MEMORANDUM

TO: The Austin Presbyterian Theological Seminary Community

FROM: Karen L. Montgomery, Vice President for Finance and Administration

DATE: September 8, 2015

Annual Security and Fire Safety Report

I. Crime Reporting and Timely Warnings: Policies and Procedures

A. Policy for Reporting the Annual Disclosure of Crime Statistics

Pursuant to Public Law 101-542, The Jeanne Clery Disclosure of Campus Security Policy and Campus Crime Statistics Act, Austin Seminary is required to collect and report, on an annual basis, certain information related to campus security matters, including crime statistics and various campus security policies. This report is prepared in cooperation with local law enforcement (Austin Police Department). Campus crime, arrest, and referral statistics in this report include those reported to the designated Seminary officials (including but not limited to the Vice President for Finance and Administration) and the Austin Police Department. Each year, an annual e-mail notification is made to all faculty, staff and enrolled students, which provides website access to this report. Printed copies of this report are available from the Finance and Administration Office upon request. All prospective employees may obtain a copy from the Human Resources Department.

B. How To Report a Crime or Emergency

The Seminary encourages the accurate and prompt reporting of all crimes to the Seminary and to the appropriate law enforcement agencies as outlined in the policies and procedures below:

Contact Information

In case of emergency, or if you feel you are in immediate danger, or to report a serious crime that has just occurred, **immediately call 9-1-1.**
For **non-emergency police** assistance, call **3-1-1**.
To report a crime or emergency on campus during normal business hours, call the **McCord front desk**/campus switchboard at **512-404-4800** (extension "800" on the campus phone system).
The **"on call" Maintenance Staff** person can be reached at **512-900-1902** twenty-four hours/day, seven days/week.

C. Policy on Reporting of Criminal Offenses

All incidents of alleged criminal offense on campus, including the following, are to be reported both to the Austin Police Department and the Seminary's Vice President for Finance and Administration: murder/non-negligent manslaughter, negligent manslaughter, sex offenses-forcible, sex-offenses-non-forcible, robbery, aggravated assault, burglary, motor vehicle theft, arson, hate crimes, weapons offenses, and drug and liquor law violations.

Reports of the above and other alleged criminal offenses made to the Seminary Vice President for Finance and Administration will be monitored and followed up on by the appropriate administrative office. Although not *required* to do so, the Seminary maintains a Campus Crime Log which may be viewed in the Finance and Administration Office. A statistical record will be kept and an annual report shall be made to the Department of Education, U.S.A., and to the Seminary Community by the Vice President for Finance and Administration. All alleged criminal offenses on campus reported to the Seminary administration will be reported (if they have not been previously reported) to the City of Austin Police Department.

D. Policy on Voluntary Confidential Reporting

If you are the victim of a crime and do not want to pursue action within the Seminary or the criminal justice system, you may still want to consider making a confidential report. The purpose of a confidential report is to comply with your wish to keep the matter confidential, while taking steps to ensure the future safety of yourself and others. With such information, the Seminary can keep an accurate record of the number of incidents involving students, determine where there is a pattern of crime with regard to a particular location, method, or assailant, and alert the campus community to potential danger. Reports filed in this manner are counted and disclosed in the annual crimes statistics for the institution. Violations of the student and employee codes of conduct and/or illegal acts may be reported confidentially via the Seminary's Campus Conduct Hotline at 866-943-5787.

E. Timely Warnings and Emergency Notification System

In the event that a situation arises, either on or off campus, that, in the judgment of the Vice President for Finance and Administration, constitutes a serious or continuing threat to students and employees, a campus wide "timely warning" will be issued. The warning will be issued through the Seminary's e2Campus emergency notification system (see below) and/or by other appropriate means of communication to students, faculty, and staff. Anyone with information warranting a timely warning should report the circumstances to the Vice President for Finance and Administration (512-404-4816, kmontgomery@austinseminary.edu).

e2Campus Emergency Notification System

The e2Campus emergency notification system enables you to receive urgent emergency information to your cell phone. Once you sign up for the service, the Seminary can text your cell phone with timely information about emergencies.

- You must opt-in to receive mobile phone texts
- Faculty, Staff and Students are pre-registered with APTS email

All current students (non-DMIN) with an APTS email address are pre-registered for email alerts to their APTS email addresses. To receive text alerts to your mobile phone, you will need to log-in and provide your phone number and carrier information. Depending on your personal cell phone plan, there may be a fee from your carrier to receive text messages, but there is no charge from the school to use the service.

The service is available to all current students, faculty, staff and families. Just add your spouse/family's email or cell phone information to your profile so they receive announcements at the same time. Additional methods of contact can reach your alternative email addresses, RSS reader, wireless PDA or personalized iGoogle home page.

DMIN students are welcome to sign-up for this service but are not pre-registered. On the login page, click on "I need to create an account" then enter your information.

This notification system will be used to communicate important information in the event of an emergency situation posing an immediate threat to the campus community (such as an "active shooter" situation) or to report school closure or late start due to weather-related or other conditions. This notification system will **not** be used for general campus announcements.

How To Use e2Campus Emergency Notification System:

Registration:

1) Go to http://www.e2campus.com/my/austinseminary/ (or click on the e2Campus "Quick Link" on the Austin Seminary portal).

2) Login to your account with your username (do not include @austinseminary.edu)
   Your username is the same as your APTS email username
   Faculty and Staff: first initial last name (i.e. TWardlaw)
   Students: firstname.lastname (i.e. Elvis.Presby)
   Your password is by default set to: stittstotts

Sign up for Text Messages:

You can sign-up to receive text messages to your mobile phone. Text messages can only be received on cell phones/ mobile phones not landline phones.

1) Click on Services tab. Enter your mobile phone number and choose your carrier. If you are not sure just make your best guess.

2) Click Add SMS button

3) The e2Campus window will show that you have an UNVALIDATED number.

4) You will receive a text message immediately with a validation code from e2Campus

5) Once you enter your validation code in the box and click Validate, your services will show SMS (Text Messaging) as ACTIVE

Troubleshooting:

- If you do not receive a validation code, check your mobile number and your carrier.
- There are 2 options for ATT, Verizon and 3 for Sprint/Nextel – try the other one if the one you chose did not result in receiving a text on your phone.
- Can you receive text messages from other cell phones? Not all cell phones have text messages turned on by default
- You can always text "STOP" to 70359 to stop receiving SMS/text messages from the e2Campus emergency text message system.
- Contact the Austin Seminary IT department with any questions.

II. Campus Security, Security Awareness, and Crime Prevention

A. Policies Concerning Security of and Access to Campus Facilities

Austin Presbyterian Theological Seminary seeks to provide a safe and secure campus for its students, employees and guests. The Vice President for Finance and Administration administers the campus security program of the Seminary. Campus security is a shared responsibility of the entire campus community; students and employees should be aware that they are responsible for their own safety and the safety of others.

During business hours, the Seminary (excluding certain housing facilities) will be open to students, employees, contractors, visitors, guests and invitees. The Stitt Library has open hours determined by the library staff. During non-business hours, access to Seminary facilities is by key or keycard/key code or by admittance by Seminary staff (e.g. McCord desk staff). The Seminary's grounds are open 24/7 and are bordered by a public park on the western edge of the campus. There is a significant amount of pedestrian traffic by members of the general public through the campus on a daily basis.

Certain student residential facilities that have perimeter doors or gates are secured 24 hours a day. Access to the interiors and hallways/breezeways of these facilities are by key or keycard. All other facilities are apartment/duplex units which open directly from the unit to the outside. Emergencies may necessitate changes or alterations to any posted building/facilities schedules.

Emergency call stations are located at various points around the campus housing (north of Waller Creek) section of the contiguous campus. The call stations are monitored continuously for emergency calls. Activating the call station by pressing the button will place the caller in touch with help.

Buildings are checked regularly by the Maintenance Staff to ensure all areas are properly secured and exterior lighting is functioning properly. Comments and suggestions regarding security concerns are solicited in the annual Student Services Survey. The Finance and Administration reviews the results of the surveys and other reported areas of concern. Additionally, the Student Life Committee of the Faculty refers areas of concern, and the Finance and Administration staff meets weekly to discuss issues of pressing concern. Areas covered in these discussions include security issues, such as landscaping, locks, alarms, lighting, communications and emergency procedures.

B. Policy Concerning Campus Law Enforcement

The Seminary does *not* maintain a campus police force or security department. Criminal incidents are referred to the Austin Police Department who have jurisdiction on the campus. Austin Seminary's campus is *not* a part of the authority and jurisdiction of the

University of Texas Police Department (UTPD), although the Seminary maintains a cordial and professional relationship with the UTPD, and Seminary community members have access to many of the crime prevention programs and resources available through the UTPD. The Seminary cooperates with the Austin Police Department in its criminal investigations. The Seminary currently does *not* have written agreements or memoranda of understanding with these agencies. The Seminary encourages the prompt and accurate reporting of all crimes to the police and to the Seminary (see "How to Report a Crime or Emergency" below). The Seminary does *not* have any off-campus student organizations (which might otherwise require monitoring and recording of criminal activity at such locations).

C. Security Awareness and Crime Prevention Programs

During new student orientation in August/September, students are informed of security awareness and crime prevention programs available to members of the Austin Seminary community through the University of Texas. In-person workshops, on-line video training, slide presentations and brochures are available through the UT Campus Safety and Security Office and the UT Police Department. Students are made aware of the UT CampusWatch and Austin Police Department's Central West District Group e-mail listservs. Similar information is presented to new employees with their initial orientation upon hire. Students and employees are also reminded of these programs through regular e-mail communications ("Community Announcements") and as part of "Security Alerts" when a crime or other security incident has occurred. Crime prevention programs and sexual assault prevention programs are offered by UT on a continual basis. These programs include: RAD (Rape Aggression Defense System) courses, safety videos on workplace violence ("Flashpoint") and active-shooter situations ("When Lightning Strikes"), and Crime Prevention Tips on the UTPD website (www.utexas.edu/police/).

A common theme of all of the above awareness and crime prevention programs is to encourage students and employees to be aware of their responsibility for their own security and the security of others. When time is of the essence, information is released to the Seminary community through security alerts which are sent via e-mail and other means (such as voicemail, text messages, posters, and the telephone public address system) as the situation warrants.

D. Policy Statement Concerning Counselors

Seminary employees who are campus security authorities and who are also pastors or licensed counselors are generally not exempt from reporting campus crimes to the institution.

As a result of the negotiated rulemaking process which followed the signing into law, the 1998 amendments to 20 U.S.C. Section 1092 (f), clarification was given to those considered to be campus security authorities. Campus "Pastoral Counselors" and Campus "Professional Counselors," when acting as such, are not considered to be a campus security authority and are not required to report crimes for inclusion into the annual disclosure of crime statistics. Austin Seminary encourages anyone who may be acting in the capacity of a Pastoral Counselor or Professional Counselor to inform persons being counseled of the procedures to report crimes on a voluntary basis for inclusion into the annual crime statistics. The definition of Pastoral or Professional Counselor is:

Pastoral Counselor
An employee of an institution, who is associated with a religious order or denomination, recognized by that religious order or denomination as someone who provides confidential counseling and who is functioning within the scope of that recognition as a pastoral counselor.

Professional Counselor
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.

E. Policy on Almsgiving and Persons Soliciting Money or Assistance

Living, studying and working on the edge of the largest university in the country and in the midst of a large urban area, you will likely be confronted by people asking for money or other material assistance. If you are approached by someone asking for help, please, for the safety and security of all within our community:

- Do not give out food, clothing or money directly. Instead, please consider giving assistance through the work of one of the following outreach ministries, which the seminary will be happy to introduce you to:
  Central Mission
  Micah 6
  Mobile Loaves and Fishes
  By choosing to work with ministries and organizations such as these who have the special facilities, training and resources to provide assistance to people in need, you will have an opportunity to form meaningful relationships with people from all walks of life, become more familiar with the challenges of life on the streets of Austin, and learn how to provide the types of assistance that will be most helpful.

- If you are comfortable, feel free to give anyone asking you for assistance one of the 2-1-1 Texas cards which have been distributed (additional cards are available from the Office of Student Affairs and Vocation) and direct the person to the nearest off-

campus pay-phone (located on San Jacinto next to the Posse East). The call is free; no coins are required. This is a program of the Texas Health and Human Services Commission and the United Way for Greater Austin.

- Do not assume you are qualified to counsel them. Attempts to offer unqualified counsel may do more harm than good.

- Do not invite strangers into your living quarters or other Seminary facilities or facilitate their access on campus in any way. Doing so violates the private space of your neighbors without their consent, in ways you cannot completely control.

If you encounter or observe anyone who causes you to feel threatened or uncomfortable or who appears to be trespassing, call **9-1-1** immediately. Once you have called the police, please notify the Seminary by contacting the McCord Desk (**512-404-4800**) or the "on-call" Maintenance Staff (**512-900-1902**).

If you are not in immediate danger and you encounter or observe anyone who does not belong on campus, please notify the Seminary by contacting the McCord Desk (**512-404-4800**) or the "on-call" Maintenance Staff (**512-900-1902**). Seminary personnel may take action including calling police and pursuing trespassing charges when necessary.

F. Other Security-related Services

Other security-related services provided by the Seminary include the following:

- Parking registration for seminary students, faculty, staff and visitors is administered through the Finance and Administration Office.
- Security alerts, security/safety tips through Community Announcements, and "timely warnings" (see below) are distributed by e-mail to the campus community by the Finance and Administration Office.
- Photo identification cards are issued for students, faculty and staff through the Finance and Administration Office.
- Testing and maintenance of all fire prevention equipment and alarms are performed by the Maintenance Staff.
- Regular inspection of buildings for safety compliance is performed by the Maintenance Staff.
- Access control cards and recorded video in certain portions of the campus.

The seminary relies on participation and cooperation of all students and employees to keep a watchful eye and to report immediately any out of the ordinary occurrences and/or suspicious activity on campus. All residents and employees are requested to observe the following:

- All doors and windows allowing access to residences should be kept locked. All studies and offices should be locked when seminary personnel are not present.

- All employees, residents and guests are urged to lock their vehicles and keep valuables out of sight.
- All campus buildings (other than residences) will be opened and closed only by persons authorized by the Director of Physical Plant. Doors should not be propped open.

G. Policy Regarding Weapons on Campus

The carrying or possession of any type of weapon or firearm on the premises of Austin Presbyterian Theological Seminary is strictly and absolutely prohibited by institutional policy and in accord with state law set forth in Section 1, Subchapter H, Chapter 411, Government Code, as amended by Section 411.2031 (also known as S.B. 11). This prohibition expressly includes those persons licensed to carry firearms (other than those who are licensed peace officers). The following weapons are prohibited: pistols, revolvers and rifles (including pellet guns and BB guns), shotguns, armor-piercing ammunition, club or night stick, compound bow, explosive weapons, firearm silencers, illegal knives, knuckles, machine guns, swords, and switchblade knifes.

For purposes of this policy, the premises of Austin Seminary are defined as any property, building or portion of a building or property that Austin Seminary owns or occupies, whether on a temporary or permanent basis, and any off-site premises where Austin Seminary is conducting any activity sponsored by Austin Seminary. This includes all parking lots, parking areas, sidewalks, and walkways, and all vehicles and equipment owned by Austin Seminary. Any person violating this policy will be required to leave Austin Seminary's premises immediately. Any employee or student found to be in violation of this policy will be subject to discipline, including immediate termination or dismissal.

H. Sexual Assault Prevention and Response

The University of Texas Police Department makes available to the Austin Seminary student community educational programs and communication about sexual assaults and date rape, including UTPD's Rape Aggression Defense (RAD) program. In addition, UT's Counseling and Mental Health Center provides information about dating and relationship violence on its website: http://cmhc.utexas.edu/datingviolence.html. New students are made aware of these programs at the time of orientation.

All forms of sexual misconduct (including domestic violence, dating violence, sexual assault or stalking) are prohibited by Seminary policy. If you are a victim of any form of sexual misconduct at this institution, your first priority should be to get to a place of safety. You should then obtain necessary medical treatment. The Seminary strongly advocates that a victim of sexual assault report the incident in a timely manner. Time is a critical factor for evidence collection and preservation. An assault should be reported directly to the Austin Police Department and to the Seminary through the Office of the Vice President for Student Affairs and Vocation (for students) or the Vice President for Finance and Administration (for employees). Filing a police report will: (1) ensure that a

victim of sexual assault receives the necessary medical treatment and tests, and (2) provide the opportunity for collection of evidence helpful in prosecution, which cannot be obtained later. Seminary personnel will assist the student or employee in notifying law enforcement authorities, if the student or employee requests such assistance.

The Seminary will make victims aware of the various counseling options available in the Austin area through the Office of the Vice President for Student Affairs and Vocation or the Human Resources Department. The Seminary does not currently offer on-campus or off-campus counseling, mental health or other services of its own for victims of sex offenses.

The Seminary will make changes in class schedule, housing assignment, student employment, or other academic, living, transportation or employment situations if so requested by the victim and if the Seminary is reasonably able to do so.

In the case that sexual misconduct involves a member of the Seminary community, procedures for disciplinary action are detailed in the Student Handbook (See Student Code of Conduct) and the Employee Handbook (See Employee Code of Conduct.). These procedures provide, in part, that the accused and the victim will each be allowed to choose one person who has had no formal legal training to accompany them throughout the hearing. Both the victim and accused will be informed of the outcome of the hearing. The standard used in determining a violation of the Seminary's sexual misconduct policy (including cases of domestic violence, dating violence, sexual assault or stalking) will be the "preponderance of evidence" standard. A student found guilty of violating the Seminary sexual misconduct policy could be criminally prosecuted in the state courts and may be suspended or expelled from the Seminary for the first offense. Student victims have the option to change their academic and/or on-campus living situations after an alleged sexual assault, if such changes are reasonably available.

I. Sex Offender Registration

The Campus Sex Crimes Prevention Act (CSCPA) of 2000 is a federal law that provides for the tracking of convicted sex offenders enrolled at, or employed by, institutions of higher education. The CSCPA is an amendment to the Jacob Wetterling Crimes Against Children and Sexually Violent Offender Act. The federal law requires state law enforcement agencies to provide a list of registered sex offenders who have indicated that they are either enrolled, employed or carrying on a vocation at institutions of higher education of which the Seminary is one. The Seminary is required to inform the campus community that a registration list of sex offenders on campus will be maintained and available in the Seminary's Finance and Administration Office. As of the date of this report, no such sex offenders have been reported to the Seminary. The CSCPA further amends the Family Educational Rights and Privacy Act of 1974 (FERPA) to clarify that nothing in the Act can prohibit an educational institution from disclosing information provided to the institution concerning registered sex offenders. This

statement is provided in compliance with the Campus Sex Crimes Prevention Act of 2000.

The Seminary is required by law to provide you with information about how to obtain the addresses of registered sex offenders in the area. This information is available by going to the Texas Department of Public Safety website at https://records.txdps.state.tx.us/sexoffender/. The Seminary is located in Travis County, ZIP code 78705.

J. Policies on Alcohol and Illegal Drugs

Austin Seminary prohibits all employees and students from unlawful possession, use, and distribution of drugs and alcohol on the Seminary's property or as part of the Seminary's activities. Any such illegal conduct should be reported to the Vice President for Student Affairs and Vocation (if students are involved) or to the President's Office (if employees are involved). After a hearing, if wrong doing has been established, the Seminary will move to impose appropriate sanctions. Those sanctions will include, but will not be limited to, reprimand of the individual or individuals involved, suspension of students or suspension of employment and expulsion of students or termination of employment. The administration shall determine those offenses which are of such a nature as to be referred to the civil authorities for investigation and possible prosecution. (See Student Handbook: Drug Abuse and Prevention: Standards of Conduct and Sanctions.)

The serving of liquor is prohibited at any official gathering on the campus at any time. The serving of wine or beer is generally prohibited on Seminary property or at official Seminary occasions, except under certain circumstances and where specific permission is granted in writing by the President (see Student Handbook: Alcohol Policy). The possession, sale or the furnishing of alcohol on the Seminary campus is governed by the above policy and Texas state law.

K. Alcohol and Substance Abuse Information

Austin Seminary, in its concern for the growth, equipment and maturation of students, makes counseling services available when such services are indicated. The Seminary identifies personnel and institutions, and also provides limited funds to subsidize the cost of services of physicians, therapists and counselors providing substance abuse counseling, treatment and prevention. In compliance with the Drug-Free Schools and Communities Act Amendments of 1989 (Public Law 101-226), the faculty and trustees of Austin Seminary have adopted and implemented a program to prevent the illicit use of drugs and the abuse of alcohol by students and employees. (See Student Handbook:

Drug Abuse and Prevention.) In addition to the above-mentioned services and assistance, the Seminary's program for drug abuse prevention informs students and employees of the health risks associated with the use of illicit drugs and the abuse of alcohol. The Seminary provides information about treatment and rehabilitation programs available in the Austin area.

The Texas Department of State Health Services Mental Health And Substance Abuse Division (formerly the Texas Commission on Alcohol and Drug Abuse) provides information on substance abuse programs and services, substance abuse treatment providers, substance abuse prevention and intervention information, and substance abuse rules and regulations on their website: http://www.tcada.state.tx.us/

L. Missing Student Notification

If a member of the Seminary community has reason to believe that a student who resides in on-campus housing is missing, he or she should immediately notify the Vice President for Student Affairs and Vocation or the Vice President for Finance and Administration.

In addition to registering a general emergency contact, students residing in on-campus housing have the option to identify confidentially an individual to be contacted by the Seminary in the event the student is determined to be missing for more than 24 hours. If a student has identified such an individual, the Seminary will notify that individual no later than 24 hours after the student is determined to be missing. A student who wishes to identify a confidential contact can do so by notifying the Finance and Administration Office in writing. A student's confidential contact information will be accessible only by authorized campus officials and law enforcement in the course of the investigation.

If a student residing in on-campus housing is reported missing, the Seminary will immediately initiate a process to try to locate the individual. A search of the student's residence will be conducted, and a brief investigation of the facts and circumstances as appropriate to the situation will be undertaken. After investigating a missing person report, should the Seminary determine that the student has been missing for 24 hours, the Seminary will notify local law enforcement (Austin Police) and the student's emergency contact no later than 24 hours after the student is determined to be missing. If the missing student is under the age of 18 and is not an emancipated individual, the Seminary will notify the student's parent or legal guardian immediately after the Seminary has determined that the student has been missing for 24 hours.

M. Policy on Required Disclosures of Disciplinary Proceedings for Crimes of Violence or Non-forcible Sex Offenses

As required under the Higher Education Opportunity Act (20 USA 1001 Part G SEC 493 (a)), Austin Seminary will, upon written request, disclose to the alleged victim of any crime of violence (as that term is defined in section 16 of title 18, United States Code), or a non-forcible sex offense, the report on the results of any disciplinary proceeding conducted by Austin Seminary against a student who is the alleged perpetrator of such crime or offense with respect to such crime or offense. If the alleged victim of such crime or offense is deceased as a result of such crime or offense, the next of kin of such victim shall be treated as the alleged victim for purposes of this policy.

III. Campus Crime Statistics

The Crime Awareness and Campus Security Act requires that the Seminary report the following statistics regarding certain specific crimes on campus. These statistics are based on crimes that have been reported to the Seminary, including all reported alleged criminal incidents. Reported crimes may involve individuals not associated with the institution. The following information is also available on-line through the Department of Education's website:

A. Reported Crimes On Campus and in Student Housing:

	Total occurrences on campus		
Criminal offense	2012	2013	2014
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			
Incest	0	0	0
Statutory Rape	0	0	0
e. Robbery	0	0	0
f. Aggravated assault	0	0	0
g. Burglary	0	1	0
h. Motor vehicle theft	0	0	0
i. Arson	0	0	0
	Total occurrences on campus in student housing		
Criminal offense	2012	2013	2014
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			
Incest	0	0	0
Statutory Rape	0	0	0
e. Robbery	0	0	0
f. Aggravated assault	0	0	0
g. Burglary	0	1	0
h. Motor vehicle theft	0	0	0
i. Arson	0	0	0

B. Public Property and Non-campus Property Crimes:

There were no reported instances of the above-listed crimes for 2012, 2013 or 2014 on campus "public property" as defined by the Department of Education and as reported by the Austin Police Department (APD). The Seminary does not have any "non-campus" buildings or property as defined under the Clery Act.

C. Hate Crimes, Disciplinary Actions, Domestic & Dating Violence and Stalking:

There were no instances of "hate crimes" on campus or on "public property" in any of the above categories for the past three years. There were no reported instances of hate crimes related to larceny-theft, simple assault, intimidation, or destruction/damage/ vandalism of property for the past three years. There were no arrests or referrals for disciplinary action for illegal weapons possession, drug law violations or liquor law violations on campus for the past three years.

The following arrests for illegal weapons possession, drug law violations or liquor law violations on "public property" adjacent to the Seminary were reported:

Crime	2012	2013	2014
a. Weapons: carrying, possessing, etc.	0	1	0
b. Drug abuse violations	1	2	2
c. Liquor law violations	0	1	0

In the past three years, there were no reported incidents of dating violence or stalking. There was no reported incidence of domestic violence in 2014, one reported incidence in 2013 and none in 2012.

Please be aware that the precise categories and definitions of crimes that the Seminary is required to track and report are determined by the Department of Education. The reporting period is on a calendar year basis. The attached map shows the geographical reporting area for "campus" and "public property," as defined by the Seminary in accordance with the Department of Education's guidelines.

D. Other Crimes (Not required to be reported)

In addition to the reportable crimes listed above, the Seminary logged the following other actual or attempted criminal acts on Seminary property in calendar year 2014 that are not required to be reported by the Department of Education: two (2) instances of burglary/vandalism of a motor vehicle, two (2) instances of theft/potential theft, and one instance of vagrancy/trespassing.

IV. Emergency Response and Evacuation Procedures

The Seminary's Finance and Administration Office is responsible for notifying faculty, staff, and students of emergency situations (e.g., inclement weather, building evacuations, campus closures, etc.). The Seminary employs a wide variety of tools to make sure everyone on campus is informed during an emergency event—including the Seminary's website, e-mail communication, telephone and printed materials. The Seminary will use all of these means to immediately notify the campus community upon the confirmation of a significant emergency or dangerous situation involving an immediate threat to the health or safety of students or employees occurring on the campus.

The institution will, without delay, and taking into account the safety of the community, determine the content of the notification and initiate communication procedures above, unless the notification will, in the professional judgment of responsible authorities, compromise efforts to assist victims or to contain, respond to, or otherwise mitigate the emergency.

The Vice President for Finance and Administration (or the acting Campus Safety Officer in the absence of the Vice President) will immediately consult with the President about the situation, gather all of the facts available, and determine that there is a significant emergency. The Vice President will, in light of the specific facts and circumstances of the situation, determine who to notify, determine the content of the notification, and initiate the notification process. Other members of the Administrative Cabinet will be consulted as necessary.

In addition to the above, the Seminary will communicate with local emergency management and law enforcement agencies as quickly as possible concerning any emergency as appropriate to the particular situation.

For more information concerning the Seminary's emergency preparedness procedures, please reference the Seminary's Emergency Response and Contingency Plans available from the Finance and Administration Office and on the Seminary's Business Portal (employees only) at http://gpport/BP/Company/Lists/General%20Guidelines/Attachments/20/Emergency%20Response%20and%20Contingency%20Plans%202008-03-04.pdf. The Seminary tests its procedures at least once per year.

V. Annual Fire Safety Report

As an institution that maintains on-campus housing facilities, the Seminary is required by law to collect and report fire statistics: the number of fires and the cause of each fire, the number of deaths related to the fire, the number of injuries related to the fire that resulted in treatment at a medical facility, and the value of property damage related to the fire. The Seminary maintains a Campus Fire Log that is available for inspection in the Finance and Administration. ***There were no reported fires in 2012, 2013 or 2014.***

Currie Hall (the Seminary's only residence hall) has a fire alarm system with pull stations and smoke detectors. The Anderson House apartment building and Currie Hall have both a fire alarm system as well as a fire sprinkler system. These fire alarm systems have detection devices (smoke detectors and pull stations) and are connected to a remote monitoring service. If one of the detection devices is triggered, the system will automatically notify the monitoring service who will immediately contact the fire department. These systems also have audible horns/speakers and strobe lights that will warn residents when activated. All other apartments have stand-alone smoke detectors and fire extinguishers in the units. At least one fire drill in all on-campus buildings, including Currie Hall (residence hall) and Anderson House (apartment building) was conducted in the last twelve months.

In the case of a fire, call 9-1-1 first and then notify the Seminary as soon as possible afterward. Please contact the Vice President for Finance and Administration (kmontgomery@austinseminary.edu, 512-404-4816) to report a fire that has already occurred.

In case of fire, exit the building as quickly as possible and gather at a predetermined location. If your building has a fire alarm system, pull one of the pull-stations on your way out of the building. Currie Hall and Anderson House residents should consult the Emergency Quick Reference Guides for their gathering places. Families in apartments should agree ahead of time on a gathering point. For more information concerning fire safety procedures for students and employees, please consult the Emergency Quick Reference Guide located in your apartment or office area or contact the Vice President for Finance and Administration.

Policies regarding fire safety can be found in the Housing Handbook and are applicable to all on-campus housing facilities:

- Prevent fires by recognizing and avoiding hazards.
- No explosives or flammable liquids should be kept in your unit or elsewhere in the building.
- Grills should be no less than 5 feet away from any structure while in use; there should be a minimum of 15 feet vertical clearance from trees and other structures. Propane tanks for gas grills should remain with grills outside.
- Fire pits, chimineas, or similar open flame containers are not permitted.

- Use of candles, halogen lamps, and open element heating appliances is strongly discouraged. Any candles used should never be left unattended.
- Never store items in the water heater closet.
- Avoid accumulating trash.
- Know the location of fire extinguishers and how to use them. Fire extinguishers are installed in every apartment and are inspected annually.

The Seminary has plans for fire safety improvements in the future as capital funds become available. Among the long-term projects contemplated are providing fire detection and suppression systems in facilities that do not already have them and updating existing systems.

For More Information or Copies of this Report:
For more information, or to obtain a written copy of this report, please contact the Vice President for Finance and Administration, Karen L. Montgomery, 512-404-4816, kmontgomery@austinseminary.edu, or come to the Finance and Administration Office located in the Trull Memorial Administration Building, 100 E. 27th Street, Austin, TX 78705.

Print

Bing Maps

Austin Seminary Campus

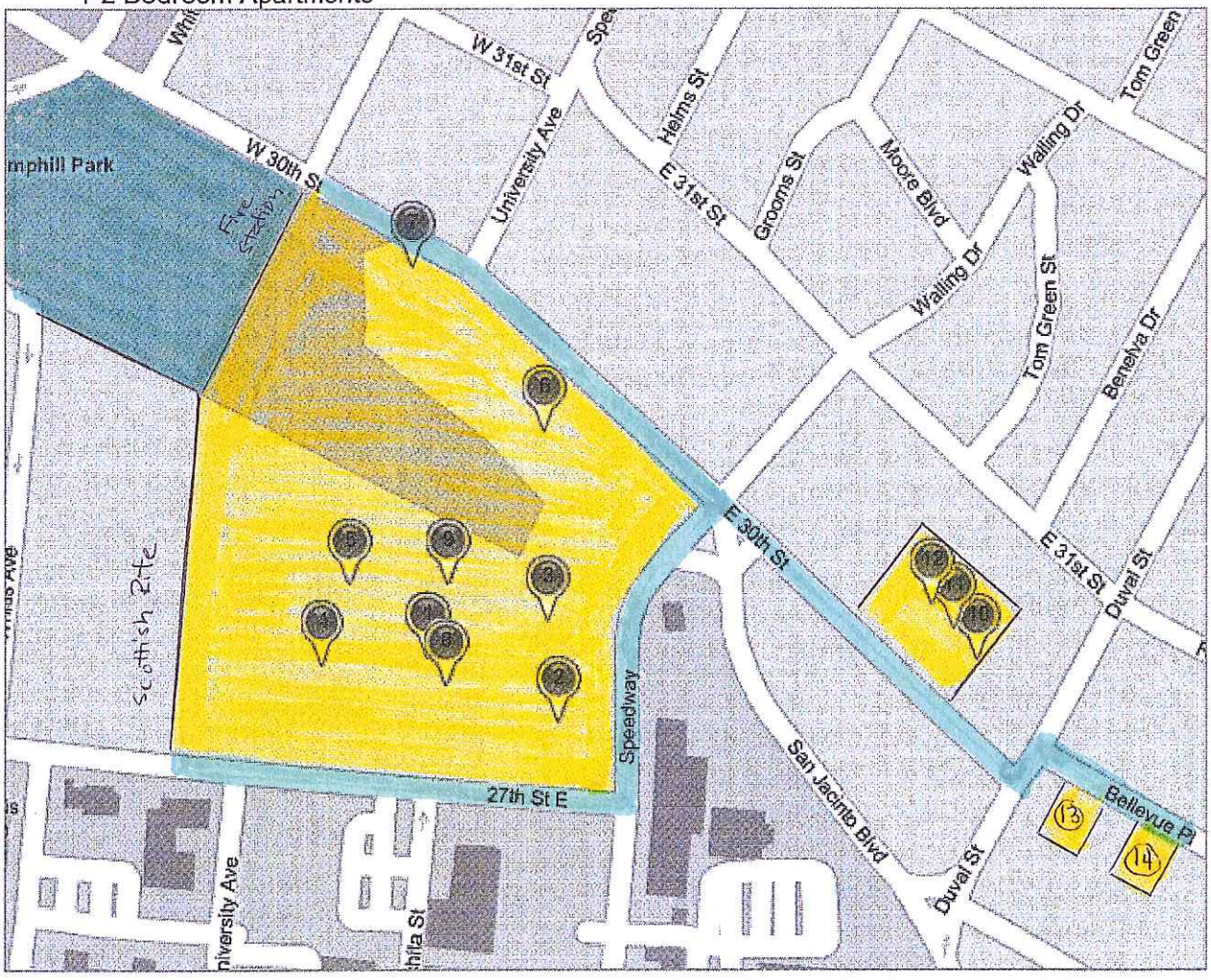
"Campus"

"Public Property"

1. **Austin Seminary**
   100 E. 27th Street
2. **Trull Administrative Building**
   Administrative offices.
3. **McMillan Classroom Building**
   Classrooms, Admissions and Faculty offices.
4. **Stitt Library**

5. **Currie Residence Hall**
   Student housing
6. **Family Housing**
   2,3,4 bedroom homes for families.
7. **University Ave. Apartments**
   1-2 bedroom apartments for students.
8. **Shelton Chapel**

9. **McCord Community Center**

10. **406 E. 30th St. - Student Apartments**
    1-2 Bedroom apartments
11. **404 E. 30th St. - Student Apartments**
    1-3 Bedroom Apartments
12. **402 E. 30th St. - Student Apartments**
    1-2 Bedroom Apartments

13. 507 Belleview } Mission Ranch Apartments
14. 607 Belleview }