

Student Right-to-Know and Campus Security
Act of 1990

UPPS No. 01.04.05

Issue No. 4

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01. POLICY STATEMENT

01.01 This UPPS is designed to assist members of the University community to understand and comply with the Student Right-to-Know and Campus Security Act of 1990.

02. THE STUDENT RIGHT-TO-KNOW ACT

02.01 In General. Title I of the Act, which is called the "Student Right-to-Know Act," requires the University to compile and release institution-wide graduation rates to all students and more detailed statistical information concerning graduation rates of athletes to the Department of Education and certain individuals.

02.02 Disclosure to All Students. The University will release the completion or graduation rate of certificate or degree-seeking, full-time students entering the University to any prospective or current student prior to the student's enrolling or entering into any financial obligation.

a. Texas State will make the information available each year, and will cover the one-year period ending on June 30 of the preceding year. Texas State will update the information not less than biennially.

b. The Department of Athletics, with the assistance of the Office of Institutional Research, will compile the information in accordance with the Act and make it available in an appropriate form.

02.03 Disclosure to the Department of Education and Certain Individuals. The University must submit a report to the Department of Education annually that contains six categories of information related to student athletes: (1) the

number of students who received athletically-related student aid; (2) the number of students at the institution; (3) the graduation rate for students who received athletically-related student aid for football, basketball, baseball, cross-country/track, and all other sports combined; (4) the graduation rate for all students at the University; (5) the average graduation rate for students who received athletically-related student aid; and (6) the average graduation rate for all students at the institution.

- a. The report will contain each category of this information, which must be broken down by race and gender.
- b. In addition to filing a report with the Department of Education, Texas State must provide all of the data to any potential student, his or her parents, guidance counselor, and coach when Texas State offers the student athletically-related student aid.
- c. The Department of Athletics will compile the report for the Department of Education and the other information in accordance with the Act and make it available in an appropriate form.

03. THE CRIME AWARENESS AND CAMPUS SECURITY ACT OF 1990

03.01 In General. Title II of the Act, which is called the "Crime Awareness and Campus Security Act of 1990," requires the University to: (1) compile specified information on campus crime statistics and campus security policies; (2) make timely reports to the campus community on crimes considered to be a threat to other students and employees; (3) publish and distribute an annual report of campus security policies and crime statistics to all current students and employees; (4) provide copies of the annual report to any applicant for enrollment or employment upon request; and, (5) upon request, submit a copy of the annual report to the Secretary of Education.

03.02 Compiling Crime Statistics and Security Policies. The Director of University Police will collect the information specified in the Act relating to crimes reported on campus.

03.03 Timely Reports to the Campus Community. The Director of University Police will immediately report murders, rapes, robberies, aggravated assaults, burglaries, and motor vehicle thefts that have been reported to the University Police and considered to be a threat to other students and

employees to the University's Director of University News Service.

- a. The Director of University News Service will disseminate this information in a manner that will aid in the prevention of similar occurrences.
- b. Examples of forms of dissemination include press releases to campus and local newspapers, radio, television, and other media; postings on bulletin boards; flyers and announcements at meetings of students and employees; special notices through the residence hall staff; postings in dining halls; notices included with pay checks; electronic mail; faculty and staff newsletters; or individually addressed correspondence. Not every crime will require notice in all these forms. These examples are listed as suggestions in appropriate cases.

03.04 Annual Security Report.

- a. Preparation. During August each year the Director of University Police, the Dean of Students, and the Director of University News Service will publish and distribute, in a manner prescribed by law, an annual security report and corresponding "summary" reports to all current students and employees, upon request. These officials will publish the report (Campus Watch) by October 1 each year on Texas State's University Police website, <http://www.police.txstate.edu> or on Texas State's home page at <http://www.txstate.edu>.
- b. Distribution. The Director of Admissions and the Director of Human Resources will provide copies of the annual report to any applicant for enrollment or employment upon request. They will, however, inform these individuals of the report's availability and give them a summary of its contents. The summary will include the content topics set forth in subsection c. below. The President will submit a copy to the Secretary of Education upon request.
- c. Contents. The annual report will contain:
 - 1) Reporting Crimes and Emergencies. A statement of current policies regarding procedures for reporting crimes and emergencies and the institution's response to such reports.

- 2) Security and Access to Facilities. A statement of current policies concerning security of and access to campus facilities.
- 3) Law Enforcement. A statement of current policies concerning campus law enforcement, including authority of security personnel and policies encouraging reporting of crime.
- 4) Security Programs. A description of the type and frequency of programs to inform the campus community about security procedures and encourage individuals to be responsible for their own security.
- 5) Crime Prevention. A description of programs about crime prevention.
- 6) Crime Statistics. Statistics on the occurrence on campus of the following crimes in the past three calendar years, as reported to the University Police or any University official who has significant responsibility for student and campus activities:
 - a) Murder;
 - b) Sex offenses, both forcible and non-forcible;
 - c) Robbery;
 - d) Aggravated assault;
 - e) Burglary;
 - f) Motor vehicle theft; and
 - g) Unduplicated counts of any of the above crimes that involve prejudice based on race, religion, sexual orientation, or ethnicity.
- 7) Off-Campus Crime. A statement of policy on monitoring and recording off-campus crime through local police agencies.
- 8) Drug, Alcohol, and Weapons Violations. Statistics for the past calendar year on arrests for drug, alcohol, and weapons violations.
- 9) Alcohol. A statement of policy on the possession, use, and sale of alcohol.
- 10) Illegal Drugs. A statement regarding possession, use, and sale of illegal drugs.
- 11) Substance Abuse Education. A description of drug or alcohol abuse

education programs.

12) Sex Offenses. A statement of policy regarding programs to prevent sex offenses, and procedures to follow when a sex offense occurs, including:

- a) Educational Programs. A statement of the University's educational programs to promote awareness of sex offenses, including those that promote the awareness of rape, acquaintance rape, and other sex offenses;
- b) Procedures. Procedures students should follow if a sex offense occurs;
- c) Notification. Information on notifying proper law enforcement authorities, including assurance that University personnel will assist the student if requested;
- d) Counseling. Information on existing counseling and other service available to victims;
- e) Assistance. Notification that the University will change a victim's academic and living situations, if requested and reasonably available, and information on options for changes;
- f) Discipline. Procedures for campus disciplinary actions; and
- g) Sanctions. Sanctions that may be imposed by a campus disciplinary proceeding.

04. REVIEWERS OF THIS UPPS

04.01 Reviewers of this UPPS include the following:

<u>Position</u>	<u>Date</u>
University Attorney	January 1 E2Y
Director of Athletics	January 1 E2Y
Director, University Police Department	January 1 E2Y
Dean of Students	January 1 E2Y
Vice President for Student Affairs	January 1 E2Y

05. CERTIFICATION STATEMENT

This UPPS has been approved by the following individuals in their official capacities and represents Texas State policy and procedure from the date of this document until superseded.

University Attorney; senior reviewer of this UPPS

Special Assistant to the President

President