

San Jacinto College

Police Department



2010 Annual Security Report and
Annual Fire Safety Report

A MESSAGE FROM OUR CHIEF



On behalf of the men and women of the San Jacinto College Police Department, I want to welcome you to San Jacinto College. The safety and well-being of our students, faculty, staff, and visitors is our foremost concern. The San Jacinto College community, with whom our department personnel interact, is a concentration of highly educated academicians, students, and well qualified staff. This climate attracts, and is home to, many facilities and disciplines located on our campuses.

Our department is staffed with highly trained and professional employees who are dedicated to serving the unique needs of the College community. In everything that we do, we will demonstrate our professionalism and our commitment to excellence through our integrity, respect, ethics, and dedication. Our mission is to promote and maintain a safe and secure environment through education, and the discretionary enforcement of the San Jacinto College Student Handbook, the College Traffic Rules and Regulations, and the laws of the State of Texas.

With your help and participation, along with our commitment, I am confident that the time you spend at San Jacinto College will be safe and productive. Our commitment goes beyond the campus boundaries by participating in a cooperative spirit with all local area law enforcement and emergency responders.

The 2010 Annual Security Report is published to provide information about services, programs, and statistical information in compliance with the Jeanne Clery Disclosure of Campus Policy and Campus Crime Statistics Act. If you have any questions or suggestions concerning this publication, please contact SJCPD Police at (281) 476-1820, or come by the office located at the Central Campus, 2nd floor of the Newton Student Center, at 8060 Spencer Highway, Pasadena Texas.

Sincerely,

Jeffrey Van Slyke, Ed. D.

Chief of Police

MEET THE STAFF

Chief of Police

Jeffrey Van Slyke, Ed. D.
8060 Spencer Highway
Pasadena, Texas 77505
281-476-1820
jeffrey.vanslyke@sjcd.edu

Patrol Sergeant – Central Campus

Ronald Johnston
8060 Spencer Highway
Pasadena, Texas 77505
281-476-1820
ronald.johnston@sjcd.edu

Sergeant – Central Campus

Dan Masera
8060 Spencer Highway
Pasadena, Texas 77505
281-476-1820
daniel.masera@sjcd.edu

Lieutenant-South Campus

Connie Bajula
13735 Beamer Road
Houston, Texas 77089
281-476-1820
connie.bajula@sjcd.edu

Lieutenant-North Campus

Isaac Villareal
5800 Uvalde
Houston, Texas 77049
281-476-1820
isaac.villareal@sjcd.edu

Administrative Assistant

Berenice Spencer
8060 Spencer Highway
Pasadena, Texas 77505
281-476-1621
berenice.spencer@sjcd.edu

Assistant Chief

Heath Cariker
8060 Spencer Highway
Pasadena, Texas 77505
281-476-1820
heath.cariker@sjcd.edu

Sergeant Investigator – Central Campus

Claude Ludwig
8060 Spencer Highway
Pasadena, Texas 77505
281-476-1820
claudeludwig@sjcd.edu

Sergeant – Central Campus

Monica Vasquez-Ervin
8060 Spencer Highway
Pasadena, Texas 77505
281-476-1820
monica.vasquez@sjcd.edu

Patrol-Sergeant-South Campus

Keith Brack
13735 Beamer Road
Houston, Texas 77089
281-476-1820
keith.brack@sjcd.edu

Patrol Sergeant-North Campus

David Gardner
5800 Uvalde
Houston, Texas 77049
281-476-1820
david.gardner@sjcd.edu

Telecommunications Supervisor

Annette Stewart
8060 Spencer Highway
Pasadena, Texas 77505
281-476-1820
annette.stewart@sjcd.edu

MISSION STATEMENT

The mission of The San Jacinto College Police Department is to serve and enrich the College Community quality of life by promoting and maintaining a safe and secure environment.

VALUES

INTEGRITY: The San Jacinto College Community's trust and confidence in the police department is earned by the integrity of its Police Officers. All SJCPD Officers are expected to conduct themselves in a manner that is fair, ethical, and exhibits a sense of duty and honor for the position entrusted to them.

JUSTICE: The administration of law and order is based upon the concept of justice for all and the preservation of constitutional rights. The fulfillment of that ideal requires a commitment by Police Officers to protect citizens and to strive to ensure that citizens will be treated with respect, dignity, and fairness.

SERVICE: As members of the law enforcement profession, SJCPD recognizes the significance of serving the College Community. As such, all SJCPD employees are duty bound in their commitment to provide excellent services.

TRUST: The San Jacinto College Community has entrusted the Police Department to exercise its authority with discretion, good judgment, respect, and a commitment to honesty, justice, and diversity. Each member of SJCPD strives to build upon the trust and confidence of the students, staff, faculty, and general public.

VISION

The vision of The San Jacinto College Police Department is to become a recognized leader in higher education law enforcement by providing the College Community with quality police services.

GOALS

In an effort to transform this vision into reality, The San Jacinto College Police Department has set the following goals:

- To determine, develop, and deploy services and specialized community based programs.
- To recruit, select, train, and retain competent, committed, and ethical Police Officers.
- To utilize Department resources in an effective and efficient manner.

MOTTO

COOPERATE AND GRADUATE!

SAN JACINTO COLLEGE POLICE DEPARTMENT

ANNUAL SECURITY REPORT – 2010

The San Jacinto College Police Department is responsible for preparing and distributing the Annual Security Report to comply with the *Jeanne Clery Disclosure of Campus Security Policy and Crime Statistics Act (Clery Act)*. The Annual Security Report is published every year by October 1st and contains three years of selected campus crime statistics and certain campus security policy statements in accordance with the Clery Act.

The San Jacinto College Police Department composes the Annual Security Report and statistical information with input from various sources such as local law enforcement agencies, Physical Plant, Division of Student Affairs, and Campus Officials.

Designated campus officials or “campus security authorities” include, but are not limited to, directors, deans, department heads, designated Human Resource Department liaison, judicial affairs, and advisors to students/student organizations.

PURPOSE OF ANNUAL SECURITY REPORT

Enacted in 1990, *The Student Right to Know and the Campus Security Act* was designed to assist students in making decisions which affect their personal safety and to ensure institutions of higher education provide students, prospective students, staff, and faculty the information they need to avoid becoming victims of campus crime.

The *Higher Education Act* of 1998 and the subsequent amendment of the implementing regulations (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 Crime Statistics Act*” (hereafter the Clery Act). The Clery Act requires colleges and universities to:

- Publish an annual report every year by Oct.1 that contains three years of selected campus crime statistics and certain campus security policy statements.
- Disclose crime statistics for the campus, public areas immediately adjacent to or running through the campus, and certain non-campus facilities. The statistics must be gathered from campus police or security, local law enforcement, and other College officials who have “significant responsibility for student and campus activities.”
- Provide “timely warning” notices of those crimes that have occurred and pose an ongoing “threat to students and employees.”
- Disclose in a public crime log “any crime that occurred on campus . . . or within the patrol jurisdiction of the campus police or the campus security department and is reported to the campus police or security department.”

DISCLOSURE OF ANNUAL REPORT NOTIFICATION

Each year, an email notification is sent to all current students, faculty, and staff providing the web site to access this report. Upon request, prospective students and employees may obtain a written paper copy of the report, which will be available at the San Jacinto College Police Department located at 8060 Spencer Highway in Pasadena Texas 77505 or on the web: <http://www.sanjac.edu/police>.

ENFORCEMENT AUTHORITY

The San Jacinto College Police Department is the primary police authority for San Jacinto College. Its Police Officers are certified Texas Peace Officers as defined in article 2.12 of the Texas Code of Criminal Procedure. Pursuant to Section 51.203 of the Texas Education Code, the primary jurisdiction of San Jacinto College Officers includes all counties in which property is owned, leased, or otherwise under the control of San Jacinto College. Within their primary jurisdiction, San Jacinto College Officers:

- Are vested with all the powers, privileges, and immunities of peace officers;
- May arrest without warrant any person who violates state law, in accordance with chapter 14, of the Texas Code of Criminal Procedure.
- And may enforce all traffic laws on streets and highways.

Pursuant to Section 51.210 of the Texas Education Code, San Jacinto College Officers are also empowered to enforce the rules and regulations of San Jacinto College. The San Jacinto College Police Department also works regularly with the City of Pasadena Police Department, The city of La Porte Police Department, the Deer Park Police Department, the Harris County Sheriff's Department and other local law enforcement agencies on criminal investigations. The San Jacinto College Police Department will provide and seek assistance from other federal, state, county, and local law enforcement agencies.

PROFESSIONAL STANDARDS

The San Jacinto College Police Department's ability to develop and sustain the public's trust involves our commitment to provide excellent services in our efforts to promote and maintain a safe and secure College community. All members of the San Jacinto College community can expect to be treated in a courteous and professional manner by members of our department.

The San Jacinto College Police Department will not tolerate an employee who acts unprofessionally or who does not provide an appropriate and reasonable level of service. We also wish to recognize instances where our employees have been especially helpful or have exceeded your expectations in the service they have provided.

The foundational dynamic of the relationship between the police and the public requires interdependence – not independence. The public are the police, and the police are the public, and it is essential that the services provided to the San Jacinto College community are acceptable. Thus, it is important that we obtain feedback from the community we serve regarding the quality of service deliverables.

We strongly encourage you to help us improve your Department by bringing any complaints and compliments to the attention of any of the following individuals in a timely manner:

- Request the on-duty Police Supervisor (normally a Police Sergeant) by calling (281) 476-1820. This individual is available 24-hours a day.
- Address written correspondence to: Chief of Police, San Jacinto College Police Department 8060 Spencer Highway Pasadena Texas 77505.
- Send an email to the appropriate individual listed in the report > ***“Meet the Staff.”***

INCIDENT REPORTING AND RESPONSE

Any on-campus emergency, criminal offense, or suspected criminal activity, should be reported immediately to the College Police by dialing 5555, from any campus phone. Also, you can use one of the many emergency "BLUE" telephones located throughout the campuses. Campus elevators are also equipped with emergency phones. Upon receipt of the call, the San Jacinto College Police Communications Center personnel can supply information or dispatch officers as necessary. For non-emergencies, dial (281) 476-1820. To contact the College Police from an off-campus phone or cell phone, please call (281) 476-9128.

The San Jacinto College Police will respond as quickly and safely as possible to any request for assistance, whether it is an emergency or not. Response time is based on current activity and severity of the call. Crimes in progress, alarms, traffic accidents with injuries, and medical assists have a higher priority than other types of calls.

Members of the San Jacinto College Police Department remain vigilant in their efforts to be visible and accessible to the College community per the following patrol modes: 1) vehicular, 2) golf-cart, 3) bike-patrol, and 4) foot patrol, which provides immediate and personable public contact. For off-campus offenses, we encourage prompt reporting to the proper local law enforcement agency.

We cannot overemphasize the importance of prompt and accurate reporting of an incident or accident. For example, if a crime is not reported promptly, evidence can be destroyed or the potential to apprehend a suspect is lost. Consequently, this will inhibit the ability to determine the facts and develop an accurate report, and information could be missed that is essential for further investigation. If you witness a crime or emergency, promptly report it to the SJCPD and be prepared to answer questions as accurately as you can. The subsequent investigation can only be as thorough as the information received. If you are the victim of a crime, or you have seen or received information of criminal activity or other emergency, please contact the San Jacinto College Police immediately.

DAILY CRIME LOG

Each day, the San Jacinto College Police Department compiles a "Daily Crime Log" that is available to the media, the public, and various campus offices. This summary identifies the type, location, time, and date the crime was reported to the College's Police Department. You may view a printed copy of this report at the San Jacinto College Police Department Records office located at 8060 Spencer Highway, Pasadena, Texas 77505.

CONFIDENTIAL REPORTING OF CRIMES

The College Police Department encourages anyone who is the victim or witness to any crime to promptly report the incident to the police. Felony crimes can be reported anonymously by calling Crime Stoppers at (713) 222-TIPS (8477).

OTHER CONSIDERATIONS

There will be no retaliatory action against any individual with respect to the implementation of any provision of the Clery Act. The Office of the Dean of Students can assist the victim with issues including, but not limited to, class schedule changes, or withdrawal procedures.

REPORTING CRIMINAL OFFENSES TO CAMPUS SECURITY AUTHORITIES

Faculty, staff, and students are encouraged to report any criminal offenses within the campus environment directly to the San Jacinto College Police Department. For off-campus offenses, we encourage prompt reporting to the proper local law enforcement agency. As an option, you may also report criminal offenses to designated campus officials (including but not limited to) directors, deans, department heads, human resources, advisors to students/student organizations, athletic coaches, or to local law enforcement agencies.

Although exempt from the reporting requirements of the Clery Act, pastoral and professional mental health counselors are encouraged to refer persons they are counseling to report crimes on a voluntary, confidential basis for inclusion in the annual statistics, especially if the incident may pose an ongoing threat to the campus community.

MISSING PERSONS

It is the policy of the San Jacinto College Police Department to thoroughly investigate all reports of missing persons. In addition, this agency considers a missing child, and an adult that is mentally impaired, to be considered “at risk” until significant information to the contrary is confirmed.

Staff members should follow the instructions below upon receiving a report of a missing student:

- Immediately contact the San Jacinto College Police Department with all information provided regarding the missing student so that an investigation can be initiated. This is required by Federal Law.
- Provide the SJCPD with the names and contact information of any people designated as a “missing person contact” found in the “Emergency Contact” database on the Intranet.
- The SJCPD will notify the designated emergency contacts.
- Submit an incident report to the Office of the Dean of Students.

CRIMINAL ACTIVITY OFF-CAMPUS

The San Jacinto College Police Department, as well as campus officials, will assist students with notification to the proper law enforcement authorities. It is our goal to provide assistance wherever the report is made to make sure we include the crime in our annual security report.

When a San Jacinto College student is involved in an off-campus offense, the San Jacinto College Police Department may assist with the investigation in cooperation with local, state, or federal law enforcement agencies. There will be no retaliatory action against any individual with respect to the implementation of any provision of the Clery Act.

TIMELY WARNING POLICY

In consultation with the Chancellor/Vice Chancellor of Fiscal Affairs or his/her designee, San Jacinto College is responsible for issuing timely warnings in compliance with the Jeanne Clery Act, 20 U.S.C. § 1092(f) et seq. Jeanne Clery Act, 20 U.S.C. § 1092. The San Jacinto College Police Department will continuously and diligently work and coordinate with local, state, and federal law enforcement agencies to address exigent public safety concerns.

Anyone with information warranting a timely warning should report the circumstances to the San Jacinto College Police Department. As soon as possible after the incident is reported to SJCPD, designated Campus Safety Authorities and SJC Administrators collaborate regarding if and when a timely warning should be issued. Such discussion may occur either in-person, teleconference, or per email discussions.

The decision to issue a timely warning shall be decided on a case-by-case basis in compliance with the Clery Act and will consider all available facts. The timing of the notification shall be based upon whether the crime is considered a serious or continuing threat to students or employees and the possible risk of compromising law enforcement efforts.

Anyone with information warranting a timely warning should report the circumstances immediately to the Chief of Police of the San Jacinto College Police Department, or his designee, by phone at (281) 476-1820 or in person at the San Jacinto College Police Department 8060 Spencer Highway, Pasadena, Texas 77505.

PROCEDURE

When a determination has been made that a timely warning should be issued, the San Jacinto College Police and Marketing departments will work collaboratively to inform the campus community of the incident by taking one or more appropriate steps to ensure timely notification:

- Invoke SJC ALERT ME text and voice message system. Members of the campus community may enroll to receive these notifications at <http://www.sanjac.edu/alert-me>.
- College-wide email of the timely warning notice.
- Distribute warning fliers around the campus.
- Post the warning on the SJCPD website <http://www.sanjac.edu/police>.

Such warning(s) may include, but are not limited to, the following information:

- Type of crime
- Date, time, and location of the incident
- Suspect description
- Public safety reminder(s)

COLLEGE EMERGENCY NOTIFICATION POLICY

The San Jacinto College's emergency preparedness, response and evacuation protocols are published online and accessible at <http://www.sanjac.edu>. The protocols require authorized SJC officials to immediately notify the campus community upon the confirmation of a significant emergency or dangerous situation occurring on the campus involving an immediate threat to the health and safety of students, faculty, and staff, unless issuing a notification will compromise efforts to contain the emergency. All students and employees are highly encouraged to read and review these protocols regularly.

Emergency response and evacuation procedures are tested annually. The Crisis Management Plan designates the SJCPD (by dialing 5555) as the initial contact for reporting all emergency situations and for response to and resolution of all emergencies. Upon receiving the report of an emergency, the responding officer will determine the appropriate level of response required and will communicate with appropriate personnel at the scene.

Emergency messages will include information detailing what has occurred and directions to the community regarding what to do next. The ALERT ME system will be activated to provide an emergency notification to registered users through email and text message. The emergency notification process does not replace the timely warning requirement. Instead, the emergency notification addresses a much wider range of threats such as gas leaks, fires, weather (tornado/hurricane), bomb threats, contagious viruses, etc.

PROCEDURE

When a determination has been made that an emergency notification should be issued, the San Jacinto College Marketing Department will inform the campus community by taking one or more appropriate steps to ensure timely notification:

- Invoke ALERT ME text system. Members of the campus community may enroll to receive these notifications at <http://www.sjcd.edu/alert-me>.
- Issue a campus-wide email of the emergency notification;

All decisions concerning the discontinuation of college functions, cancellation of classes, or cessation of operations, rest with the Chancellor or their designee. After consulting with the Emergency Management Team, the Chancellor shall be responsible for declaring a major institutional emergency. Should it be deemed necessary to warn the College community of an impending threat or emergency situation, the College Emergency Notification Systems will be activated.

The College Emergency Notification Systems consist of the following:

- Text Messaging
- Voice Messaging
- Email
- Television and Radio Media
- Building Marshals
- Departmental Phone Listing
- Status reports will be updated and posted continuously on the following:
- College Emergency Information Line 888-845-5288
- College Website www.sanjac.edu

SAN JACINTO COLLEGE ALERT ME

Providing a safe and secure environment for our students, faculty, and staff is a top priority at San Jacinto College. In light of the tragic situations in recent years at other colleges, the College has partnered with Blackboard Connect to create SJC ALERTME, which will contact members of the campus community through voice and text messages in the event of an emergency situation.

SJC ALERTME will provide San Jacinto College with another communication tool to keep students, faculty, and staff informed during threatening situations and weather-related closings. In order to receive voice and text messages, you must provide your telephone and/or cell phone number to the College by logging into your account on SOS and clicking on the red SJC ALERTME tab.

SJC ALERTME will be activated when the College determines a serious threat exists and the College community must take immediate action to remain safe and secure. The system will also be used to announce an unscheduled College and / or campus closing, or cancellation of classes due to severe weather.

SJC ALERTME will call each phone number that you provide in SOS regardless of whether or not the call is answered. Text messages will only be sent once.

There is no cost to sign up for this notification service. However, when the system sends a voice or text message to your personal phone, you are responsible for any charges from your phone service provider associated with receiving voice or text messages.

In addition to SJC ALERTME, the College will continue to use its well-established communications methods including:

- The San Jacinto College website
- The San Jacinto College emergency information line at: 1-888-845-5288
- College / Campus broadcast emails
- Official San Jacinto College Facebook and Twitter sites
- Local media

EMERGENCY RESPONSE AND EVACUATION PROCEDURES

In some emergency situations, such as severe weather, utility failures, etc., an evacuation of the campus may be ordered by the Chancellor or his/her designee. A campus evacuation or closure is an organized withdrawal from campus facilities where the time of return is determined by the circumstances of the emergency or event. When such action is warranted, you will be appropriately advised by the College Emergency Notification Systems.

When notified to evacuate the campus because of inclement weather, immediately proceed with Back-Up and Pack-Up Procedures securing offices and instructional areas to protect equipment and critical documents.

Building Evacuation

A building evacuation is most commonly initiated by the building's fire alarm system. When the building fire alarm sounds:

- Evacuate the building immediately, calmly, and quickly.
- Carry all personal items, i.e. books, purses, etc. as you may not be allowed back in the building.
- Walk to the nearest exit/stairwell (Close doors behind you).
- Do not use elevators.
- Proceed to designated area outside the building moving as far away from the building as possible. Do not stand on porch areas.
- Keep streets, fire lanes, hydrant areas, and walkways clear for emergency vehicles and personnel.
- Do not re-enter building until cleared by authorized personnel.
- Assist with the evacuation of individuals with special needs.

ALCOHOLIC BEVERAGES, ILLEGAL DRUGS, WEAPONS

As an institution interested in the intellectual, physical and psychological well-being of the campus community, San Jacinto College deems it important to curtail the abusive or illegal use of alcoholic beverages. All members of the College community and guests are required to comply with federal, state and local laws regarding the distribution, possession, and consumption of alcoholic beverages.

Alcohol

The possession of alcohol by anyone under 21 years of age in a public place or a place open to the public is illegal. It is also a violation of law and student rules to possess or consume alcoholic beverages on any of the College's campuses. Consequences could result in criminal charges or arrest by the San Jacinto College Police Department and/or sanctions by the college. The Office of the Dean of Students is committed to promoting responsible decision making regarding alcohol and drugs through educational programming, resources, and referrals.

Illegal Drugs

Texas state law prohibits the manufacture, sale, delivery, possession, or use of a controlled substance without legal authorization. A controlled substance includes any drug, substance or immediate precursor covered under the Texas Controlled Substances Act, including but not limited to opiates, barbiturates, amphetamines, marijuana, and hallucinogens. The possession of drug paraphernalia is also prohibited under Texas state law. Drug paraphernalia includes all equipment, products and material of any kind that are used to facilitate, or intended or designed to facilitate, violations of the Texas Controlled Substances Act. Alleged violations of this policy may result in criminal charges and will also be adjudicated through the College's Dean of Students disciplinary process.

Weapons

In accordance with Texas Penal Code Ch. 46, it is a felony to intentionally, knowingly or recklessly possess a firearm, illegal knife or prohibited weapon (with or without a concealed handgun permit) on the physical premises of a school or educational institution, to include any buildings or passenger transportation vehicles under the direct control of the educational institution.

SEXUAL ASSAULT

Victims of sexual assault, or persons who have information regarding a sexual assault, are strongly encouraged to report the incident to the San Jacinto College Police Department immediately. It is the policy of the department to conduct investigations of all sexual assault complaints with sensitivity, compassion, patience, and respect for the victim. Investigations are conducted in accordance with guidelines established by the Texas Penal Code, Code of Criminal Procedure and the Harris County District Attorney's Office.

All information and reports of sexual assault are kept strictly confidential. In accordance with the Texas Code of Criminal Procedures, Art. 57, victims may use a pseudonym to protect their identities. A pseudonym is a set of initials, or a fictitious name, chosen by the victim to be used in all public files and records concerning the sexual assault. The victims of sexual assault are not required to file criminal charges or seek judicial actions through the College's disciplinary process. However, victims are encouraged to report the assault in order to provide the victim with physical and emotional assistance.

The San Jacinto College Police Department's Crime Prevention Unit is available to all victims to provide information about personal safety, Texas Crime Victims' Rights, Texas Crime Victims Compensation Fund and other information upon request. The Office of the Dean of Students can assist the victim with issues including, but not limited to, class schedule changes, withdrawal procedures.

The San Jacinto College Police Department is available to receive and investigate reports of sexual assault, assist a victim in securing medical attention, participate in evidence preservation and collection, conduct investigations, and inform the victim of legal and administrative options both on and off campus.

Guidelines or suggestions to follow after a sexual assault:

- Go to a safe place as soon as you can.
- Contact the San Jacinto College Police Department at 911 (5555 using an on-campus phone).
- Get medical attention as soon as possible to make sure you are physically well and to collect important evidence in the event you may later wish to take legal action.
- Try to preserve all physical evidence. Do not wash, use the toilet, or change clothing if you can avoid it. If you do change clothes, put all clothing you were wearing at the time of the attack in a paper, not plastic, bag.
- Talk with a counselor who will maintain confidentiality, help explain your options, give you information, and provide emotional support.
- Contact someone you trust to be with you and support you.

MEDICAL TREATMENT

It is important to seek immediate and follow-up medical attention for several reasons: first, to assess and treat any physical injuries you may have sustained; second, to determine the risk of sexually transmitted diseases or pregnancy and take preventive measures; and third, to gather evidence that could aid criminal prosecution. Physical evidence should be collected immediately, ideally within the first 24 hours. It may be collected later than this, but the quality and quantity of the evidence may be diminished.

SEXUAL ASSAULT PREVENTION

The college Police Department's Crime Prevention Unit provides education, prevention and personal safety programs.

SEX OFFENDER REGISTRY

The "Campus Sex Crimes Prevention Act" is a federal law enacted on Oct. 28, 2000 that provides for the tracking of convicted, registered sex offenders enrolled as students at institutions of higher education, employed, or volunteering on campus.

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

The Texas Department of Public Safety (DPS) is the official Texas internet source for Sex Offender Registration information. The Sex Offender Registration open record information is extracted from the DPS Sex Offender Registration Database. The DPS maintains files based on registration information submitted by criminal justice agencies and represents a statewide source of information on sex offenders required by law to register. The DPS public web page can be found at https://records.txdps.state.tx.us/DPS_WEB/Portal/index.aspx.

The San Jacinto College Police Department receives notification of registered sex offenders from the Harris County Sheriff's Sex Offender Registration Office that are currently employed, work, teach, volunteer, or attend classes on the campuses of San Jacinto College. Information about these registered sex offenders may be found on the San Jacinto College Police Department's public web site at <http://www.sanjac.edu/police> "Registered Sex Offender Notification."

DISCIPLINARY ACTION - ALLEGED SEX OFFENSES

The San Jacinto College Office of the Dean of Students will review information received regarding incidents involving sexual offenses for alleged violations of the San Jacinto College Student Handbook. For information on the definition of sexual misconduct student rule violations, please see the Student Rules.

Accuser and accused are entitled to same opportunities to have others present during a disciplinary proceeding. Accuser and accused will be informed of the outcome of any institutional disciplinary proceeding alleging a sex offense.

ACCESS AND MAINTENANCE OF CAMPUS FACILITIES

Access

The dean, director, or department head is responsible for determining access to facilities under their control. The San Jacinto College Police Department's Crime Prevention Unit, upon request, will prepare a security survey of the facilities to determine security coverage and appropriate access control. It is unlawful for any person to trespass on the grounds of any state of Texas institution of higher education of this state or to damage or deface any of the buildings, statues, monuments, memorials, trees, shrubs, grasses, or flowers on the grounds of any state institutions of higher education. (Texas Education Code Section 51.204)

The governing board of a state institution of higher education or its authorized representatives may refuse to allow persons having no legitimate business to enter on property under the board's control, and may remove any person from the property on his or her refusal to leave peaceably on request. Identification may be required of any person on the property. (Texas Education Code Section 51.209)

Maintenance

The Maintenance Department at San Jacinto College maintains the buildings, grounds, utility systems, and custodial services for the College campuses. They provide electricity, running water, waste disposal, landscape maintenance, building/office renovation, custodial services, and emergency repairs. Faculty and staff are encouraged to report maintenance problems.

Police personnel closely monitor any security-related maintenance problems after hours, and report their findings to the appropriate college official. If necessary, they will stand by until the problem is corrected.

The San Jacinto College Police Department routinely surveys campus lighting nightly and monitors those areas having defective fixtures and reports the deficiencies to the appropriate personnel for corrective action. The operations of the emergency telephones are checked on a scheduled periodic basis.

San Jacinto College Police Department

Crime Statistics – 2010

SAN JACINTO COLLEGE – CENTRAL CAMPUS

Criminal Offenses – On Campus	2008	2009	2010
a. Murder/Non-negligent manslaughter	0	0	0
b. Negligent Manslaughter	0	0	0
c. Sex Offenses - Forcible	0	0	0
d. Sex Offenses - Non-forcible	0	0	0
➤ Incest	0	0	0
➤ Statutory Rape	0	0	0
e. Robbery	0	0	0
f. Aggravated Assault	0	0	0
g. Burglary	7	8	7
h. Motor Vehicle Theft	0	0	0
i. Arson	0	0	0
j. Arrest: Drug Abuse Violations	0	0	0
k. Disciplinary Referrals: Drug Abuse Violation	0	0	0
l. Arrest: Weapons Carrying, Possessing, etc.	0	0	0
m. Disciplinary Referrals: Weapons	0	0	1
n. Arrest: Liquor Law Violation	0	0	0
o. Disciplinary Referrals: Liquor Law Violation	0	0	1

SAN JACINTO COLLEGE – SOUTH CAMPUS

Criminal Offenses - On campus	2008	2009	2010
e. Murder/Non-negligent manslaughter	0	0	0
f. Negligent Manslaughter	0	0	0
g. Sex Offenses - Forcible	0	0	0
h. Sex Offenses - Non-forcible	0	0	0
➤ Incest	0	0	0
➤ Statutory Rape	0	0	0
e. Robbery	0	0	0
f. Aggravated Assault	0	0	0
g. Burglary	8	9	0

SAN JACINTO COLLEGE – SOUTH CAMPUS			
h. Motor Vehicle Theft	1	1	3
i. Arson	0	0	0
j. Arrest: Drug Abuse Violations	0	0	0
k. Disciplinary Referrals: Drug Abuse Violation	0	0	0
l. Arrest: Weapons Carrying, Possessing, etc.	0	0	0
m. Disciplinary Referrals: Weapons	0	0	0
n. Arrest: Liquor Law Violation	0	0	0
o. Disciplinary Referrals: Liquor Law Violation	0	0	0
SAN JACINTO COLLEGE – NORTH CAMPUS			
Criminal Offenses - On campus	2008	2009	2010
i. Murder/Non-negligent manslaughter	0	0	0
j. Negligent Manslaughter	0	0	0
k. Sex Offenses - Forcible	0	0	0
l. Sex Offenses - Non-forcible	0	0	0
➤ Incest	0	0	0
➤ Statutory Rape	0	0	0
e. Robbery	0	0	1
f. Aggravated Assault	0	0	1
g. Burglary	5	2	1
h. Motor Vehicle Theft	0	1	7
i. Arson	0	0	0
j. Arrest: Drug Abuse Violations	0	0	0
k. Disciplinary Referrals: Drug Abuse Violation	0	0	3
l. Arrest: Weapons Carrying, Possessing, etc.	0	0	0
m. Disciplinary Referrals: Weapons	0	0	0
n. Arrest: Liquor Law Violation	0	0	0
o. Disciplinary Referrals: Liquor Law Violation	0	0	0

DEFINITIONS OF CLERY ACT (General)

1. **“On Campus”** is defined as 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. This also includes any building or property that is within or reasonably contiguous to the geographic area that is owned by the institution but controlled by another person, is frequently used by students, and supports institutional purposes (such as a food or other retail vendor).
2. **“Non-Campus”** is defined as any building or property owned or controlled by an institution that is used in direct support of, or in relation to, the institution’s educational purposes, is frequently used by students, and is not within the same reasonably contiguous geographic area of the institution. This also includes any building or property owned or controlled by a student organization that is officially recognized by the institution.
3. **“Public Property”** is defined as all public property, including thoroughfares, streets, sidewalks, and parking facilities, that is within the campus, or immediately adjacent to and accessible from the campus.
4. **Murder and Non-negligent Manslaughter:** the willful (non-negligent) killing of one human being by another.
5. **Negligent Manslaughter:** the killing of another person through gross negligence.
6. **Sex Offenses-Forcible:** Any sexual act directed against another person, forcibly and/or against that person’s will; or not forcibly or against the person’s will where the victim is incapable of giving consent.
7. **Forcible Rape:** The carnal knowledge of a person, forcibly and/or against that person’s will; or not forcibly or against the person’s will where the victim is incapable of giving consent because of his/her temporary or permanent mental or physical incapacity (or because of his/her youth).
8. **Forcible Sodomy:** Oral or anal sexual intercourse with another person, forcibly and/or against that person’s will; or not forcibly against the person’s will where the victim is incapable of giving consent because of his/her youth or because of his/her temporary or permanent mental or physical incapacity.
9. **Sexual Assault with an Object:** The use of an object or instrument to unlawfully penetrate, however slightly, the genital or anal opening of the body of another person, forcibly and/or against that person’s will; or not forcibly or against the person’s will where the victim is incapable of giving consent because of his/her youth or because of his/her temporary or permanent mental or physical incapacity.
10. **Forcible Fondling:** The touching of the private body parts of another person for the purpose of sexual gratification, forcibly and/or against that person’s will; or, not forcibly or against the person’s will where the victim is incapable of giving consent because of his/her youth or because of his/her temporary or permanent mental incapacity.

11. **Sex Offenses, Non-Forcible:** Unlawful, non-forcible sexual intercourse. Includes only incest and statutory rape.
12. **Incest:** Non-forcible sexual intercourse between persons who are related to each other within the degrees wherein marriage is prohibited by law.
13. **Statutory Rape (sexual assault of a child):** Non-forcible sexual intercourse with a person who is under the statutory age of consent.
14. **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.
15. **Aggravated Assault:** An unlawful attack by one person upon another for the purpose of inflicting severe or aggravated bodily injury. This type of assault usually is accompanied by the use of a weapon or by a means likely to produce death or great bodily harm. (It is not necessary that injury result from an aggravated assault when a gun, knife, or other weapon is used that could and probably would result in serious personal injury if the crime were successfully completed.)
16. **Burglary:** The unlawful entry of a structure to commit a felony or theft. For reporting purposes this definition includes: unlawful entry with intent to commit a larceny or felony, breaking and entering with intent to commit a larceny, housebreaking, safecracking, and all attempts to commit any of the aforementioned acts.
17. **Motor Vehicle Theft:** The theft or attempted theft of a motor vehicle. (Classify as motor vehicle theft all cases where automobiles are taken by persons not having lawful access even though the vehicles are later abandoned, including joyriding.)
18. **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, personal property of another, etc.
19. **Hate Crime:** Any of the aforementioned offenses, and any other crime involving bodily injury reported to local police agencies or to a campus security authority that manifests evidence that the victim was intentionally selected because of the perpetrator's bias.
20. **Race:** A preformed negative attitude toward a group of persons who possess common physical characteristics.
21. **Gender:** A preformed negative opinion or attitude toward a group of persons because those persons are male or female.
22. **Religion:** A preformed negative opinion or attitude toward a group of persons who share the same religious beliefs regarding the origin and purpose of the universe and the existence or nonexistence of a supreme being.
23. **Sexual Orientation:** A preformed negative opinion or attitude toward a group of persons based on their sexual attraction toward, and responsiveness to, members of their own sex or members of the opposite sex.

24. **Ethnicity/National Origin:** A preformed negative opinion or attitude toward a group of persons of the same race or national origin who share common or similar traits, languages, customs, and traditions.
25. **Disability:** A preformed negative opinion or attitude toward a group of persons based on their physical or mental impairments/challenges, whether such disability is temporary or permanent, congenital or acquired by heredity, accident, injury, advanced aged, or illness.
26. **Additional Hate Crime Definitions:** In addition to any of the crimes above, the following acts are now reportable as Hate Crimes, when motivated by prejudice on account of race, gender, religion, sexual orientation, ethnicity, or disability.
27. **Larceny Theft:** The unlawful taking, carrying, leading, or riding away of property from the possession or constructive possession of another.
28. **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.
29. **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.
30. **Destruction/Damage/Vandalism of Property (Except "Arson"):** To 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.
31. **Weapon Law Violations:** The violation of laws or ordinances dealing with weapon offenses, regulatory in nature, such as: manufacture, sale, or possession of deadly weapons; carrying deadly weapons, concealed or openly; furnishing deadly weapons to minors; aliens possessing deadly weapons; and all attempts to commit any of the aforementioned acts.
32. **Drug Abuse Violations:** Violations of state and local laws relating to the unlawful possession, sale, use, growing, manufacturing, and making of narcotic drugs. The relevant substances include: opium or cocaine and their derivatives (morphine, heroin, codeine); marijuana; synthetic narcotics (Demerol, methadone); and dangerous non-narcotic drugs (enzedrine).
33. **Liquor Law Violations:** The violation of laws or ordinances prohibiting: the manufacture, sale, transporting, furnishing, possessing of intoxicating liquor; maintaining unlawful drinking places; bootlegging; operating a still; furnishing liquor to a minor or intemperate person; using a vehicle for illegal transportation of liquor; drinking on a train or public conveyance; and all attempts to commit any of the aforementioned activities. (Drunkenness and driving under the influence are not included in this definition.)

CRIME PREVENTION PROGRAMS

A primary goal of the San Jacinto College Police Department is the prevention of crime before it occurs. Because San Jacinto College Police Officers cannot be everywhere all the time, they need the help of all members of the College community to take an active role in their personal safety and property protection. Crime prevention is important to the campus community and you can help by reporting any crime or suspected crime immediately to the College Police. By doing so, you may be preventing someone else from becoming a victim of a more serious crime.

The San Jacinto College Police Department maintains a Sergeant Crime Prevention Coordinator, who is responsible for the development and implementation of community policing/public safety initiatives, maintains liaison with area law enforcement agencies to foster cooperation for the resolution of special problems, and develops programs and initiatives that promote the safety and welfare of the College community, participating in new student orientation programs, and responding to requests for speaking with the College community regarding crime prevention strategies.

For additional information or to schedule a program you are encouraged to call the Crime Prevention Unit at (281) 476-1820, or stop by and visit at 8060 Spencer Highway, Pasadena, Texas 77505.

San Jacinto College Police Department offers a variety of crime prevention programs to our community members.

- Personal Safety Awareness
- Office Security Survey
- Sexual Assault Awareness
- Motor Vehicle Theft Prevention
- Bicycle or Personal Property Engraving

THEFT PREVENTION

Although the statistical reporting of theft offenses is not required by the Clery Act, the San Jacinto College Police Department believes that the College community should be aware of and guard against the theft of property.

It is important for all of us to understand our role in the reduction of crime. A lesson taught to all crime prevention practitioners is often referred to as the Crime Triangle. For any crime to occur three elements must be present: desire, ability and opportunity.

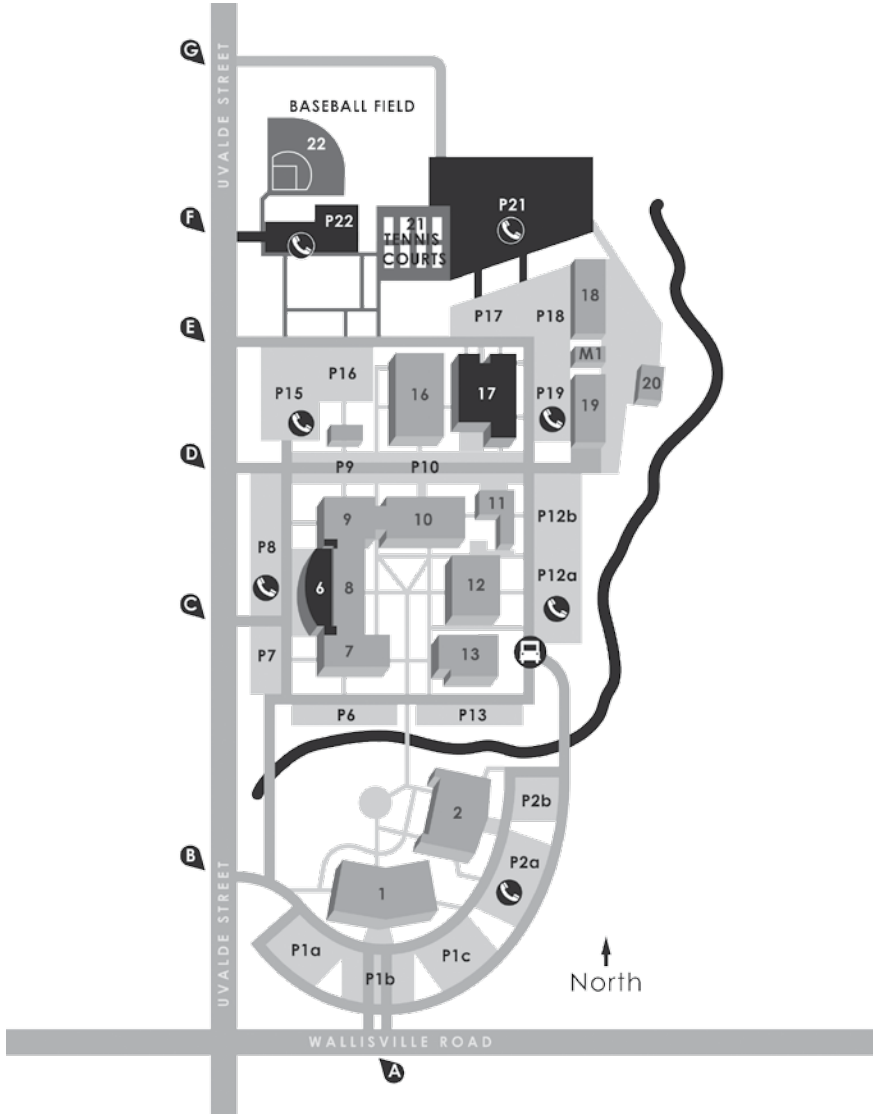
Members of the College community easily recognize there is little that can be done to control the ability and desire of criminals. The College community's greatest strength in the prevention of crime is our initiative to reduce or eliminate the opportunity for a crime to occur.

PROTECT YOUR PROPERTY

The following serve as reminders to help deter the opportunistic thief from taking advantage of you. For example, in any campus environment, laptops and bicycles are a prime target of the opportunistic thief. The San Jacinto College Police Department Crime Prevention Coordinator encourages all students to participate in "Operation Identification," by engraving your driver's license number with the appropriate state prefix on the laptop cover or bicycle frame. The CPC also recommends you document the color, make, model, and serial number of the laptop or bicycle and keep it in a safe place.

The San Jacinto College Police Department strongly believes the sharing of this information can help in the prevention and reduction of crime:

- By being more aware and observant during your daily activities. If you feel the actions of a person appear suspicious, take the time to notify the police. We would much rather receive the call and determine later there was no problem, than to not be informed when a crime is being committed.
- By being an active participant in "Operation Identification," you can record the make, model, and serial number of your property. Also, engrave your driver's license number with the prefix from the state of issuance. Once you have gathered this information, secure it in a safe place so that if you are victimized, this information can be entered in the state and national database of stolen property.
- The San Jacinto College Police Department's Crime Prevention Coordinator can assist you in the engraving of your property.
- By not leaving your property (backpacks, laptops, cell phones, textbooks, purses etc.) unattended and unsecured in the hallway while attending class or other activity.
- By not leaving property unsecured in your office or cubicle. Secure your valuables in a locked desk or cabinet while out of the office.
- By promptly reporting the presence of strangers in buildings.
- By not leaving your property unattended and unsecured in dining facilities or in one of the libraries.
- By not leaving your property unattended beside the court or along the sidelines during your participation in activities in a recreational facility or on a sports field.
- By promptly reporting and cancelling your lost or stolen credit cards and debit cards to prevent unauthorized use.
- By not leaving your laptop computers or other computer hand-held devices unattended or unsecured.
- By not leaving your property in plain view in your parked vehicle. Remove and store the items securely in the trunk or remove it for safekeeping.



- 1 Fine Arts Center
- 2 Interactive Learning Center

- 6 Welcome Centers
- 7 Burleson Classroom
- 8 Administration Building
- 9 Brightwell Technical
- 10 Wheeler Technical
- 11 Education Center - Lab School
- 12 Student Center
- 13 Library

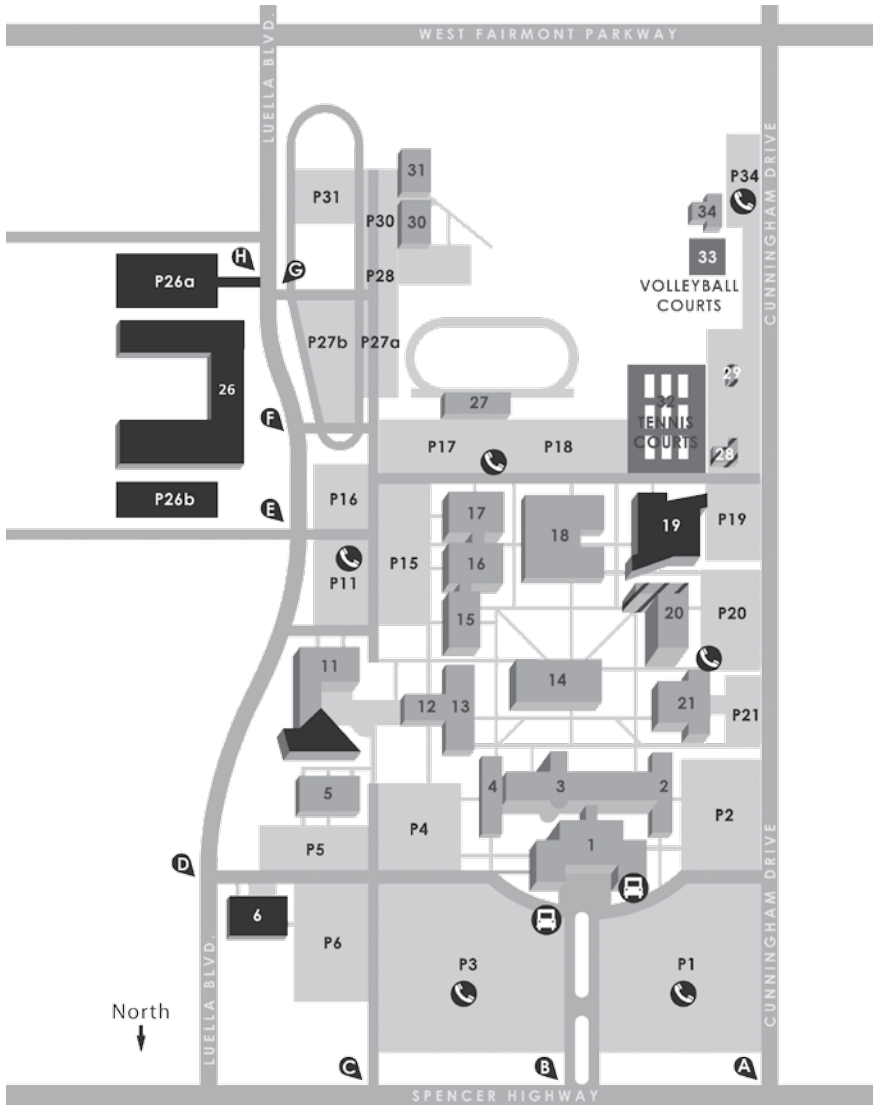
- 16 Gymnasium
- 17 Science/Allied Health
- 18 Occupational - Diesel/Auto Body
- 19 Occupational - Commercial Welding
- 20 Construction Technology
- 21 Tennis Courts
- 22 Baseball Field

- M1 Maintenance/Deliveries

- Designated Campus Entry
- Under Construction
- Shuttle Stop
- To Be Demolished
- Emergency Assistance Phone

NORTH CAMPUS

5800 Uvalde Road, Houston, Texas 77049



- 1 Learning Center
- 2 West Classroom Building
- 3 Administration Building
- 4 East Classroom Building
- 5 Music Building
- 6 Education Center-Lab School

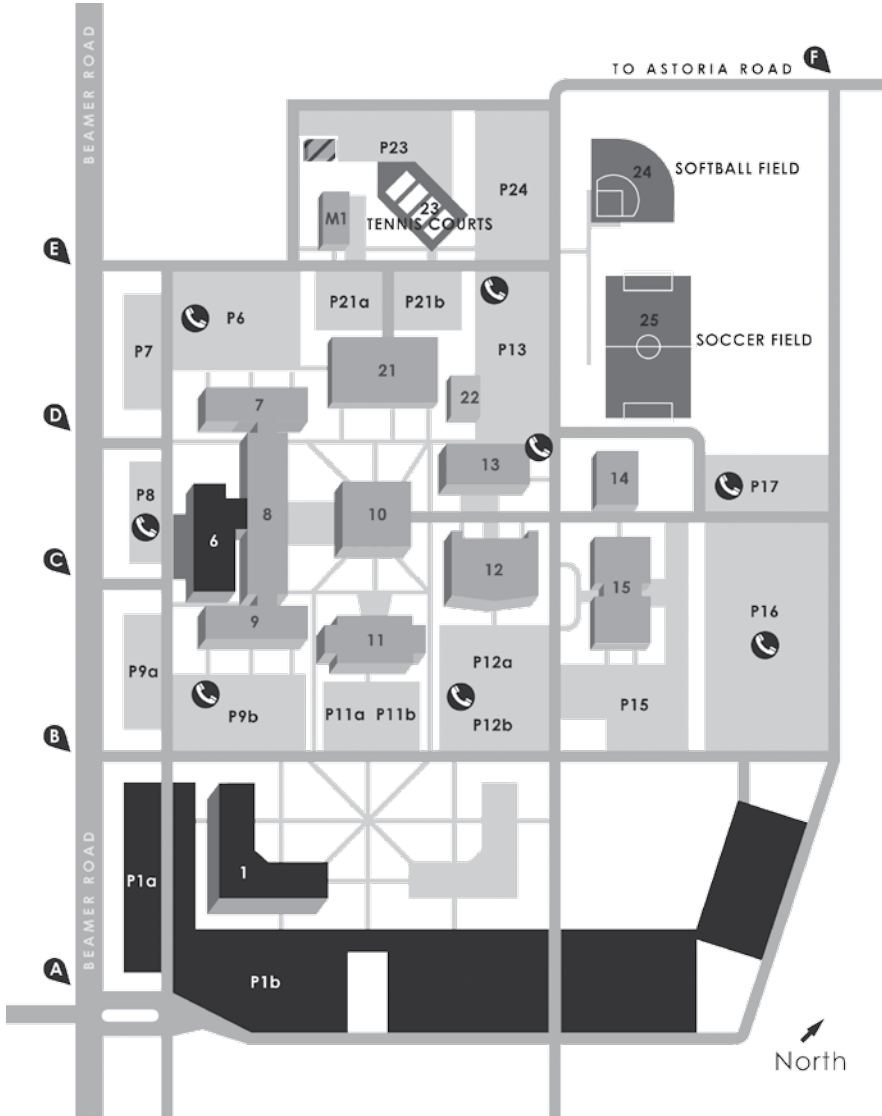
- 11 Health Science
- 12 Slocomb Auditorium
- 13 Fine Arts
- 14 Welcome Center
- 15 Davison Tech
- 16 Ball Tech
- 17 Anderson Tech
- 18 Gymnasium
- 19 Science Building
- 20 Frels Building
- 21 Library

- 26 Transportation Center
- 27 Athletic Track
- 28 Maintenance
- 29 Maintenance
- 30 Welding and CTD
- 31 Non-Destructive Testing
- 32 Tennis Courts
- 33 Volleyball Courts
- 34 Dormitory/Pro Shop

- Designated Campus Entry
- Shuttle Stop
- Emergency Assistance Phone
- Under Construction
- To Be Demolished

CENTRAL CAMPUS

8060 Spencer Highway, Pasadena, Texas 77505



- 1 Science/Allied Health

- 6 Welcome Center
- 7 Administration Building/North
- 8 Academic Administration Building
- 9 Administration Building/South
- 10 Library
- 11 Student Center
- 12 Interactive Learning Center
- 13 Jones Technical Building
- 14 Auto/Body Shop
- 15 Fine Arts Center

- 21 Gymnasium
- 22 Children's Center
- 23 Tennis Courts
- 24 Baseball Field
- 25 Soccer Field

M1 Deliveries/Maintenance

- Designated Campus Entry
- Shuttle Stop
- Emergency Assistance Phone
- Under Construction
- To Be Demolished

SOUTH CAMPUS

13735 Beamer Road in Houston, Texas 77089

Annual Fire Safety Report - 2010

The San Jacinto College Police Department is responsible for the Annual Fire Safety Report. The following San Jacinto College Annual Fire Report discloses all information required by the Higher Education Opportunity Act (HEOA)\Clery Act as it relates to any on-campus student housing fire\fire alarm statistical information for the year of 2010.

The Annual Fire Safety Report can be found at the San Jacinto College Police Department, located at 8060 Spencer Highway, Pasadena Texas 77505, or on its website, <http://www.sanjac.edu/police>, or by calling (281) 476-1820.

Higher Education Opportunity Act Annual Fire Safety Report

The Clery Act and its accompanying regulations have established new requirements for colleges in the area of fire safety and reporting. All Title IV eligible institutions that participate in Title IV programs and maintain on-campus student housing facilities are required to publish an annual fire safety report that outlines the fires safety systems, policies, practices, and statistics of the college as follows:

- Colleges must report only those fires that occur within an on-campus student housing facility.
- Colleges may not simply report all fires that occur anywhere on campus.
- Colleges must report on the number of fires (if any) that occur in the on-campus student housing facility, the number of injuries and deaths from such fires (including someone who dies within a year from injuries sustained in a campus fire), and the value of fire-related property damage.
- Department of Education (DOE) regulations and commentary indicate that both the Clery Annual Safety Report (ASR) and the Annual Fire Report can be distributed to the campus community in a single document, or in separate documents. If reported separately each report must contain information on how to directly access the other.

The Campus Security Act - Legal Requirements

New regulations in the Clery Act states that beginning Oct. 1, 2010, an institution that maintains any on-campus student housing facility must prepare an annual fire safety report that contains, at a minimum, the following information:

Fire statistics for each on-campus student housing facility, for the three most recent calendar years for which data are available.

- A description of each on-campus student housing facility fire safety system.
- The number of fire drills held during the previous calendar year.
- Institution's policy on portable electrical appliances, smoking, & open flames in a student housing facility.
- The institution's procedures for student housing evacuation in the case of a fire.
- The policies regarding fire safety education and training programs provided to the students and employees. In these policies, the institution must describe the procedures that students and employees should follow in the case of a fire.
- For purposes of including a fire in the statistics in the annual fire safety report, a list of the titles of each person or organization to which students and employees should report that a fire occurred.
- Plans for future improvements in fire safety, if determined necessary by the institution.
- Maintain a written, easily understood fire log that records, by the date that the fire was reported, any fire that occurred in an on-campus student housing facility. This log must include the nature, date, time, and general location of each fire.

FIRE SAFETY STATISTICS

San Jacinto College maintains a fire log. The Fire Log table below (Figure-1) is designed to contain a compilation of actual fire/fire alarm statistics for each calendar year (should any exist) for San Jacinto College on-campus student housing. The Fire Log table is designed to include statistics outlining the number of actual fires and the cause of each actual fire, the number of injuries and deaths related to actual fires and the value of property damage related to actual fires for San Jacinto college on-campus student housing (should any exist).

For a fire to be reportable, per the Higher Education Opportunity Act\Clery Act, it must be an actual fire, and it must meet the federal definition of a fire. The Higher Education Opportunity Act (HEOA) regulations define fire as “any instance of open flame or other burning in a place not intended to contain the burning or in an uncontrolled manner.”

ON-CAMPUS STUDENT HOUSING FACILITIES

San Jacinto College has a total of one (1) on-campus student housing facility located at 8060 Spencer Highway, Pasadena, Texas 77505:

Athletic Housing – the on-campus student housing facility is equipped with an automatic alarm system, strobe lights, and heat and/or smoke detectors. The San Jacinto College on-campus student housing facility fire alarm system is in compliance with the current regulatory requirements. The San Jacinto College on-campus student housing facility is equipped with two fire extinguishers and two fire alarms located in the common areas. All fire extinguishers are inspected on an annual basis by a certified contractor.

FIGURE 1. – SAN JACINTO COLLEGE FIRE LOG

(Figure 1. – is for San Jacinto College on-campus student housing only and does not include fire log information for other San Jacinto College campus buildings/facilities).

Date	Location	Type/Cause	Number of related injuries resulting in treatment at a medical facility	Related deaths	Property damage	Value of damaged property
Entire calendar Year 2010	None reported	None reported	None reported	None reported	None reported	None reported

*There were no actual fire related issues to report for San Jacinto College on-campus student housing for year 2010.

FIGURE 2. – FIRE PROTECTION SYSTEMS\FIRE DRILL TRAINING

(Figure 2. – is for San Jacinto College on-campus student housing only and does not include fire log information for other San Jacinto College campus buildings/facilities).

	Sprinkler or Fire Suppression System (Yes/ No)	Heat &/or Smoke Detector (Yes / No)	Fire Alarm (Yes / No)	Strobe Lights (Yes/No)	Number of Mandatory Supervised Fire Drills each year	Students trained to evacuate Bldg./Meet at assembly areas (Yes/No)
Year 2010	No	Yes	Yes	Yes	0	No

MANDATORY SUPERVISED FIRE DRILLS

For the year 2010, San Jacinto College did not conduct a mandatory supervised fire drill in its on-campus student housing facility, but there is a plan in place to do so for 2011, which will ensure that new employees and students are familiar with the fire safety policies of the College.

FIRE DRILL PROCEDURES

When the San Jacinto College on-campus athletic housing facility fire alarms are activated, the residents are to exit the nearest exit, and assemble away from the building in alarm, upwind of any fire and away from any emergency crews, to pre-determined assembly areas. Assembly areas are subject to change, however, depending on the circumstances related to the fire. San Jacinto College on-campus athletic housing facility residents are required to immediately evacuate the student housing facility that is in alarm.

BUILDING EVACUATION

- Keep aisles and corridors clear to permit evacuation.
- Do not use elevators in case of fire. Evacuate via the stairs or assigned evacuation routes.
- Do not store items in exit corridors.

FIRE SAFETY – ON CAMPUS STUDENT HOUSING

The following instructions are meant to be followed in the event a San Jacinto College on-campus housing facility resident(s) discovers a fire:

- If a fire is noticed, leave the hazard area. Do not risk your life by remaining in the unsafe building.
- Only use a portable fire extinguisher to control a small fire or assist yourself or someone else to evacuate the area. Do not risk your life by remaining in the unsafe building.
- Remember, not all fire extinguishers are effective on all types of fires; so do not try to extinguish the fire unless you have been properly trained. Do not risk your life by remaining in the unsafe building.
- Do not fight the fire if it is already beginning to spread beyond the location where it started – you should not attempt to extinguish a fire with your back to an exit, or if a fire can block your only exit. Do not risk your life by remaining in the unsafe building.
- On the way out of the building, pull a fire alarm system pull station (if one is easily located, and does not place you in danger). It may be necessary to break the glass or raise the pull station cover in order to pull the alarm. Do not risk a life by remaining in the unsafe building.
- When an alarm sounds, occupants of the building are notified of a fire hazard and should evacuate the building. Do not risk a life by remaining in the unsafe building.

FIRE DRILL EVALUATIONS

San Jacinto College on-campus student housing supervised fire drills are evaluated using the following criteria:

- Was the total time to respond to the alarm and to exit building done so in a timely manner?
- Did police/fire departments arrive in a timely manner?
- Did all persons exit in a safe and orderly fashion?
- Did all persons assemble at the designated evacuation area away from the building?
- Were interior doors and exit doors properly shut?
- Did all alarms and emergency lights work properly?

FIRE SAFETY RELATED POLICIES AND PROCEDURES

If you discover a fire, activate the building evacuation fire alarm and call 911 to reach the Pasadena Fire Department, and the Pasadena Police Dispatch center is (713) 477-1221.

All students housed in a San Jacinto College residence facility, upon hearing the evacuation alarm, should proceed to the nearest exit and leave the building. If the exit is blocked, tenants may use the outside window ledges. Fire extinguishers and hoses are located in hallways for protection of your life and property. Flammable liquids, such as gasoline and hazardous materials and items, are not to be brought into the rooms and apartments. Candles, incense, toaster ovens, hot plates, crock pots, space heaters and other open element\open flame\coil appliances are strictly prohibited.

One of each of the following are the only electrical appliances allowed in your room: radio, small stereo, television, computer, hand-held hair dryer, clock, and microwave oven. Wires should not be placed across floors or in front of entrances. The use of multiple electrical adapters, extension cords and overloading of circuits is prohibited. Power strips, limited to one per electrical outlet, are acceptable but are not to be plugged into each other. Air conditioner vents should not be blocked. Hallways, stairwells, laundry rooms and exits are to be kept clear of items at all times. Tampering with fire equipment is prohibited.

Tenants shall not disconnect or intentionally damage-a smoke detector or remove the battery from a smoke detector without immediately replacing it with a working battery. Students who violate San Jacinto College housing policies and procedures will be reported to the Dean of Students.

SMOKING POLICY

In accordance with San Jacinto College's smoke free policy, for health and safety reasons, smoking is prohibited in all San Jacinto College buildings. San Jacinto College is a smoke free campus. The San Jacinto College non-smoking policy is communicated and enforced throughout all buildings.

San Jacinto College Community College District Mission and Vision Statements

OUR MISSION

Our mission is to ensure student success, create seamless transitions, and enrich the quality of life in the communities we serve.

OUR VISION

San Jacinto College will be the leader in educational excellence and in the achievement of equity among diverse populations. We will empower students to achieve their goals, redefine their expectations, and encourage their exploration of new opportunities. Our passions are people, learning, innovation, and continuous improvement.

OUR VALUES

Integrity: Ethical and Professional

“We act in ways which instill confidence and trust.”

Excellence: In Everything We Do

“We achieve quality results in everything we do.”

Accountability: It’s Up to Us

“We take responsibility for our commitments and outcomes.”

Innovation: Lead the Way

“We apply our knowledge, skill, insight, and imagination to recognize opportunities, solve problems, and recommend new solutions.”

Sense of Community: Caring for Those We Serve and Ourselves

“We demonstrate genuine concern for the well-being of our students, our community, and ourselves.”

Student Success: Our Ultimate Measure

“We enable students to achieve their goals.”

Diversity: Celebrate the Differences

“We celebrate the diversity of ideas and cultures.”

Collaboration: We Work Together

“We work together for the benefit of the college.”

Annual Security and Fire Safety Report

The San Jacinto College Community District is committed to assisting all members of the SJC community in providing for their own safety and security. The annual security compliance document is available on the San Jac Police Department website.

A hard copy of the San Jacinto College Annual Security and Fire Safety Report is available for review at each of the three campus police departments.

Central Campus	North Campus	South Campus
W.M. Newton Student Center	Slovacek Student Center	J.D. Bruce Student Center
8060 Spencer Highway	5800 Uvalde Road	13735 Beamer Road
Pasadena, Texas 77505	Houston, Texas 77049	Houston, Texas 7708

The website and report contain information regarding campus security and personal safety, including topics such as: crime prevention; College police law enforcement authority; crime reporting policies; disciplinary procedures; and other matters of importance related to security on our campuses. They also contain information about crime statistics for the three previous calendar years concerning reported crimes that occurred on campus; in certain off-campus buildings or property owned or controlled by San Jacinto College; and on public property within, or immediately adjacent to and accessible from, the campuses.

This information is required by law and is provided by the San Jacinto College Police Department.

Accreditation Statement

San Jacinto Community College District is accredited by the Commission on Colleges of the Southern Association of Colleges and Schools to award the associate degree. Contact the Commission on Colleges at 1866 Southern Lane, Decatur, Georgia 30033-4097 or call 404-679-4501 for questions about the status of San Jacinto Community College District.

Equal Opportunity Statement

The San Jacinto College District is committed to equal employment opportunity for all employees and applicants without regard to race, creed, color, national origin, citizenship status, age, disability, pregnancy, religion, gender, sexual orientation, gender expression or identity, genetic information, marital status, or veteran status in accordance with applicable federal and state laws. No person including students, faculty, staff, part-time, and temporary workers will be excluded from participation in, denied the benefits of, or be subjected to discrimination or harassment under any program or activity sponsored or conducted by the San Jacinto College District on the basis of the categories listed.



San Jacinto College Police Department

