



MEMORANDUM OF ADMINISTRATIVE POLICY

SECTION: Public Safety
AREA: Risk Management

Number: 01.F.10

SUBJECT: Violence on Campus

I. PURPOSE AND SCOPE

This document describes the University of Houston-Clear Lake's (university) facilities and identifies university resources and programs to deal with such eventualities. The explicit goals of this document and the programs it describes are to protect people and property, reduce fear and stress, maintain the workplace and classroom as a productive and safe environment, and establish a consistent process for responding to violence or behavior of concern and managing incidents of violence or behavior of concern at the University of Houston.

This document also defines and describes the processes to be followed in responding to threats of violence and managing incidents of threatened violence. It applies to all facilities of the University of Houston-Clear Lake and all faculty, staff, students, visitors, and contractors who are on the university's campus. This document also applies to incidents involving university employees or students at other locations when they are participating in a university-sponsored activity.

Alleged incidents involving sexual misconduct, domestic violence, dating violence, or stalking as defined in the [Sexual Misconduct Policy](#) will be handled in accordance with the [Sexual Misconduct Policy \(SAM 01.D.08\)](#), as well as by the UHCL Police Department (UHCL PD), as appropriate.

II. POLICY

The University of Houston-Clear Lake seeks to provide a safe environment for learning and working. In pursuit of that goal, university administration finds violence and threats of violence unacceptable. To foster a safe and supportive working/learning environment, the university provides police services and intervention, and -- where it is deemed appropriate -- counseling, training, and education about violence and prevention of violence for employees and students.

The policy of the University of Houston System and its components is to ensure equal opportunity in all its educational programs and activities, and all terms and conditions of employment without regard to age, race, color, disability, religion, national origin, veteran's status, genetic information, or sex (including pregnancy), except where such a distinction is required by law. Additionally, UH System prohibits discrimination in all aspects of employment and educational programs based on sexual orientation, gender identity, or gender expression. For the UH System's Official Non-Discrimination Statement, see [SAM.01.D.05 – Equal Opportunity and Non-Discrimination Statement](#).

III. DEFINITIONS

Threat: An intent and ability to inflict physical or other types of harm on any person or self or on property. Threats may be oral, written, or physical and typically fall into three categories: Direct, Conditional, or Veiled.

Direct Threat: Threats against a specific target, sometimes describing methods for committing violence.

Conditional Threat: Threats that are contingent upon a certain set of circumstances (often uses the "if" term).

Veiled Threat: Threats that are vague and subject to multiple interpretations.

Violence and Behaviors of Concern: Includes, but is not limited to, verbal or non-verbal behavior that can be construed as intimidating, threatening or hostile, physical or verbal abuse, harassment, stalking, vandalism, arson, sabotage, use of weapons, unlawful possession of weapons on university property, the threat of any of the above, or any other act inconsistent with this policy.

IV. POLICY PROVISIONS

- A. It is a violation of the law, and of this policy, to intentionally, knowingly, or recklessly cause physical harm to another person; to intentionally or knowingly threaten someone else with physical injury, or to touch another person in a way the individual knew would be considered offensive or provocative. [[Texas Penal Code 22.01](#)]
- B. The University of Houston-Clear Lake will not tolerate physical or non-physical acts of violence or behaviors of concern. All alleged violations of this policy will be promptly reviewed to determine whether further investigation is necessary.
- C. This policy also prohibits all firearms and other weapons defined as prohibited by the Texas Penal Code on property owned or occupied by the university, except as permitted by the [Texas Labor Code, Chapter 52, Subchapter G](#) and [Texas Government Code, Chapter 411, Subchapter H](#).
- D. University administration will provide policy services and take other action, as appropriate, to address campus violence and other behaviors of concern. The University will also make counseling, training, and education

regarding violence, threats of violence, and violence prevention available to managers, employees, and students.

University offices with primary roles in responding to matters of campus violence include:

- Office of Academic Affairs and Provost
- Dean of Students Office
- Division of Student Affairs
- Administration and Finance (A&F)
- Human Resources (HR)
- Counseling and Mental Health Center
- Office of General Counsel (OGC)
- UHCL PD

- E. The following teams may coordinate the assessment of any situation where there is a concern for risk of potential threat or violence and/or provide additional assessment of situations to determine if further resources and actions are needed.
- a. **Threat of Violence Advisory Team (TOVAT)** - A team representing the appropriate offices of those listed in Section IV.C that will convene quickly at the discretion of the Chief of Police or designee to provide direction in response to acts or communications constituting threats of violence. This team may assist in determining:
 - i. The existence of a serious threat.
 - ii. The need for counseling and/or training.
 - iii. Recommendations concerning continued employment/enrollment.
 - iv. Impact on the campus community.
 - b. **CARE Team** - A team representing the appropriate offices of those listed in Section IV.C and others that will convene quickly in response to an incident report or other information presented regarding students of concern.
 - c. **Counseling and Mental Health Center** – Provides counseling or referrals for counseling resources for individuals who experience trauma resulting from acts of threat or violence at the university.
- F. UHCL PD should be kept informed of acts of violence and potential violence at the university. Every employee or student who is contacted about, or has knowledge of, a threat of violence or a violent act at the university or while on university business should immediately contact the UHCL Police Department, who will respond in accordance with this document, as well as the Police Department policies and procedures.

The Police Department will promptly submit incident reports to the Dean of Students' Office, as appropriate, in all cases involving students.

V. PROCEDURES

The University of Houston-Clear Lake responds to real, threatened, and potential acts of violence or behaviors of concern through the following means.

- A. **Protection:** UHCL PD's objective is to provide a safe and protected environment for people and property at the University of Houston. In addition to law enforcement services, the department provides police escorts, surveillance, vehicle assistance, and handicapped assistance to employees, students, and visitors; crime prevention programs; and money transfers.
- B. **Education and Training:** Human Resources, in consultation with CARE and/or TOVAT, as appropriate, will periodically provide training programs and individual counseling to employees and students on violence-related subjects – prevention of and response to violence and threat of violence, stress management, and conflict resolution dealing with difficult people.
- C. **Prevention:** The university services described in this document seek to prevent acts of violence at the university through training and intervention.
- D. **Intervention and Crisis Management:** Through CARE and/or the TOVAT, intervention and crisis management services will be provided when threats of actual violence or behaviors of concern occur at the university.
- E. **Follow-Up:** The TRT will be available to provide support to employees and students following acts of violence at the university.
- F. **Inquiry about handgun status by University employees:** Employees of the University, except for UHCL Police Department, should not inquire as to the handgun status of any person.
- G. **Verbal reference to firearms or other weapons:** The declaration of handgun possession [or **Other Weapons** as defined in Section V. I.] may be considered a threat under some circumstances.
- H. **Weapon discharge:** The discharge of a weapon intentionally or unintentionally anywhere on campus by any person m Any person who intentionally or unintentionally discharges a weapon anywhere on campus may be grounds for disciplinary action, up to and including removal, probation, suspension, termination, or dismissal.
- I. **Other weapons:** All other weapons are **strictly prohibited** for students, faculty, staff, and visitors, including, but not limited to, long guns, knives with blades longer than 5.5 inches, brass knuckles, clubs, and explosives. Their possession on campus is grounds for immediate Disciplinary Action.
- J. **Storage Facilities:** The university will not provide secure storage areas. Handguns may be stored in privately owned or leased vehicles if the vehicle is under the sole control of the driver and the handgun is in a locked compartment.
- K. **University Vehicles:** Individuals with a LTC must maintain control of their weapon consistent with state law at all times.
- L. **Establishment of Exclusion Zones:** UHCL PD will review applications to establish, modify or eliminate gun exclusion zones based on an

application by a University unit, based on the [Campus Carry Policy \(MAP 01.C.20\)](#). These recommendations will be taken to the Vice President for Administration and Finance, who will recommend whether a building or area should be added to or removed from an exclusion zone. The President or designee will have final approval of all requests. These exclusions will be maintained separately in the Campus Carry Policy (MAP 01.C.20) Appendix 1.

- M. **Reporting violations of this policy:** Any violations of this policy should be reported to the UHCL PD. Policy violations as well as all handgun-related incidents will be reported to the President annually.
- N. **Reporting to Texas Legislature:** In even numbered years by September 1, the University will submit a copy of their policy along with the justification used for development of the policy.

VI. REVIEW AND RESPONSIBILITY

Responsible Party: Chief of Police

Review schedule: Every two years on or before May 1

VII. APPROVAL

/Martin Baylor/

Interim Vice President of Administration and Finance

/Richard Walker, PhD/

President

Date: January 30, 2025

VIII. REFERENCES

[Texas Penal Code §30.06](#)

[Texas Penal Code §46.03](#)

[Texas Government Code Chapter 411, Subchapter H](#)

[S.B. 11 \(84th Texas Legislative Session – 2015\) – “Campus Carry” Act](#)

[H.B. 1927 \(87th Texas Legislative Session – 2021\) – Firearm Carry Act of 2021](#)

[Campus Carry Policy | University of Houston-Clear Lake \(uhcl.edu\)](#)

IX. REVISION LOG

Revision Number	Approved Date	Description of Changes
1	January 30, 2025	New Policy Final Draft