they could use to improve their defense skills.

## **Counseling Services Sponsored Events**

- April 2023 – 8-hour Couples Workshop on healthy relationships, boundaries, and communication
- Clothesline Workshops – 2 in April 2023 and 2 in Oct 2023, workshops for students, faculty, and staff to create t-shirts to display in the Clothesline Project – clothesline is displayed all month. The Clothesline Project is a visual art display that acknowledges those whose lives have been affected by violence.
- Domestic Violence Vigil with educational content provided at tables
- CMHC month-long awareness campaign on the electronic monitors in Bayou and SSCB buildings (adding STEM this spring) – slide shows and handouts
  - Feb 2023 – Relationship Tips
  - Oct 2023 – Healthy Relationships

## **Dean of Students Sponsored Events**

### *Report IT! – September 2023*

Training covered CARE/mental health, student conduct/behavior (including AOD), Title IX, and how to report incidents to UHCL PD (including Clery Reportable crimes).

## Safe and Positive Options for Bystander Intervention

One method for preventing sexual assault is bystander intervention. Research shows when individuals undergo training and feel empowered, they are more likely to intervene in stopping potential crimes. There are many situations that occur prior to sexual misconduct that are appropriate and safe for intervention. Bystander intervention training teaches people to recognize those situations as inappropriate, assume responsibility, identify options for intervention, overcome barriers to intervening (including cultural or social structures that promote violence), and take action.

### **Ways to intervene:**

#### **Direct**

- Staying with someone who may be in trouble
- Letting a friend know that their behavior could hurt someone else and help them reconsider
- Telling someone their language is problematic or offensive

#### **Delegate**

- Getting help from a Resident Advisor or Desk Assistant in Student Housing
- Asking the party host if they'll tell someone to leave
- Grabbing a friend and intervening together

#### **Distract**

- Suggesting a way out for a person in a potentially dangerous situation (ex. "Want to go grab dinner somewhere else?")
- Spilling a drink
- Telling the person engaging in abusive behavior that they're needed in another room

## Information on Risk Reduction

The University of Houston System engages in risk reduction strategies that emphasize the collective responsibility of the UHS community to reduce the risk of sexual misconduct. As part of that effort, all new students and employees within the University of Houston System attend prevention and education programs about sexual misconduct. Students receive in-person training during orientation as well as a second online training program. These programs incorporate risk reduction strategies and bystander intervention training that enable community members to take a role in preventing and interrupting sexual misconduct incidents. The programs also provide resources, including information on the UHS Sexual Misconduct Policy, how to report, and confidential resources.

Situational awareness and trusting one's instincts can potentially reduce one's risk of being subjected to sexual misconduct. The UHS is dedicated to helping the community know that while risk reduction is encouraged, victims/survivors of sexual misconduct are not at fault if they do not employ such techniques. Risk reduction strategies include, but are not limited to, the following:

- If you consume alcohol, consider doing so in moderation.
- Avoid leaving your beverage unattended or accepting a drink from an open container.
- When you are with someone, communicate clearly to ensure they know your limits (verbal and non-verbal body language communication can be used to ensure the message is understood).
- If you go out alone on a date with someone, including someone that you do not know very well, tell a close friend or family member what your plans are.
- Know that you have the right to say "no" or change your mind about engaging in sexual activity with a partner(s), even if you initially said "yes." You can revoke consent at any time, even if you have engaged in sexual activity with this partner(s) before.
- Always have someone you can call if you need help and have alternative transportation plans.
- If you feel uncomfortable, scared, or pressured, communicate that by saying "stop," leaving, or calling for help.
- Consider going to parties or other outings with friends; you can arrive together, watch out for each other, and make sure everyone leaves together.
- Be aware of your surroundings at all times.
- Avoid being isolated with a person you do not know or trust.



- When possible, travel with a friend or in a group.
- When possible, walk only in lighted areas after dark.
- Keep the doors to homes and cars locked.
- Know where a phone is located. If relying on a mobile phone, be sure to carry a charging device with you.
- If you see someone in need, intervene if possible. If not, call 911.
- Listen and respect the wishes of your partner. If you are unclear if you have consent, assume you do not and clarify with your partner.
- If someone says no, do not interpret that as a need for further persuasion or convincing.
- Be aware that you cannot obtain consent from someone who is mentally or physically incapable. This can include someone who is rendered temporarily incapacitated by drugs and alcohol.
- Resist pressure from friends to participate in violence.

## Sexual Misconduct Policy Information

On February 13, 2024, the University of Houston System published an update to the Sexual Misconduct Policy, which meets the requirements of Texas Education Code §51.259 and §51.295, Texas Labor Code §21.142, and the updated Department of Education Title IX guidance on hearing procedures. The following excerpts from the Policy will assist the reader in understanding basic rights, responsibilities, rules, and procedures under the Policy. The entire UHS Sexual Misconduct Policy is an enclosure to this report. *See Enclosure 2.*

The Sexual Misconduct Policy provides the exclusive mechanism for the University of Houston System and its universities to manage the non-criminal reporting of sexual misconduct, as defined in the policy, by providing a prompt, fair, and impartial investigation and resolution process.

Consistent with its commitment to addressing sexual misconduct, the University prohibits the crimes of dating violence, domestic violence, sexual assault, and stalking as defined by the Jeanne Clery Disclosure of Campus Security Policy and Campus Crime Statistics Act.

The University is committed to maintaining and strengthening an educational, working, and living environment where students, faculty, staff, visitors, and applicants for admission or employment are free from sex discrimination of any kind. Sexual misconduct, a form of sex discrimination, is antithetical to the standards and ideals of the University. The University will take appropriate action in an effort to eliminate sexual misconduct from occurring and prevent its recurrence, including, but not limited to, taking immediate and appropriate corrective action when a violation occurs that impacts an individual's employment. Likewise, the University will address its effects by conducting educational programs, including ongoing prevention and awareness campaigns, designed to promote awareness, reduce risk, and prevent sexual misconduct.

## Consent as Defined Under the Sexual Misconduct Policy

An informed and freely and affirmatively communicated willingness to participate in a particular sexual activity by a capacitated and legally competent person.

Consent can be expressed either by words or by clear and unambiguous actions, as long as those words or actions create mutually understandable permission regarding the conditions of each instance of sexual activity.

It is the responsibility of the person who wants to initiate a sexual activity to ensure that they have the consent of the other(s) to initiate each instance of sexual activity before they initiate the sexual activity.

Consent is active, not passive, and cannot be inferred from the absence of a "no." Without words or actions demonstrating permission, silence, lack of protest, or lack of resistance cannot be assumed to show consent.

The existence of a dating relationship or a previous sexual relationship between the persons involved does not provide the basis for an assumption of consent to future sexual activity.

Being under the influence of drugs and/or alcohol is never a defense for not obtaining consent.

A person cannot consent if physical force or violence is used or threatened.

Sexual Misconduct can occur between strangers or acquaintances.

Alcohol or other drugs can lower inhibitions and create an atmosphere of confusion over whether consent is freely and effectively given. Consent is difficult to discern when a person has ingested alcohol and/or other drugs. Anyone wanting to initiate sexual activity is strongly encouraged to err on the side of caution when either they or the person(s) they want to initiate the activity with appear(s) to be intoxicated, or there is reasonable cause to believe any individual is intoxicated.

For “What if...” scenarios, please visit:

<https://uhsystem.edu/crossroads/consent/what-if/>

### Incapacitation under the Sexual Misconduct Policy

A person is incapacitated (not legally competent) and cannot consent to sexual activity if the person is unconscious or otherwise unable to resist, is unaware that sexual activity is occurring, and/or does not have the legal capacity to consent.

A person may be unable to consent when they are mentally or physically incapacitated because of the influence of drugs, alcohol, or medication and, as a result, are rendered temporarily incapable of understanding, appraising, or controlling their conduct.

A person’s incapacity to understand, appraise, or control their conduct may be analyzed based on surrounding factors including, but not limited to, hallucinations, blackouts, seizures, vomiting, slurred speech, disorientation, or lack of physical or mental coordination.

When a Respondent has been accused of engaging in sexual activity with an incapacitated person, the perspective of a reasonable person will be applied to determine whether the Respondent knew or should have known about the Complainant’s inability to give consent.

### Medical Assistance

An individual who experiences any form of sexual misconduct is encouraged to seek immediate medical care. Preserving DNA evidence can be key to identifying the perpetrator in a sexual violence case. Victims can undergo a medical exam to preserve physical evidence with or without police involvement. If possible, this should be done immediately. If an immediate medical exam is not possible, individuals who have experienced a sexual assault may have a Sexual Assault Forensic Exam (SAFE) performed by a Sexual Assault Nurse Examiner (SANE) within 120 hours of the incident. With the examinee’s consent, the physical evidence collected during this medical exam can be used in a criminal investigation; however, a person may undergo a SAFE even without contacting or intending to contact the police. To undergo a SAFE, please go to the nearest hospital that provides SAFE services. For more information about available resources, see the University of Houston-Clear Lake webpage dedicated to resources and reporting information related to sexual misconduct at <https://www.uhcl.edu/titleix/title-ix/documents/title-ix-resources.pdf>.

The cost of the forensic portion of the exam is covered by the law enforcement agency investigating the assault or, in cases in which a report will not be made to the police, the Office of the Attorney General. This does not include fees related to medical treatment that are not a part of the SAFE. An individual who experiences any form of sexual, domestic, or dating violence is encouraged to seek immediate medical care because they may be prescribed medications to prevent sexually transmitted infections and/or pregnancy even if the police are not contacted or if a SAFE is not performed.

For more information about the SAFE, see <https://uhsystem.edu/crossroads/>

UHS Sexual Misconduct policy: <https://uhsystem.edu/compliance-ethics/docs/sam/01/1d8.pdf>

## Police Assistance

The University strongly encourages victims of dating violence, domestic violence, sexual assault, or stalking to seek police assistance immediately.

Because the prohibited actions outlined in the Sexual Misconduct Policy may also constitute a criminal act(s), individuals seeking emergency assistance or who want to file a criminal report may contact their university police department or the appropriate local law enforcement agency.

In addition to any possible criminal action, the University Police will forward notice of the report to the Title IX Coordinator.

Reporting to the police helps maintain future options regarding criminal prosecution. Generally, when the victim reports the incident, a police officer will take a statement from the victim regarding what happened. An adult victim can request that their identity be kept confidential. Anyone wishing to file a report with the University Police can make a report to their University's Police Department, as noted below.

In cases of sexual assault, preservation of evidence is crucial. It is highly recommended that victims/survivors follow these guidelines immediately after the assault, even if they are not yet certain they wish to file criminal charges.

- Do not bathe or shower.
- Do not wash clothing worn or linens used.
- Do not disturb the scene of the assault by cleaning up or throwing items away.
- Gently place clothing and linens touched by the victim or suspect(s) during the assault in a cardboard box or paper bag. DO NOT use plastic bags of any kind, as these will damage DNA evidence. Package each item separately if possible.
- Do not delete or erase any phone, text, or social media messages sent to you by the suspect, whether they are sent before or after the assault.
- DO get a forensic medical exam within 120 hours of the assault. You have the right to this exam WITHOUT notification to law enforcement and free of charge (forensic portion only). Medical treatment, such as birth control, disease prevention, etc., is the survivor's responsibility but may later be reimbursed by the state Crime Victims' Compensation Program.

## Reporting Dating Violence, Domestic Violence, Sexual Assault, Stalking, or other Sexual Misconduct

- **The University of Houston-Clear Lake Title IX Office**, Bayou Building, Room B2323, Houston, TX 77581, online at <https://www.uhcl.edu/titleix/title-ix/>, by phone at 281.283.2305, or email at [titleix@uhcl.edu](mailto:titleix@uhcl.edu).
- **University of Houston-Clear Lake Police Department** at <http://www.uhcl.edu/police>, by phone at 281.283.2222 or 911 from any campus phone or using the SafeZone app (Download and use information available at <https://www.uhcl.edu/police/safezone>).
- **University of Houston-Clear Lake Pearland Campus**. The Police Department office is located on the first floor of the Pearland Health Science Building, 1200 Pearland Parkway, Pearland, Texas 77581. Police services

can be reached via 24-hour dispatch at 281.283.2222 or the SafeZone app (Download and use information available at <https://www.uhcl.edu/police/safezone>).

- **University of Houston-Clear Lake Texas Medical Center Campus.** Police services can be reached via 24-hour dispatch at 281.283.2222.

## Options for the Involvement of Law Enforcement and Campus Authorities

Complainants have the option to notify proper law enforcement authorities, including on-campus and local police, to be assisted by campus authorities in notifying law enforcement authorities and the option to decline to notify such authorities.

## Orders of Protection

The University of Houston-Clear Lake will honor any order of protection, no-contact order, restraining order, or similar lawful order issued by any criminal, civil, or tribal court.

## Confidentiality

The University of Houston-Clear Lake will protect the anonymity of all individuals involved in a report or a complaint by refusing to disclose their identifying information to anyone outside the University of Houston-Clear Lake to the maximum extent permitted by law.

The University of Houston-Clear Lake will protect the confidentiality of Complainants and other necessary parties while ensuring Clery Act statistical reporting requirements; specifically, such statistical reporting will be done without the inclusion of personally identifying information about a complainant.

The University of Houston-Clear Lake will maintain as confidential any supportive measures provided to the Complainant or Respondent to the extent that maintaining such confidentiality would not impair the ability of the University to provide the supportive measures.

## Assistance to Complainants

**Counseling Assistance:** A person who has experienced sexual violence is strongly encouraged to seek medical and psychological care even if they do not plan to request a Sexual Assault Forensic Exam (SAFE) or report the assault to the police. Complainants will be provided written notification about existing counseling, health, mental health, victim advocacy, legal assistance, visa and immigration assistance, student financial aid and other services available both within the University and in the community.

Once an individual alerts the University of an alleged violation of the Sexual Misconduct Policy, the Complainant will be provided with written information, including the Sexual Misconduct Policy, their rights, reporting options, and support resources regardless of whether the incident(s) occurred on or off campus.

## Supportive Measures

Once the Title IX Coordinator receives a report of an alleged act of Sexual Misconduct, the Title IX Coordinator will promptly contact the Complainant and Respondent in writing to discuss the availability of supportive measures, consider the Complainant's and Respondent's wishes with respect to supportive measures, inform the Complainant of the availability of supportive measures with or without filing a Formal Complaint, and explain to the Complainant the process for filing a Formal Complaint.



The University's Supportive Measures are designed to restore or preserve equal access to the University's Education Program or Activity without unreasonably burdening the other party, including measures designed to protect the safety of all parties or the University's educational, living, and working environment, or to deter Sexual Misconduct.

**Supportive Measures may include, but are not limited to:**

- Counseling for a Complainant or Respondent through a University-affiliated counseling center while the processes outlined in this Policy are ongoing.
- Extensions of deadlines or other course-related adjustments.
- Modifications of work or class schedules.
- Campus escort and transportation services.
- Mutual restrictions on contact between the parties.
- Changes in work or housing locations.
- Leaves of absence; or
- Increased security and monitoring of certain areas of the campus.

### Emergency Removal and Leave During Investigation

Once the Title IX Coordinator receives a report of an alleged act of Sexual Misconduct, the Title IX Coordinator will undertake an individualized safety and risk analysis to determine whether an immediate threat to the physical health or safety of any student, employee, or other individual arising from the allegations of sexual misconduct justifies emergency removal or leave during agency investigation pending further investigation. At the conclusion of the safety and risk analysis, the Title IX Coordinator will make a recommendation for removal to the appropriate office. The appropriate office will provide the Respondent with notice and an opportunity to challenge the decision immediately following their removal.

### Procedures for Institutional Disciplinary Action of Sexual Misconduct

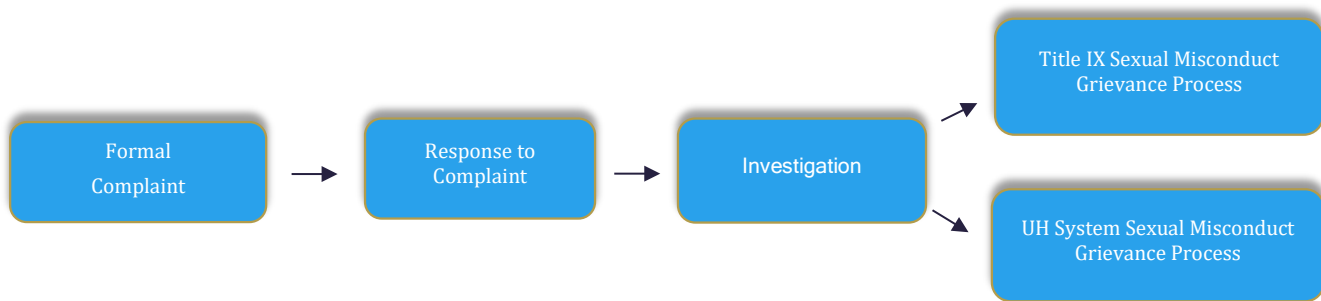
When a report of a violation of the University of Houston System's Sexual Misconduct Policy is received, the Equal Opportunity Service Office will take reasonable measures to contact the Complainant and Respondent to notify them of their rights and options under the policy, implement any appropriate supportive measures, and conduct a preliminary investigation, as appropriate.

Anyone who reports sexual misconduct will be notified of their right to speak to the appropriate law enforcement agency and file a report for possible criminal prosecution.

The complaint and investigation process is separate from any criminal proceeding related to the reported behavior and may occur while criminal proceedings are ongoing. Proceedings under the Sexual Misconduct Policy will not be dismissed or delayed because criminal prosecution is pending, criminal charges have been dismissed, or the criminal charges have been reduced.

### Formal Complaint and Investigation Procedures

If a Complainant wishes to pursue official University action against a Respondent for alleged sexual misconduct, they may follow the steps described below to file a Formal Complaint, which will initiate an investigation. At the end of the investigation, the Title IX Coordinator will determine which grievance process is appropriate based on jurisdictional requirements.



This graphic explains the formal complaint progress. A Complainant files a formal complaint, the Respondent(s) have an opportunity to provide a written or verbal Response, the Title IX office performs an investigation, and the Title IX office will inform the parties of which grievance process will apply based on jurisdictional requirements.

### Step 1: Filing a Formal Complaint

A Complainant may file a Formal Complaint alleging sexual misconduct with the Title IX Coordinator in person, by mail, by electronic mail, or by the University's electronic reporting system.

The University does not limit the timeframe for filing a report or Formal Complaint of sexual misconduct, although the University's ability to take any action may be limited because of the passage of time.

Even in the absence of a Formal Complaint, some circumstances may require the Title IX Coordinator to initiate a Formal Complaint in order to protect the University community.

Once a Formal Complaint is filed, the Complainant can decide to withdraw, but the University's investigation may still proceed.

The University may consolidate Formal Complaints as to the allegations of sexual misconduct against more than one Respondent or by more than one Complainant against one or more Respondents where the allegations of sexual misconduct arise out of the same facts or circumstances.

### Step 2: Written Notice to the Parties

After receipt of a Formal Complaint, the Title IX Coordinator will provide written notice to the parties within five (5) business days, which will include, but is not limited to:

- Notice of the University's Title IX Grievance Procedure, if applicable, including information about the Informal Resolution process;
- Notice of the allegations that may constitute sexual misconduct; sufficient details, including the identities of the parties involved in the incident, the conduct allegedly constituting sexual misconduct, and the date and location of the alleged incident, if known;
- A statement that the Respondent is presumed not responsible for the alleged conduct and that a determination regarding responsibility is made at the conclusion of the grievance process;
- Notice that the parties may have a Personal Advisor of their choice who may be, but is not required to be, an attorney;
- Notice that the parties may inspect and review evidence in accordance with applicable policies, and
- Notice of any provision of the University's code of conduct or other policy that prohibits knowingly making false statements or knowingly submitting false information during the grievance process.

### **Step 3: Response to a Formal Complaint**

A Respondent's response to a Formal Complaint is due to the Title IX office within five (5) business days from the date the Title IX office sent it to the Respondent. The Title IX office may grant an extension for good cause.

The response should address and respond to the specific allegations made in the Formal Complaint and can include any other rebuttal information or evidence.

A response may be provided in writing or through an in-person interview with the investigator(s).

While a Respondent is not required to provide a response to the Formal Complaint or answer questions related to the investigation, this will not stop the Formal Complaint process. Failure to acknowledge receipt of the Formal Complaint may be considered a violation of university policy and could result in additional action.

### **Step 4: Informal Resolution (Optional)**

If a Formal Complaint alleges a violation of this policy, the Title IX Coordinator may offer the parties an informal process that resolves the Formal Complaint without completing the grievance process. The option to informally resolve a Formal Complaint depends on whether the University determines that informal resolution may be appropriate and whether both parties voluntarily agree to attempt informal resolution.

Informal resolution may not be used to resolve sexual misconduct allegations where a university employee is alleged to have engaged in sexual misconduct against a student. Under certain circumstances, a student may be considered an employee.

### **Step 5: Investigation**

Absent extenuating circumstances, an investigation will begin upon receipt of a Formal Complaint of alleged sexual misconduct. A preliminary investigation may begin prior to receiving a response from a Respondent.

Both Complainant and Respondent will be provided equal opportunity to inspect and review any evidence obtained as part of the investigation that is directly related to the allegations raised in a Formal Complaint, including the evidence upon which the University does not intend to rely in reaching a determination regarding responsibility and inculpatory or exculpatory evidence whether obtained from a party or other source.

### **Step 6A: Title IX Sexual Misconduct Grievance Procedure**

Upon completion of the investigation report by a Title IX Investigator and a determination that the alleged sexual misconduct is considered Title IX sexual misconduct, the University will hold a hearing during which both parties' Hearing Advisors will have the opportunity to present relevant evidence and ask questions of the parties and witnesses.

Absent extenuating circumstances, the Title IX Coordinator will schedule a hearing within fifteen (15) business days of the conclusion of the investigation.

No later than five (5) business days prior to the hearing, all materials that will be used at the hearing must be submitted to the Title IX Coordinator.

**Standard of Evidence** – In all cases before a Hearing Officer, the standard of proof is a preponderance of evidence. A finding of responsibility by a preponderance of the evidence means that it is more likely than not, based on all the reasonable evidence presented, that the Respondent violated this policy; the burden of proof is on the University. By law, it is presumed that the Respondent is not responsible for the alleged conduct unless a determination regarding responsibility is made at the conclusion of the grievance process.

**Written Determination** – The Hearing Officer will simultaneously provide a written determination of responsibility and sanction(s), if applicable, to the Title IX Coordinator and the parties.

**Sanctions** – The sanctions for a finding of a violation of the Sexual Misconduct Policy will be commensurate with the offense and may include, but are not limited to, the following:

- Probation (including disciplinary probation)
- Temporary or permanent ban from campus locations (such as residence hall communities)
- Educational programs such as state-certified batterer's intervention
- Ban from participating in campus organizations or activities
- Disqualification from employment or student leadership positions
- Withholding of transcripts, grades, diploma, or degree
- Partial or full criminal trespass warning
- Suspension from employment and/or enrollment
- Revocation of admission
- Termination of employment
- Expulsion

If a student is issued a sanction that makes them ineligible to reenroll in the University, the University will include on the student's transcript a notation stating that the student is ineligible to reenroll in the University for a reason other than an academic or financial reason.

On the student's request, the University may remove the notation from a student's transcript if the student is eligible to reenroll in the University or the University determines that good cause exists to remove the notation.

In accordance with Texas law, the University must terminate an employee who is found to have knowingly failed to make a report of Sexual Misconduct when the Responsible Employee was required to do so or knowingly made a false report of sexual misconduct with intent to harm or deceive. Knowingly failing to make a report and knowingly making a false report are criminal offenses under Texas law.

**Remedies** – Regardless of the finding(s), and in addition to sanctions that may be imposed pursuant to the appropriate disciplinary policy, the University will take appropriate action(s) to resolve formal complaints of sexual misconduct, prevent any recurrence and, as appropriate, remedy any effects. These actions may include, but are not limited to the following:

- Ensuring the Complainant and Respondent do not share classes, working environments, or extracurricular activities;
- Making modifications to the on-campus living arrangements of a Respondent or Complainant (if the Complainant requests to be moved);
- Providing comprehensive services, including medical, counseling, and academic support services such as tutoring;
- Determining whether the sexual misconduct adversely affected the Complainant's University standing and providing a remedy for same;
- In conjunction with university leaders, conducting a university climate check to assess the effectiveness of efforts to ensure that the university is free from sexual misconduct and using that information to inform future proactive steps that the University will take; and
- Providing targeted group training.



These remedies are separate from and in addition to any supportive measures that may have been provided before the end of the University's investigation. If the Complainant did not take advantage of a specific service (e.g., counseling) when offered as a supportive measure, the Complainant should still be offered, and is still entitled to, appropriate final remedies that may include services the Complainant declined as a supportive measure.

**Appeals** – The Complainant and the Respondent(s) both have the right to appeal to the appropriate administrator a Title IX dismissal or Written Determination by submitting their written appeal to the Title IX Coordinator within five (5) business days from the date they receive the Title IX dismissal or Written Determination. The appealing party may appeal the dismissal, finding, sanction, or remedy. The non-appealing party will be notified of the appeal and be permitted to submit a written statement in response within five (5) business days of receiving notice of the appeal.

**Final Determination** – A Written Determination will become final upon the earlier of when:

- The parties are notified of the appropriate administrator's decision on the appeal; or
- Notice to victims of violent crime – The University will, upon written request, disclose to the alleged victim of a crime of violence or non-forcible sex offense the report on the results of any disciplinary proceeding conducted by such institution against a student who is the alleged perpetrator of such crime or offense. If the alleged victim is deceased as a result of the crime or offense, the next of kin shall be treated as the alleged victim for the purposes of this paragraph.

### Step 6B: UH System Sexual Misconduct Grievance Procedure.

At the conclusion of an investigation of a Formal Complaint and a determination that the alleged Sexual Misconduct is considered UH System Sexual Misconduct, as defined in this Policy, the investigative report will contain the Title IX investigator's finding(s) and recommendation. The Complainant and Respondent(s) will have the opportunity but are not required, to respond to the investigative report in writing in advance of the Title IX investigator's finding. The Complainant and Respondent(s) should be provided updates on the progress of the investigation and issuance of the report.

The finding(s) will be determined using a preponderance of the evidence standard; that is, whether it is more likely than not that a Respondent violated this policy.

If it is determined that this policy was violated, appropriate university action will be recommended in an effort to eliminate sexual misconduct, prevent its recurrence, and address its effects.

The Complainant and the Respondent(s) will be simultaneously notified in writing of the finding(s) and appeal rights under this policy.

A hearing request to challenge the Title IX investigator's finding(s) must be submitted in writing to the Title IX Coordinator within five (5) business days of receiving the finding(s).

The Complainant and the Respondent(s) have the right to request a hearing to challenge a finding for any error or procedural defect occurring during the investigation that could have significantly impacted the finding. The individual requesting a hearing will be referred to as the moving party.

Absent extenuating circumstances, the Title IX Coordinator will schedule a hearing to be held within fifteen (15) business days from the filing of the request.

No later than five (5) business days prior to the hearing, all materials that will be used at the hearing must be submitted to the Title IX Coordinator, who will forward the materials to the Hearing Panel/Non-affiliated Hearing Officer and will simultaneously make available for inspection or provide the materials to both parties.

At any time after a finding has been made that a Respondent has violated the policy, the University may implement an interim sanction against the Respondent while the formal complaint is being further adjudicated.

**Sanctions** – The sanctions for committing a violation of the UH System Sexual Misconduct Policy will be commensurate with the offense and may include, but are not limited to, the following:

- Probation (including disciplinary probation);
- Temporary or permanent ban from campus locations (such as residence hall communities);
- Educational programs such as state-certified batterer's intervention;
- Ban from participating in campus organizations or activities;
- Disqualification from employment or student leadership positions;
- Withholding of transcripts, grades, diplomas, or degrees;
- Partial or full criminal trespass warning;
- Suspension from employment and/or enrollment;
- Revocation of admission;
- Expulsion;
- Termination of employment: For faculty members, the recommendation for termination of employment and/or revocation of tenure will be referred to the Provost's Office for handling in accordance with the policies and procedures pertaining to the dismissal of faculty members.

If a student is issued a sanction that makes them ineligible to reenroll in the University, the University will include on the student's transcript a notation stating that the student is ineligible to reenroll in the University for a reason other than an academic or financial reason.

At the student's request, the University may remove the notation if the student is eligible to reenroll or if the University determines that a good cause exists to remove the notation.

In accordance with Texas law, the University must terminate an employee who is found to have knowingly failed to make a report of sexual misconduct when the responsible employee was required to do so or knowingly made a false report of sexual misconduct with intent to harm or deceive. Knowingly failing to make a report and knowingly making a false report are criminal offenses under Texas law.

**Appeals** – Any appeal must be filed in writing within five (5) business days of the Hearing Panel/Non-affiliated Hearing Officer's decision. If no appeal is filed by the deadline, the Hearing Panel/Non-affiliated Hearing Officer's recommendation(s) becomes final.

**Final Determination** – The decision becomes final if the appropriate administrator accepts or rejects the Hearing Panel/Nonaffiliated Hearing Officer's recommendation(s).

### Retaliation Prohibited

The University takes reports of sexual misconduct very seriously and will not tolerate retaliation against those who, in good faith, make such reports or participate in the investigation or adjudication process.

No person may intimidate, threaten, coerce, or discriminate against any individual for the purpose of interfering with any rights or privilege secured in this policy or because the individual has made a report or formal complaint, testified, assisted, or participated or refused to participate in any manner in an investigation, proceeding, or hearing under this policy.

Any person who believes they have been subjected to retaliation should immediately report this concern to the Title IX Coordinator.

If an individual makes a materially false statement in bad faith during the course of a grievance procedure under this policy, this conduct may constitute a violation through a separate University policy. A finding through a separate policy does not constitute retaliation prohibited in this section. However, a determination of responsibility under the Sexual Misconduct Policy alone is not sufficient to conclude that any party made a materially false statement in bad faith.

## **Immunity**

To encourage reporting, the University will not take any disciplinary action against a student enrolled at the University who, in good faith, reports being the victim of, or a witness to, an incident of sexual misconduct for a violation under the University's Student Code of Conduct for conduct by the student occurring at or near the time of the incident, regardless of the location at which the incident occurred or the outcome of the University's disciplinary process regarding the incident, if any. The University may investigate to determine whether a report of an incident of sexual misconduct was made in good faith. The determination that a student is entitled to amnesty is final and may not be revoked.

A person employed by or enrolled at the University acting in good faith who reports or assists in the investigation of a report of an incident of alleged sexual misconduct, or who testifies or otherwise participates in the formal complaint process, will not be subjected to any disciplinary action by the University for any violation by the person of the University's code of conduct reasonably related to the incident for which suspension or expulsion from the institution is not a possible punishment. The Title IX Coordinator makes decisions regarding immunity in conjunction with the appropriate sanctioning body.

Immunity, as described in this section, does not apply to individuals who participate or assist in the reported alleged incident.

## **Training of Investigators and Hearing Board Members**

**Investigators** – Investigators will receive training at least annually on issues related to sexual misconduct and how to conduct the processes outlined in this policy while being both trauma-informed and impartial while protecting the safety of those involved and promoting accountability.

**University Hearing Board and Hearing Officers** – Members of the University's Hearing Board and Hearing Officers will receive training at least annually on issues related to sexual misconduct. These individuals will also receive training regarding the role of the Title IX office in enforcing this Policy, best practices for hearings and hearing panelists, and their role in ensuring and promoting safety, due process, and accountability.

**Informal Resolution Training** – The University will provide training for Title IX Coordinators, investigators, Hearing Officers, and any person designated by the University to facilitate an informal resolution process as required by Title IX.

# Hazing Prevention and Awareness Statement

## Policy Statement

The University of Houston-Clear Lake (UHCL) is committed to fostering a safe and respectful campus environment. Hazing, in any form, is strictly prohibited and contradicts the university's core values of integrity, respect, and ethical leadership. This policy establishes UHCL's approach to hazing prevention, awareness, and reporting in accordance with institutional policies and applicable jurisdictional laws. For additional details, go to [Hazing | Students | Dean of Students | University of Houston-Clear Lake](#) ([www.uhcl.edu/dean-of-students/resources/hazing](http://www.uhcl.edu/dean-of-students/resources/hazing)).

## Definition of Hazing

Hazing is defined as any intentional, knowing, or reckless act occurring on or off campus, by one person alone or acting with others, directed against a student for the purpose of pledging, being initiated into, affiliating with, holding office in, or maintaining membership in an organization. Such acts include:

- Physical brutality (e.g., whipping, beating, branding).
- Exposure to the elements.
- Activities that subject the student to unreasonable risk of harm or adversely affect their mental or physical health or safety.
- Coercing the student to consume harmful substances.
- Any activity that induces, causes, or requires the student to perform a duty or task that involves a violation of the law.

## Reporting Incidents

Students, faculty, and staff, and other community members are encouraged to report hazing incidents through the university's anonymous reporting system or by contacting the Dean of Students Office. Reports are promptly investigated following established university procedures, ensuring confidentiality and fairness. UHCL complies with state and federal jurisdictional laws in addressing hazing incidents.

Individuals who witness or suspect hazing are strongly encouraged to report the incident. Reports can be made through the following channels:

- **Anonymous Report:** Anonymous reports can be filed with the University of Houston System via ClearView Connects at [ClearView Connects](#) (<https://cloud.clearviewconnects.com/#/reporter/submit-report?org=UOUSYS&lang=en&vanity=true>).
- **Dean of Students Office:**
  - Contact at (281) 283-2567 or visit the office at SSCB 1201. Office hours are Monday through Friday, 8 a.m. to 5 p.m.
  - A Maxient report can also be filed directly with the Dean of Students Office online at [Incident Reporting Form](#) ([https://cm.maxient.com/reportingform.php?UnivofHoustonClearLake&layout\\_id=0](https://cm.maxient.com/reportingform.php?UnivofHoustonClearLake&layout_id=0)).
- **UHCL Police Department:** For immediate threats to safety, call (281) 283-2222.

## Investigation Process

Upon receiving a report involving alleged hazing, UHCL will initiate an investigation in accordance with the Student Code of Conduct. The hazing investigation process includes the following steps:

1. If sufficient information is provided to support a hazing allegation, an investigation will be initiated by the Dean of Students Office.
2. Based on the initial investigation and information provided, the Dean of Students Office will determine whether one or more individual students or a student club/organization (as a whole) will go through the student conduct process.
3. Should an alleged hazing incident involve criminal activity, the information will be forwarded to UHCL Police for investigation.



## Hazing Awareness and Prevention

The university implements primary hazing prevention strategies designed to stop hazing before it occurs. These initiatives include, but are not limited to, annual hazing education for faculty during orientation, mandatory training for staff, and information sessions for incoming students during orientation and the first week of each semester. All University Sponsored Organizations, Registered Student Organizations, student clubs, and athletic teams are required to complete annual Hazing 101 training for officers and executive board members. Additionally, the Dean of Students Office and the Office of Student Involvement and Leadership offer hazing prevention workshops throughout the year.

## Prevention Strategies

UHCL utilizes the following proactive strategies to prevent hazing:

- **Bystander Intervention:** Education on recognizing and reporting potential hazing situations.
- **Ethical Leadership:** Encouraging student leaders to foster inclusive, respectful group environments.
- **Group Cohesion Strategies:** Promoting group practices that encourage bonding without coercion or harm.

## Applicable Texas State Laws

Under Texas law, hazing is a criminal offense with penalties that vary based on the severity of the act:

- **Failure to Report Hazing:** Class B Misdemeanor.
- **Hazing Not Resulting in Serious Bodily Injury:** Class B Misdemeanor.
- **Hazing Resulting in Serious Bodily Injury:** Class A Misdemeanor.
- **Hazing Resulting in Death:** State Jail Felony.

Organizations found guilty of hazing may be fined between \$5,000 and \$10,000, or an amount double the loss of expenses incurred due to the hazing incident. Consent to hazing is not a defense under the law.

UHCL remains dedicated to maintaining a hazing-free campus through ongoing education, policy enforcement, and community engagement. Any individual or organization found responsible for hazing will be subject to disciplinary action in accordance with university policies and applicable laws.

For more information or to report a hazing incident, please visit [Hazing | Students | Dean of Students | University of Houston-Clear Lake](https://www.uhcl.edu/dean-of-students/resources/hazing) ([www.uhcl.edu/dean-of-students/resources/hazing](https://www.uhcl.edu/dean-of-students/resources/hazing)).

## Clery Crime Statistics

### Definitions of Clery Act Geography

#### **On-Campus Property**

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

Any building or property that is within or reasonably contiguous to the area identified in paragraph (1) of this definition, that is owned by the institution but controlled by another person, is frequently used by students, and supports institutional purposes.

#### **On-Campus Residential 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 institutions and is within the reasonably contiguous geographic area that makes up the campus is considered an on-campus student housing facility.

#### **Public Property**

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

### **Non-Campus Buildings or Property**

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.

## **Definitions of Reportable Clery Act Crimes**

Crimes reported in the geographic spaces described above must be reported to the university community under the Clery Act. Note that some definitions differ under the laws of the State of Texas (state definitions are noted at the end of this section).

### **Primary Crimes**

#### **Criminal Homicide**

**Murder and Nonnegligent Manslaughter:** The willful killing of one human being by another.

**Manslaughter by Negligence:** The killing of another person through gross negligence. Gross negligence is the intentional failure to perform a manifest duty in reckless disregard of the consequences affecting the life or property of another.

#### **Sexual Assault Offenses**

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

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

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

**Statutory Rape:** Sexual intercourse with a person who is under the statutory age of consent.

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

**Aggravated Assault:** An unlawful attack by one person upon another for the purpose of inflicting severe or aggravated bodily injury.

**Burglary:** The unlawful entry of a structure to commit a felony or a theft.

**Motor Vehicle Theft:** The theft or attempted theft of a motor vehicle.

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

### Violence Against Women Act (VAWA) Crimes

**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.

**Domestic Violence:** A felony or misdemeanor crime of violence committed by: a) a current or former spouse or intimate partner of the victim, b) by a person with whom the victim shares a child in common, c) by a person who is cohabitating with, or has cohabitated with, the victim as a spouse or intimate partner; d) by a person similarly situated to a spouse of the victim under the domestic or family violence laws of the jurisdiction in which the crime of violence occurred, or e) by any other person against an adult or youth victim who is protected from that person's acts under the domestic or family violence laws of the jurisdiction in which the crime of violence occurred.

**Stalking:** 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.

### Hate Crimes

A criminal offense that manifests evidence that the victim was intentionally selected because of the perpetrator's bias against the victim. A bias is a preformed negative opinion or attitude toward a group of persons based on their race, religion, disability, sexual orientation, ethnicity, national origin, gender, or gender identity.

***Includes any of the above listed Primary Crimes, as well as:***

**Larceny-Theft:** The unlawful taking, carrying, leading, or riding away of property from the possession or constructive possession of another.

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

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

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

## Arrests and Referrals

Under the Clery Act, institutions of higher education must report statistics for violations of the law resulting in arrests or persons referred for disciplinary action. Because state laws and local ordinances vary across the United States, some specific state laws and local ordinances may apply to the University of Houston that would not apply to institutions of higher education located in neighboring jurisdictions.

### **Weapons Law Violations: Violations of laws**

or ordinances prohibiting the manufacture, sale, purchase, transportation, possession, concealment, or use of firearms, cutting instruments, explosives, incendiary devices, or other deadly weapons.

**Drug Law Violations:** Violations of laws prohibiting the production, distribution, and/or use of certain controlled substances and the equipment or devices utilized in their preparation and/or use.

**Liquor Law Violations:** Violations of state laws or local laws/ordinances prohibiting the manufacture, sale, purchase, transportation, possession, or use of alcoholic beverages.

**Sources of Clery Crime Definitions** – Definitions of reportable Clery Crimes come from a variety of sources and do not always align perfectly with local or state laws. Specifically, the FBI Uniform Crime Reporting (UCR) National Incident-Based Reporting System (NIBRS) Data Collection Guidelines are used to define Murder; Manslaughter by Negligence; Rape; Fondling; Incest; Statutory Rape; Robbery; Aggravated Assault; Burglary; Motor Vehicle Theft; Arson; Weapons Violations; Drug Abuse Violations; and Liquor Law Violations. The FBI UCR Hate Crime Data Collection Guidelines and Training Manual define hate crimes, including the following crimes motivated in whole or in part by Hate Crime Bias, Larceny-Theft, Simple Assault, Intimidation, Destruction/Damage/Vandalism or Property.

The Clery Act at 34 CFR §668.46(a) defines Dating Violence, Domestic Violence, and Stalking for the purposes of Clery Act reporting. All reported Clery Act crimes, whether completed or attempted, are counted in the statistics reported below.

## Unfounded Reported Clery Act Crimes

Certain reported Clery Act crimes that have been fully investigated by sworn law enforcement personnel and have been found to be false or baseless will be reclassified as unfounded for statistical reporting purposes. Unfounded crimes will be withheld from crime statistics, with only the total number of unfounded crimes noted for each calendar year.

## State Law Definitions

The following definitions are contained in the Texas Penal Code and the Texas Family Code but are not those used to define federal Clery Act crimes. If a crime victim chooses to report to either a local law enforcement agency or the University of Houston-Clear Lake Police Department, state prosecutors will rely on the following in criminal charging:

**Dating Violence:** An act, other than a defensive measure to protect oneself, by an individual 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, or sexual assault.

**Domestic (Family) Violence:** 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, or abuse by a member of a family or household toward a child of the family or household, or dating violence.

**Sexual Assault:** A person commits an offense if the person (1) 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 (2) 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.

**Stalking:** A person who, 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: (1) the person knows or reasonably believes the other person will regard as threatening including 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 fear that an offense will be committed against the other person's property, and (2) 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 fear that an offense will be committed against the other person's property, and (3) would cause a reasonable person to fear bodily injury or death for himself or herself, or 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, or fear that an offense will be committed against the person's property.

**"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."

**"Family"** means individuals related by consanguinity or affinity, individuals who are former spouses of each other, individuals who are parents of the same child, without regard to marriage, and a foster child and foster parent, without regard to whether those individuals reside together.

**"Household"** means a unit composed of persons living together in the same dwelling, without regard to whether they are related to each other

**"Child"** means a person younger than 17 years of age.

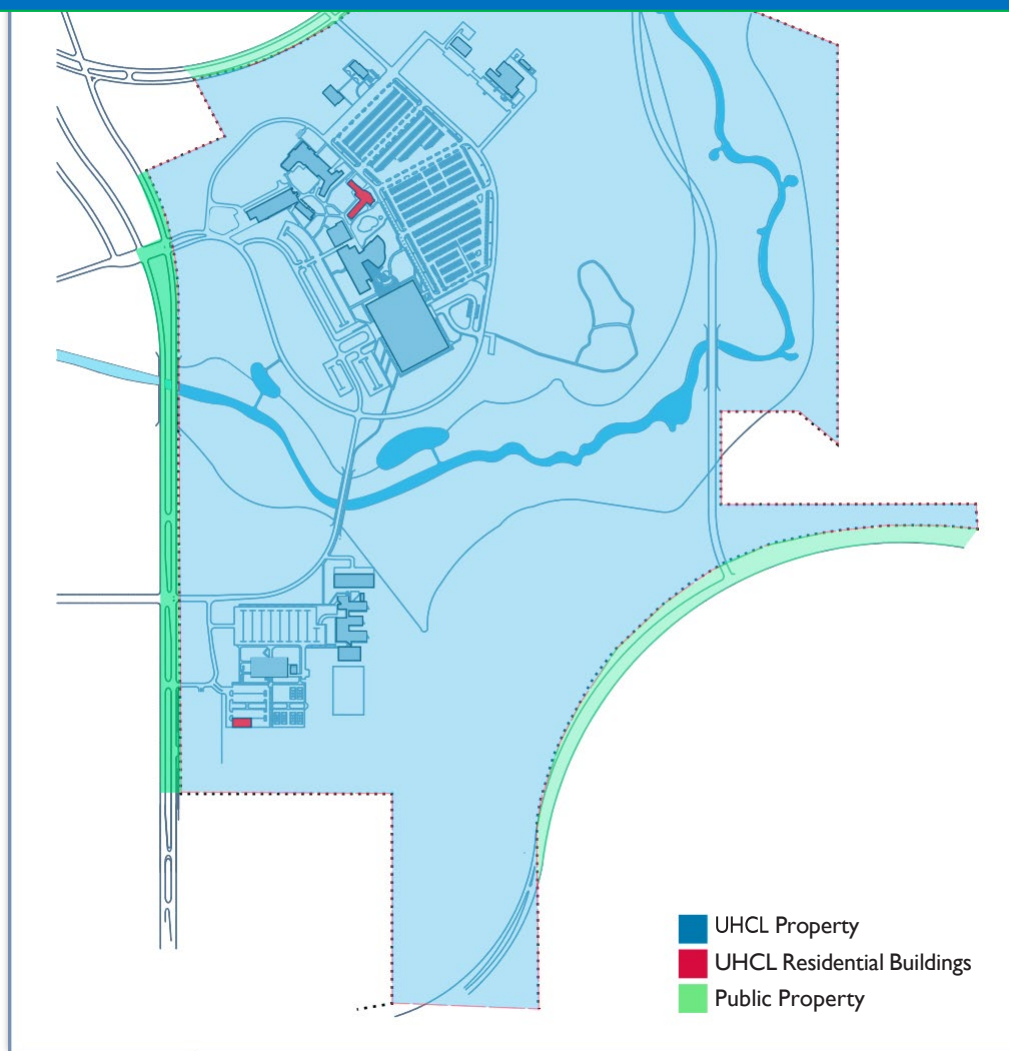
**"Spouse"** means a person who is legally married to another.

**"Lack of Consent"** means the actor compels the other person to submit or participate by the use of physical force or violence; the actor compels the other person to submit or participate by threatening to use force against the other person, and the other person believes that the actor has the present ability to execute the threat; the other person has not consented and the actor knows the other person is unconscious or physically unable to resist; the actor knows



that as a result of mental disease or defect the other person is at the time of the sexual assault incapable either of appraising the nature of the act or of resisting it; the other person has not consented and the actor knows the other person is unaware that the sexual assault is occurring; the actor has intention-ally impaired the other person's power to appraise or control the other person's conduct by administering any substance without the other person's knowledge; the actor compels the other person to submit or participate by threatening to use force or violence against any person, and the other person believes the actor has the ability to execute the threat; the actor is a public servant who coerces the other person to submit or participate ; or the actor is a mental health services provider or a health care services provider who causes the other person, who is a patient or former patient of the actor, to submit or participate by exploiting the other person's emotional dependency on the actor.

## University of Houston-Clear Lake Campus



## University of Houston-Clear Lake

Offense Type	Year	On Campus	Residential Facilities	Non-Campus buildings	Public Property	Total
<b>Murder/Non-Negligent Manslaughter</b>	2021	0	0	0	0	0
	2022	0	0	0	0	0
	<b>2023</b>	0	0	0	0	0
<b>Manslaughter by Negligence</b>	2021	0	0	0	0	0
	2022	0	0	0	0	0
	<b>2023</b>	0	0	0	0	0
<b>Rape</b>	2021	1	1	0	0	1
	2022	3	2	0	0	3
	<b>2023</b>	1	1	0	0	1
<b>Fondling</b>	2021	0	0	0	0	0
	2022	0	0	1	0	1
	<b>2023</b>	0	0	0	0	0
<b>Incest</b>	2021	0	0	0	0	0
	2022	0	0	0	0	0
	<b>2023</b>	0	0	0	0	0
<b>Statutory Rape</b>	2021	0	0	0	0	0
	2022	0	0	0	0	0
	<b>2023</b>	0	0	0	0	0
<b>Robbery</b>	2021	0	0	0	0	0
	2022	1	0	0	0	1
	<b>2023</b>	0	0	0	0	0
<b>Aggravated Assault</b>	2021	0	0	0	0	0
	2022	0	0	0	0	0
	<b>2023</b>	2	2	0	0	2
<b>Burglary</b>	2021	1	0	0	0	1
	2022	0	0	0	0	0
	<b>2023</b>	3	1	0	0	3
<b>Motor Vehicle Theft</b>	2021	1	0	0	0	1
	2022	0	0	0	0	0
	<b>2023</b>	0	0	0	0	0
<b>Arson</b>	2021	0	0	0	0	0
	2022	0	0	0	0	0
	<b>2023</b>	0	0	0	0	0

**Unfounded Clery crimes:** There were zero (0) unfounded crimes in 2023, two (2) unfounded crimes in 2022, and zero (0) unfounded crimes in 2021. Unfounded crimes are Clery crimes investigated by law enforcement officers and determined to be baseless or false. Crime statistics were requested from the following law enforcement agencies: Houston Police Department, Harris County Sheriff's Department, Pearland Police Department, Texas Medical Center Police Department, Texas DPS, Alief ISD Police Department, Metro Police Department, TABC, and the University of Houston Police Department. Statistics from the Pearland Police Dept are reflected in the Pearland Campus statistical table.

University of Houston-Clear Lake						
<i>Arrests – Drug, Liquor, and Weapons Law Violations</i>						
Offense Type	Year	On Campus	Residential Facilities	Non-Campus Building	Public Property	Total
Drug Violations	2021	0	0	0	0	0
	2022	0	0	0	0	0
	2023	0	0	0	0	0
Liquor Law Violations	2021	0	0	0	0	0
	2022	0	0	0	0	0
	2023	0	0	0	0	0
Weapons Violations	2021	0	0	0	0	0
	2022	0	0	0	1	1
	2023	0	0	0	0	0
University of Houston-Clear Lake						
<i>Referrals – Drug, Liquor, and Weapons Law Violations</i>						
Offense Type	Year	On Campus	Residential Facilities	Non-Campus Building	Public Property	Total
Drug Violations	2021	0	0	0	0	0
	2022	1	1	0	0	1
	2023	0	0	0	0	0
Liquor Law Violations	2021	1	1	0	0	1
	2022	0	0	0	0	0
	2023	9	4	0	0	9
Weapons Violations	2021	0	0	0	0	0
	2022	0	0	0	0	0
	2023	0	0	0	0	0
University of Houston-Clear Lake						
VAWA						
Offense Type	Year	On Campus	Residential Facilities	Non-Campus Building	Public Property	Total
Dating Violence	2021	1	1	0	0	1
	2022	2	1	0	0	2
	2023	2	2	0	0	2
Domestic Violence	2021	0	0	0	0	0
	2022	1	1	0	0	1
	2023	1	1	0	0	1
Stalking	2021	4	0	0	0	4
	2022	17	7	0	0	17
	2023	24	5	0	0	24

There was (1) hate/bias crime reported on this campus for calendar year 2023: vandalism/sexual orientation bias at a residential facility. Zero (0) hate/bias crimes were reported on this campus in 2022 or 2021.

# University of Houston-Clear Lake Pearland Campus



## University of Houston-Clear Lake Pearland Campus

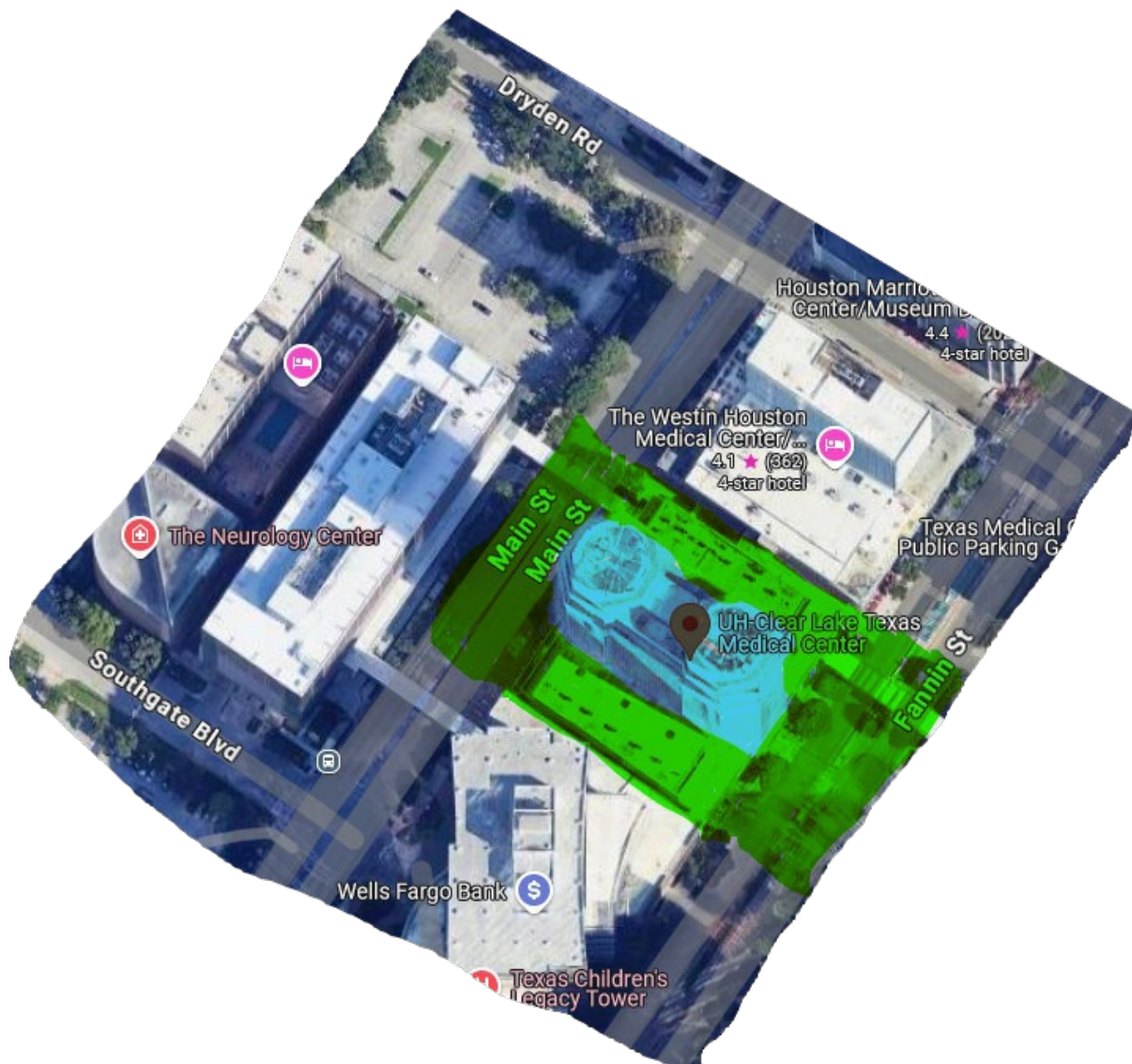
Offense Type	Year	On Campus	Public Property	Total
<b>Murder/Non-Negligent Manslaughter</b>	2021	0	0	0
	2022	0	0	0
	<b>2023</b>	0	0	0
<b>Manslaughter by Negligence</b>	2021	0	0	0
	2022	0	0	0
	<b>2023</b>	0	0	0
<b>Rape</b>	2021	0	0	0
	2022	0	0	0
	<b>2023</b>	0	0	0
<b>Fondling</b>	2021	0	0	0
	2022	0	0	0
	<b>2023</b>	0	0	0
<b>Incest</b>	2021	0	0	0
	2022	0	0	0
	<b>2023</b>	0	0	0
<b>Statutory Rape</b>	2021	0	0	0
	2022	0	0	0
	<b>2023</b>	0	0	0
<b>Robbery</b>	2021	0	0	0
	2022	0	0	0
	<b>2023</b>	0	0	0
<b>Aggravated Assault</b>	2021	0	0	0
	2022	0	0	0
	<b>2023</b>	0	0	0
<b>Burglary</b>	2021	0	0	0
	2022	0	0	0
	<b>2023</b>	0	0	0
<b>Motor Vehicle Theft</b>	2021	0	0	0
	2022	0	0	0
	<b>2023</b>	0	0	0
<b>Arson</b>	2021	0	0	0
	2022	0	0	0
	<b>2023</b>	0	0	0



University of Houston-Clear Lake Pearland Campus <i>Arrests – Drug, Liquor, and Weapons Law Violations</i>				
Offense Type	Year	On Campus	Public Property	Total
Drug Violations	2021	0	0	0
	2022	0	0	0
	<b>2023</b>	1	0	1
Liquor Law Violations	2021	0	0	0
	2022	0	0	0
	<b>2023</b>	0	0	0
Weapons Violations	2021	0	0	0
	2022	0	0	0
	<b>2023</b>	0	0	0
University of Houston-Clear Lake Pearland Campus <i>Referrals – Drug, Liquor, and Weapons Law Violations</i>				
Offense Type	Year	On Campus	Public Property	Total
Drug Violations	2021	0	0	0
	2022	0	0	0
	<b>2023</b>	0	0	0
Liquor Law Violations	2021	0	0	0
	2022	0	0	0
	<b>2023</b>	0	0	0
Weapons Violations	2021	0	0	0
	2022	0	0	0
	<b>2023</b>	0	0	0
University of Houston-Clear Lake Pearland Campus <i>VAWA</i>				
Offense Type	Year	On Campus	Public Property	Total
Dating Violence	2021	0	0	0
	2022	0	0	0
	<b>2023</b>	0	0	0
Domestic Violence	2021	0	0	0
	2022	0	0	0
	<b>2023</b>	0	0	0
Stalking	2021	0	0	0
	2022	0	0	0
	<b>2023</b>	0	0	0

There were (0) unfounded or hate/bias crimes reported on this campus for calendar years 2021-2023.

## University of Houston-Clear Lake Texas Medical Center Campus



University of Houston-Clear Lake  
Texas Medical Center Campus  
6624 Fannin St., 14th Floor  
Houston, Texas 77030

	UHCL Property
	Public Property

## University of Houston-Clear Lake Texas Medical Center

Offense Type	Year	On Campus	Public Property	Total
Murder/Non-Negligent Manslaughter	2021	0	0	0
	2022	0	0	0
	2023	0	0	0
Manslaughter by Negligence	2021	0	0	0
	2022	0	0	0
	2023	0	0	0
Rape	2021	0	0	0
	2022	0	0	0
	2023	0	0	0
Fondling	2021	0	0	0
	2022	0	0	0
	2023	0	0	0
Incest	2021	0	0	0
	2022	0	0	0
	2023	0	0	0
Statutory Rape	2021	0	0	0
	2022	0	0	0
	2023	0	0	0
Robbery	2021	0	0	0
	2022	0	0	0
	2023	0	0	0
Aggravated Assault	2021	0	0	0
	2022	0	0	0
	2023	0	0	0
Burglary	2021	0	0	0
	2022	0	0	0
	2023	0	0	0
Motor Vehicle Theft	2021	0	0	0
	2022	0	0	0
	2023	0	0	0
Arson	2021	0	0	0
	2022	0	0	0
	2023	0	0	0

University of Houston-Clear Lake Texas Medical Center				
<i>Arrests – Drug, Liquor, and Weapons Law Violations</i>				
Offense Type	Year	On Campus	Public Property	Total
Drug Violations	2021	0	0	0
	2022	0	0	0
	2023	0	0	0
Liquor Law Violations	2021	0	0	0
	2022	0	0	0
	2023	0	0	0
Weapons Violations	2021	0	0	0
	2022	0	0	0
	2023	0	0	0
University of Houston-Clear Lake Texas Medical Center				
<i>Referrals – Drug, Liquor, and Weapons Law Violations</i>				
Offense Type	Year	On Campus	Public Property	Total
Drug Violations	2021	0	0	0
	2022	0	0	0
	2023	0	0	0
Liquor Law Violations	2021	0	0	0
	2022	0	0	0
	2023	0	0	0
Weapons Violations	2021	0	0	0
	2022	0	0	0
	2023	0	0	0
University of Houston-Clear Lake Texas Medical Center VAWA				
Offense Type	Year	On Campus	Public Property	Total
Dating Violence	2021	0	0	0
	2022	0	0	0
	2023	0	0	0
Domestic Violence	2021	0	0	0
	2022	0	0	0
	2023	0	0	0
Stalking	2021	0	0	0
	2022	0	0	0
	2023	0	0	0

There were (0) unfounded or hate/bias crimes reported at this campus for calendar years 2021-2023.



## Fire Marshal Introduction

The UHCL Fire Marshal works in conjunction with State and Local Fire Marshal Offices to ensure the university complies with the National Fire Protection Association's Life Safety Code and Universal Fire Code. The University of Houston-Clear Lake Fire Marshal's Office does this through a robust program of construction plan reviews, building inspections, fire investigations, safety permits, fire extinguisher maintenance, and community outreach.

Al Black

Director, Emergency Management and Fire Safety

## How to Report a Fire

For any open flame, smoke, or signs of fire, immediately call 281.283.2222 or 911 (from any campus phone).

## Notifying University Officials of a Past Fire

To report a previous fire or signs of fire damage on any of the University of Houston-Clear Lake campuses, contact 281.283.2222.

## Fire and Life Safety

Fire and Life Safety involves everyone in every area of the university and refers to the prevention of fire, accidents, injury, and property damage. Through inspections, fire safety equipment is checked and maintained, and safety concerns such as frayed electrical cords, trip hazards, broken or inappropriate equipment, and fire hazards are identified and removed. Through design and plan review, architects and engineers are assisted in ensuring that fire and life safety measures are built into areas under construction. Emergency Management provides assistance in developing specific evacuation plans. Through training, classes are available for evacuation planning, fire, life safety, and fire extinguishers.

## Definitions

For purposes of this report, a fire is defined as any instance of open flame or other burning in a place not intended to contain the burning or in an uncontrolled manner.



## Fire Safety Systems and Drills in On-Campus Residential Housing Units

Fire evacuation drills are conducted in the residential halls at least once every semester. All fire safety systems are inspected annually per the National Fire Protection Association code.

## Portable Electrical Appliances, Smoking, and Open Flames in Residential Housing Facilities

**Space Heaters** – Space heaters are not allowed on campus by order of the University of Houston-Clear Lake Fire Marshal. The high risk of space heaters is compounded by using space heaters that do not have the required built-in safety features, the use of extension cords, and the overloading of circuits and tripped breakers due to the high amperage necessary to start up the devices.

Medical exceptions to the prohibition of space heaters will be granted on a case-by-case basis with a letter from a treating physician.

Safe alternatives to space heaters include electric blankets and heating pads. Questions regarding this policy should be directed to the UHCL Fire Marshal at 281.283.2110 or [UHCLOEM@uhcl.edu](mailto:UHCLOEM@uhcl.edu).

**Prohibited Electrical Appliances** – Open coil heating or cooking devices, including toaster ovens, hot plates, extension cords, multi-plug adaptors, string lights (such as Christmas lights) unless battery operated, and hoverboards.

**Cooking Devices** – Portable cooking appliances are only permitted in designated kitchen areas.

**Smoking and Open Flames** – Open flames in residence halls, such as candles, incense, and fireworks, are prohibited. The University of Houston-Clear Lake is a tobacco-free campus; this includes the use of electronic cigarettes and vape pens.

## Evacuation Procedures in Residential Housing in the Event of Fire

The key to a successful evacuation is planning. Each resident must familiarize themselves with their respective residence hall's evacuation plan.

Each residence hall's evacuation plan is posted on each floor of their respective residence hall: Hunter Hall and University Forest Apartments.

### **Residents should also consider the following:**

- Know at least two exits other than the elevators;
- Know UHCL emergency numbers 281.283.2222 or 911 (from any campus phone);
- Participate in all fire drills and take them seriously;
- Know your meeting place outside;
- Remain outside the building until allowed back in by UHCL PD officers;
- Stop whatever you are doing in the event of a fire alarm, smoke, or open flame;
- Grab your personal possessions quickly;
- Do not take time to gather more things than you can quickly find;

- DO NOT WAIT! Walk to the nearest exit;
- If your nearest exit is blocked, move immediately to another exit;
- If you need assistance with evacuation, please notify your Residence Life Coordinator. If a Fire Alarm sounds, everyone is required to evacuate the building.

## Policies for Fire Safety Education and Training Programs Provided to Students and Employees

Environmental, Health, and Safety offers education and training to students and employees in fire extinguisher use, fire and life safety tips, and residential hall fire safety and exit strategy. Training can be scheduled by contacting the University of Houston-Clear Lake Office of Emergency Management and Fire Safety at 281.283.2110 or via email at [UHCLOEM@uhcl.edu](mailto:UHCLOEM@uhcl.edu).

## Plans for Future Improvements in Fire Safety

Most residential facilities have complete and modern fire alarm systems that communicate with the University of Houston-Clear Lake Police Department autonomously in the event of a triggered fire alarm. All units have local smoke detection devices installed to alert occupants of smoke in the building. All residential facilities meet current fire and life safety codes –no additional improvements to the fire and life safety systems are planned.

## Fire Log Information

The University of Houston-Clear Lake Fire Marshal maintains a daily fire incident log, available 8 a.m.-5 p.m. Monday through Friday, 2700 Bay Area Boulevard Bayou Building #1636, Houston, TX 77058

### Fire Safety Amenities in the UHCL Residential Facilities

Building	24/7 UHCL-PD Monitoring	Sprinkler System	Smoke Detection	Voice (Public Address)	Fire Exit	Evacuation Plans and Placards	Evacuation Drills per Year
Hunter Hall	Yes	Yes	Yes	Yes	Yes	Yes	2
University Forest Apartments	No, Local alarm only	No	Yes	No	Yes	No	2

### 2021 Statistics and Information Regarding Fires in UHCL Residential Facilities

Facility	Total Fires in Each Building	Fire number	Date	Time	Cause of Fire	Number of injuries requiring treatment at a medical facility	Number of deaths related to a fire	Value of property damage caused by fire	UHCL-PD Case number
University of Forest Apartments	0	0	N/A	N/A	N/A	N/A	N/A	N/A	N/A
Hunter Hall	0	0	N/A	N/A	N/A	N/A	N/A	N/A	N/A

### 2022 Statistics and Information Regarding Fires in UHCL Residential Facilities

Facility	Total Fires in Each Building	Fire number	Date	Time	Cause of Fire	Number of injuries requiring treatment at a medical facility	Number of deaths related to a fire	Value of property damage caused by fire	UHCL-PD Case number
University of Forest Apartments	0	0	N/A	N/A	N/A	N/A	N/A	N/A	N/A
Hunter Hall	0	0	N/A	N/A	N/A	N/A	N/A	N/A	N/A

### 2023 Statistics and Information Regarding Fires in UHCL Residential Facilities

Facility	Total Fires in Each Building	Fire number	Date	Time	Cause of Fire	Number of injuries requiring treatment at a medical facility	Number of deaths related to a fire	Value of property damage caused by fire	UHCL-PD Case number
University of Forest Apartments	0	0	N/A	N/A	N/A	N/A	N/A	N/A	N/A
Hunter Hall	0	0	N/A	N/A	N/A	N/A	N/A	N/A	N/A







