



2016 Annual Security Report

**Amarillo College
Police Department**

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Amarillo College Police Department

Annual Report/Crime Statistics 2014

<p>Clery Act Statistics</p> <p>Visit: US Department of Education Office of Postsecondary Education</p> <p>(Statistics for all seven campuses are available.)</p>	<p>Daily Crime Log Available for Inspection at AC Police Department – Durrett Hall</p> <p>Visit: Texas Sexual Offender Database Search</p> <p>Current Sexual Offenders Available at AC Police Department – Durrett Hall</p>
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Introduction

The Jeanne Clery Disclosure of Campus Security Policy and Campus Crime Statistics Act, 20 U.S. C. # 1092 (F) as amended (the “Clery Act”) is a federal law requiring all institutions of higher education receiving federal financial assistance authorized under Title IV of the Higher Education Act of 1965 to disclose certain timely and annual information about campus crime and security policies. The Clery act, named in memory of a Lehigh University freshman who was assaulted and murdered in her residence hall room in 1986, specifically requires institutions of higher learning to prepare, publish, and distribute a report concerning campus crime statistics and security policies on an annual basis through appropriate publications, mailings or computer networks to all current students and employees, and all prospective students and prospective employees.

Annual Security Report

Our purpose is to provide you with the information and the understanding you need to make an informed and reasoned decision about your personal safety. Amarillo College is a wonderful place to learn, to work and to develop as an individual and as part of a larger academic community. We

hope that you will carefully consider the information contained in this report as you make decisions about your education or career at Amarillo College.

- The College police department prepares the Annual Security Report.
- The report is prepared with additional data provided by local law enforcement agencies, Dumas, Texas, Police Department, Hereford, Texas, Police Department, Campus Security Authorities, and the Office of the Vice President of Student Affairs at Amarillo College.
- The report contains statistics for the three previous calendar years concerning reported crimes that occurred on campus; in certain off campus buildings or property owned and controlled by Amarillo College; and public property within, or immediately adjacent to and accessible from the different campuses.
- The report contains information regarding campus security policies, procedures and personal safety topics.

Report Distribution

A full text of the Annual Security Report is easily available by going to the Amarillo College Police Department website

and clicking on the security report link at <http://www.actx.edu/police>.

The Amarillo College Police Department will provide you with a paper copy of the annual security report upon request. The request does not have to be made in writing. There will be no charge or fee, nor will the report be included in another document for which you are charged a fee. The report is available to all currently enrolled students (including those attending less than full time and those not enrolled in Title IV programs or courses). In addition, Amarillo College will make the report available to prospective students or prospective employees upon request.

Prior to the report being published a notification will be sent out before October 1st to all students and college employees advising the report is completed. Notification will be made by:

- Campus e-mail
- Interview with Campus Safety and Education Officer on college radio station – FM 90
- Article in college newspaper - Ranger
- AC Faculty and Staff newsletter – on line

Locations Covered in the ASR

Amarillo College is a multi-campus institution consisting of seven campuses. Five of the campuses are located within the city limits of Amarillo, Texas. In addition, the college operates two branch campuses. One campus is located in the city of Herford, Texas and the other in the city of Dumas, Texas.

- **Washington Street Campus**
2201 South Washington Amarillo, Texas 79109
- **West Campus**
6222 W South West 9th Avenue Amarillo, Texas 79106
- **East Campus**
2000 Avenue J Amarillo, Texas, 79111
- **Polk Street Campus**
1314 S Polk Street Amarillo, Texas, 79101
- **Community Link**
2412 North Grand Amarillo, Texas 79107
- **Hereford Campus**
241 Ave H Hereford, Texas, 79045
- **Moore County Campus**
1220 East 1st Street Dumas, Texas, 79029

The Amarillo College Police Department has the responsibility to report certain crime statistics to the

Department of Education. Additionally, the department must also comply with other state and federal reporting mandates. There is a vast difference in reporting requirements between the Clery report and other state and federal crime statistics reporting mandates, Clery reporting requires the reporting of student disciplinary referrals that are not required by either state or federal law enforcement. Clery also mandates the collection of crime data from non-law enforcement personnel identified as “Campus Security Authorities.”

The information is divided into groups based upon the type of crime being reported and the areas where the incident occurred.

- **On – Campus**

Any building or property owned, leased or under control of Amarillo College is subject to statistics.

- **Non-Campus Properties**

Offense statistics are required for non-campus property or buildings owned or controlled by Amarillo College that are frequently used by students and are not within the same reasonably contiguous geographic area of the institution, or any building/property that is owned or controlled by a student organization that is officially recognized by the institution.

- **Public Property**

Offense statistics for public property, located immediately adjacent to and easily accessible from campus, including; thoroughfares, sidewalks, streets, lands, parks and beaches (property owned or controlled by Amarillo College and not a private residence or business).

Hierarchy Rule

When we examine incidents to determine if they should be included in the annual report, a portion of the Clery Act called the Hierarchy Rule comes into effect. Occasionally, a person who is arrested may have committed more than a single offense. The Hierarchy Rule requires in this situation that we count the offense which is of the most serious nature and not count an offense of lesser significance. For example, if a person committed in the course of a single act, a burglary and a murder, then only the murder would be counted. An exception to this rule exists for hate crimes. If a person commits any reportable offense and while doing this also commits a hate crime, then both incidents are reported. However, all crimes will be listed on the daily crime log.

Crime/Number of Victims

The Clery Act requires that participating institutions collect data on a specific list of crimes. These crimes are listed here. You will also notice a column beside each of the crimes that indicates how the numbers are to be tallied.

• Homicide	Victims
• Manslaughter	Victims
• Forcible sex offenses	Victims
• Robbery	Victims
• Aggravated assault	Victims
• Burglary	Victims
• Motor vehicle theft	Victims
• Arson	Victims
• Hate crimes	Victims
• Liquor, drug and Weapons	Victims
• Domestic Violence	Victims
• Dating Violence	Victims
• Stalking	Victims

In the case of liquor, drug and weapons offenses the numbers are tallied in two groups. The first set of numbers is for those individuals who were arrested and the second for those who received college sanctions alone. This is not a distinction between breaking the law and not breaking the law, the numbers in both groups are the result of a violation of the law. It is an attempt to reflect the actual impact of liquor, drug and weapons violations occurring in the campus community even when the incident does not result in an arrest. Although a peace officer, County Attorney or District Attorney may choose not to prosecute an individual for one of these offenses because there is insufficient evidence to reach a conviction, Amarillo College may still sanction the individual because the standard for a conviction in a civil proceeding is less than what is required for conviction in a criminal proceeding.

Excluded Crimes

- **Reported to the Proper Authorities** – The incident must be reported to law enforcement or a person who, according to the Clery Act, is defined as a Campus Security Authority. A person designated as a Campus Security Authority does not only mean a person employed by Amarillo College. The term is applied to a person who works for the College in a paid or volunteer status and has significant responsibility for student activities. (See Campus Security Authorities Section, Pages 19 and 20).

- **Listed Crimes** – The crimes must be one of those listed in the Clery Act as a reportable crime. (See the list above)
- **Reportable Area** – The crime must have occurred in one of the reportable areas. Every reportable crime occurring within the boundaries of our campuses is a reportable crime. Perimeter streets are described in the following: “Sidewalk – Street – Sidewalk”. This means that a reportable crime occurring on the sidewalk on either side of the perimeter street is reportable. As are incidents occurring in the street. But an incident occurring in a privately owned building on the distant side of the perimeter street would not be included.
- **Made in Good Faith** – For an incident to be included there must be a determination that the report is made in good faith. Supporting evidence makes this determination easy, but such evidence is not always available, in such a case the credibility of the person making the report is considered. When an incident is reported by another law enforcement agency, we assume this determination has been made.
- **Unfounded** – In the case of a particular incident, law enforcement determines that the incident could not have occurred or did not occur, i.e., a false report, the crime would not be included in the Annual Report.



Amarillo College Police Department

Students, staff, faculty, and other community members are strongly encouraged to report all crimes and public safety related incidents to the College Police Department in a timely manner. The Amarillo College Police Department operates Monday – Saturday from 7 am to 11pm. There is no college police service on Sundays or on designated college holidays. The non-emergency number is 806-371-5163 and the emergency number is 806-371-5911. Calls for

immediate service after business hours or on designated holidays should be made to the City of Amarillo Police Department via 911 or non-emergency 806-378-3038.

If not an emergency, an answering machine at the college police department is in place to record your message. All messages are reviewed on the next business day. If you are a victim or a witness of a crime and do not wish to pursue action within the college system or the criminal justice system, you may still want to consider making a voluntary confidential report to a Campus Security Authority.

Because police reports are public records under state law college police cannot hold reports of crime in confidence. Statistics from confidential reports are collected for the purpose of inclusion in the annual disclosure of criminal statistics. With this information the college 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 particular danger.

Purpose

The purpose of the college police department is to support the college's mission by controlling, preventing, and reducing crime and reducing the fear of crime, conducting crime prevention activities, and maintaining order on each campus.

Mission Statement

The college police department strives to establish and maintain a social and physical environment wherein people on our campuses may be free from fear.

Vision Statement

To preserve a high quality of life and feeling of safety for the college community's diverse population.

Core Values

The core values of the Amarillo College Police Department are intended to guide and inspire us in all we do.

- Service to the College Community
- Reverence to the law
- Commitment to leadership
- Integrity in all we say and do
- Respect for all people
- Quality through continuous improvement

Amarillo College Police Authority

The Amarillo College Police Department was established under the authority of Section 51.203 of the Texas Education Code, (Appendix A). Article 2.12 & 2.13 of the

Texas Code of Criminal Procedure clothes college police officers with peace officers status and provides them with the same duties and powers as sheriffs, municipal police officers, officers of the Department of Public Safety and other officers listed in Article 2.12. These powers include the power to arrest even without a warrant under certain circumstances. Section 51.203, of the Texas Education Code, Appendix A is used to establish the primary jurisdiction of the Amarillo College Police Department. This jurisdiction extends not only on campus but off campus as well. All persons on campus are subject to these laws and rules at all times. The Amarillo College Police Department has complete authority to apprehend and arrest anyone involved in illegal acts on and off campus.

If minor offenses involving college rules and regulations are committed by a college student, the college police may refer the individual (s) to the Vice President of Student Affairs for disciplinary action. Violations of any rules and regulations committed by employees will be directed to the Director of Administrative Services/Human Resources. The Amarillo College Police Department maintains close working relationships with all Municipal, County and State Law Enforcement agencies. The Amarillo College Police Department officer's communicate regularly with these agencies either at the scene of incidents that occur around the campuses of Amarillo College or by radio and mobile data terminals.

All offenses reported are investigated by the department's investigator. All cases completed, if required, are presented to the proper prosecuting agency for review and filing. The college investigator works closely with the investigative staff of other law enforcement agencies when incidents arise that require joint investigative efforts, resources, crime related reports and exchange of information, as deemed necessary. There is no memorandum of understanding between the Amarillo College Police Department and the other law enforcement agencies due to overlapping jurisdiction. All crimes reported to or discovered by the College Police Department are reported to the college administration in a weekly crime report.

Police Response to a Reported Crime

- Whenever a crime is reported, a uniformed police officer is dispatched to conduct the initial investigation, gathering information and seeking physical evidence.
- The investigating officer attempts to determine the basic facts by questioning all persons involved in the incident as well as witnesses.

- Basic and necessary information, including home address, telephone number, and date of birth, are obtained. Please bear in mind that the police officer, by asking detailed questions is attempting to solve the crime and apprehend the person(s) responsible.
- The crime scene must not be disturbed, in order to preserve any physical evidence such as fingerprints.
- The reporting officer will document all information on a report form and forward the form to the department transcriptionist for typing.
- The report is then forwarded to the department investigator who conducts a thorough investigation.
- The investigator will contact you if any follow up information is needed.
- Regardless of the outcome, you will be contacted by the investigator who will explain the case status to you.
- In addition, all crime victims will be contacted by the Campus Safety and Education Officer to assist you in learning preventive measures you can take to avoid becoming a victim again.

Safety through Environmental Design

Facilities and landscaping are maintained in a manner designed to minimize the potential for hazardous conditions. The Amarillo College Police Department regularly patrols the campuses and reports malfunctioning lights and other unsafe physical conditions to the Facilities Maintenance Department for correction. Campus lighting typically meets or exceeds the industry standard for pedestrian walkways, and parking lots are well-lit and routinely patrolled by college police. Other members of the college community are helpful when they report equipment problems to the college police or too the Facilities Maintenance Department.

Campus Safety and Education Officer

The Campus Safety Education officer is a vital part of the Amarillo College Police Department and the College community. Responsibilities are to ensure the safety and wellbeing of everyone on all campuses. This is done by proactive tactics for preventing crimes, safety and awareness programs that are taught to first year students, faculty, employees, and follow-up with victims of a crime with prevention tips.



Education and Training Programs

The Amarillo College Police Department takes a proactive approach to preventing crimes. The goal of safety and security awareness programs is to eliminate or minimize criminal opportunities whenever possible. While the college police department offers advice regarding campus safety, each individual has the primary responsibility for his/her own safety. Safety and awareness programs begin with the new student orientation presentations and continue with the police website, special pamphlets, fliers, and the daily crime log. The college community is informed of crime trends, safety tips, and special programs.

Upon request from any department or student organization, the college police will provide informational seminars and training; speakers are available on a variety of topics including the prevention of sexual assault, dating violence, and domestic violence, stalking, theft and robbery prevention, drug and alcohol awareness, safety issues, and advice about personal defense. The college police attend Student Government Association meetings upon request to answer questions and provide information relative to crime and crime trends on campus. The department's Safety and Education officer routinely appears on the college radio station to discuss safety and crime prevention tips. In addition, the department produces its own videos for safety and education and posts them on the college website.



Anyone wishing to request such prevention services, or desiring more information, should contact the Amarillo College Police Department at 371-5163.

Safety Programs

Escorts:

This program allows faculty, staff, students, or visitors to have a college police officer escort them to their destination, whether it's to their car another building or from class to class. Many want an escort especially at night after getting off work or out of a class. College police also understand that on/off campus issues follow people and

this is where our safety escorts will benefit someone who is having difficulties with another person(s).

Vehicle Unlocks:

The college police department provides vehicle unlocks to faculty, staff, students, or visitors who are on any of the Amarillo campuses. When you discover that you have locked your keys in your vehicle, call 371-5163 and request assistance. Please tell us the make and model of your vehicle, its color and location. The response time will depend on what ACPD is doing at the time of your request. Every effort will be made to provide a speedy response. You will be required to sign a liability disclaimer before services are rendered. ACPD officers are not mechanics or experts in the field – we will attempt to unlock your vehicle, but there is no guarantee we will be successful. If you take issue with signing the disclaimer, please call an off campus vendor.

Vehicle Jump Starts:

One of the services provided by the college police department is battery assistance. When you get in your vehicle and find that the battery is dead, call 371-5163 and request assistance. Please tell us the make and model of your vehicle, its color and location. Please remain with your vehicle. The response time will depend on what ACPD is doing at the time of your request. Every effort will be made to provide a speedy response. You will be required to sign a liability disclaimer before the services are rendered. ACPD officers are not considered mechanics or experts in this field we will attempt to start your vehicle, but there is no guarantee we will be successful. If you take issue with signing the disclaimer, please call off-campus vendors.

Emergency Medical Assistance:

The college police department is equipped with an Automatic Emergency Defibrillator (AED) on each campus location and officers are trained in its use. An AED is a portable electronic device that automatically diagnoses the life threatening cardiac arrhythmias of ventricular fibrillation and ventricular tachycardia in a patient, and is able to treat them through defibrillation, the application of electrical therapy which stops the arrhythmia, allowing the heart to reestablish an effective rhythm. With simple audio and visual commands, AED's are designed to be simple to use for the layperson, and the use of AEDs is taught in many first aid, first responder, and basic life support level cardiopulmonary resuscitation.



Awareness Programs

Sexual Assault:

The program offers preventive measures that you can take to avoid placing yourself in a position where an assault could take place. The program includes, key definitions, risk reductions, survivors rights, date rape drugs, bystander intervention, and reporting procedures/resources.



Domestic Violence:

The program offers faculty, employees, and students preventive measures that can be taken to help identify domestic violence and ways to plan a safe exit from the situation. The program includes a policy statement, definitions, warning signs, safety plans, and effects of domestic violence, reporting procedures, bystander intervention, and resources.

Dating Violence:

The program offers faculty, employees, and students preventive measures that can be taken to help identify dating violence and ways to plan a safe exit from the situation. The program includes a policy statement, definitions, warning signs, safety plans, and effects of dating violence, reporting procedures, bystander intervention, and resources.

Stalking:

This program offers faculty, employees, and students preventive measures that can be taken to help you from potentially becoming a victim of stalking. The program includes a policy statement, definitions, stalking behaviors, reactions of victims of stalking, safety plan, security measures (home, work, online), bystander intervention, and resources.

Drug and Alcohol:

This program offers faculty, employees, and student preventive measures of using alcohol and drugs, and how it can pose a threat to yourself and others. The program includes, a policy statement, definitions, underage drinking, providing alcohol to minors, zero tolerance law, effects of alcohol and drugs on the body, and resources.

Harassment/Bullying:

This program offers faculty, employees, and student preventive measures on dealing with harassment /bullying and keeping students from becoming a victim. The program includes, a policy statement, definitions, signs of someone being bullied, traits of a bully, and resources.

Hate Crime:

This program offers faculty, employees, and student preventive measures on dealing with hatred directed towards them or someone else. This program includes a policy statement, definitions, and resources. Hate crimes are defined as a course of conduct directed at a specific person that would cause a reasonable person to fear:

- For her/his safety or the safety of others; or
- Suffer substantial emotional distress.

Safety Tips

Cell phone protection



- Carry your phone with you whenever possible and make sure it is in a safe place whenever you leave it behind. If you are leaving your phone in your car, be sure it is hidden from view.
- Turn off your phone when you are not using it.
- Request a personal identification number.
- Use the "lock" feature on your phone.
- Report a stolen cellular telephone immediately to the cellular telephone carrier and Police.
- Check your monthly bills carefully, and report unfamiliar calls to your cellular phone company.
- Do not give out your electronic serial number or even your phone number to strangers, including callers who represent themselves as technicians testing your line.
- Keep your subscriber agreement, which includes your electronic serial number, in a secure location.

Know how to contact Public Safety or the Police



Know the emergency telephone number for your campus Public Safety or Police department. 806-371-5911

- Keep the emergency phone numbers near your phones (stickers, magnets, etc.).
- Program emergency phone numbers into your personal cell phone.

- Learn where the campus emergency telephones (Blue Light Telephones) are located on campus and learn how to use them.
- Learn where other emergency telephones are located throughout campus (chemistry labs, woodworking areas, etc.).
- Insure that you are subscribed to the campus mass notification system on campus.
- Participate in any campus emergency transmitter, whistle, or other safety programs being offered

Walking around campus

- Familiarize yourself with the layout of the campus. Survey the campus while classes are in session and after dark to see that academic buildings, walkways, facilities, and parking lots are adequately secured and well-lighted.
- Plan the safest route to your destination; choose well-lighted, busy pathways and streets.
- Share your class schedule with your parents and trusted friends and give them your telephone numbers.
- At night, stick to well-lighted areas whenever possible and avoid alleyways or "short cuts" through isolated areas.
- Travel in groups and avoid going out alone at night.
- Use the campus escort or shuttle services at night.
- Know where the emergency call boxes are located on campus and learn how to use them.
- If you are being followed, change direction and go to the nearest business or home; knock on the door, and request that someone call the Police. Note the description of the person following you.
- Walk near the curb and avoid shrubbery or other places of potential concealment.
- Tell a friend or roommate where you are going and what time you expect to return.
- Stay alert to your surroundings and the people around you.
- Carry your purse close to your body and keep a firm grip on it; carry your wallet in an inside coat pocket or your front pant pocket.
- Keep your keys separate from your purse or backpack.
- Don't overload yourself with bags or packages and avoid wearing shoes that restrict your movements.
- Walk with a confident stride; keep your head up and look around.
- If a motorist stops and asks for directions, keep your distance from the car

Motor vehicle safety

- Park in well lighted areas, where your vehicle is visible; avoid parking next to vans or trucks.
- Keep all items out of sight, especially valuables; remove or place CD players/cases, etc. in the truck.
- Service your vehicle regularly to avoid breakdowns.

- Keep your vehicle locked at all times.
- Consider "The CLUB" or an alarm system.
- When leaving your car for service, remove your other keys.
- Have your key ready when you approach your car. Before getting in, check inside and under your car to make sure no one is hiding.

When driving

- Carry a cell phone.
- Never let fuel level get below ¼ tank.
- Drive on well traveled streets and keep your car in gear while it is stopped. Allow at least one car length space between your car and the car in front of you so that you can escape should someone try to get into your car.
- Always be aware of your surroundings and check your rear view mirror often.
- Keep doors locked and windows shut and keep valuables out of sight; either covered or in the trunk.
- If your car breaks down, open the hood and stay inside. If someone stops to help, do not open your window or door, but have him or her call for assistance.
- If you do not know the location of your destination, ask someone for specific directions before you leave.
- If you get lost, do not pull over until you find a well-lit public area, and then call the police.
- If you suspect you are being followed, drive to a well-lit public area and call the police.
- Always carry an emergency kit in your vehicle with first aid supplies, flares, flashlight, jumper cables, blanket, etc.
- Never pick up hitchhikers.
- Beware of people who yell, honk, and point at your car as if something is wrong; if your car breaks down, stay inside and lock the doors. If anyone approaches to help, crack the window and ask them to call the Police. Ask uniformed people to show identification.
- Beware of people who motion and ask you to stop and lend assistance; if you want to assist someone whose car has broken down, go to the nearest phone or use your cell phone and call the Police.
- Beware of people who may bump your vehicle from behind; if you think you were bumped intentionally, signal the other driver to follow you to the nearest police station.
- If a person with a weapon confronts you and wants your vehicle, give it up. No car is worth being injured or losing your life over.
- If traveling in an unknown area leave enough space between your vehicle and the one in front of you to allow room to drive around it if necessary.

Road rage



- Do not take your eyes off the road.
- Avoid eye contact with an aggressive driver.
- Stay cool; don't react to provocation.
- Distance yourself from drivers behaving erratically.
- Do not make obscene gestures.
- Use your horn sparingly.
- Keep to the right except to pass; don't block passing lane.
- Do not switch lanes without signaling.
- Avoid blocking the right-hand turn lane.
- Do not take more than one parking space.
- If you are not disabled, don't park in a disabled space.
- Be careful to not allow your door to hit the car parked next to you.
- Do not tailgate.
- Avoid unnecessary use of high beam headlights.
- Do not become distracted by a cell phone, CD players, GPS system, etc.
- Do not stop in the road to talk with a pedestrian or other driver.
- Do not expose neighboring cars or others with loud or inappropriate music.
- Assume other drivers' mistakes are not personal.
- Be polite and courteous, even if the other driver isn't.
- Avoid all conflict if possible. If another driver challenges you, take a deep breath and get out of the way.
- Lower your stress by allowing plenty of time for the trip, listening to soothing music, etc.
- Understand that you can't control the traffic, only your reaction to it.
- If you are followed, either drive to the nearest police station or call 911 on your cell phone.
- Finally, if you are tempted to drive irrationally, ask yourself: "Is it worth being killed? Is it worth going to jail?"

Safe walking, jogging or running

- Plan your outing in advance and walk/jog/run in familiar areas.
- Go with a known companion if possible.
- Carry identification.
- Don't wear jewelry or carry cash.
- Avoid secluded or dimly lighted areas.
- Avoid going after dark.
- Always face the traffic.

- If you're being followed, cross the street or change directions; keep looking back and get a good description of the person.
- If you're still being followed, go to the nearest house or business and call the Police.
- Wear bright colors to improve your visibility.
- Change your route and schedule.
- Avoid bushes where a person could hide.
- Take a key with you; do not leave your house or room unlocked; someone could be watching to see when you are not home.
- Carry your cell phone, a whistle or shrill alarm to summon help.
- Do not wear headphones/earphones for an iPod, Walkman, etc.

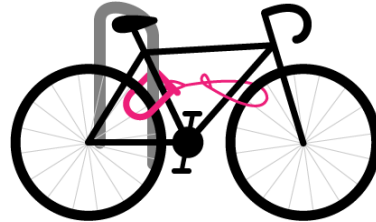


If you are attacked

- Go with your instincts, but be realistic about your ability to fight off someone; your instinct may be to run, scream, kick, hit or bite. However you decide to respond, be sure you do so with full commitment of your effort.
- If a weapon is displayed, don't resist. Give up your property and save your life however throw the property as far as possible away from you and run in the opposite direction.
- Do what you are told and don't make any sudden moves.
- Try to remember as many details as possible and alert Public Safety or the Police as soon as possible.
- Your goal should be to escape safely and survive; cooperate if you think that resisting may lead to further harm however do not enter a vehicle with the perpetrator. Your chances of survival are reduced once you are inside.
- Remember every situation is different; you are the only one that can decide the appropriate course of action.
- Constantly play the "what if" game to think about what you would do in a particular threatening situation. This will help prepare you to respond instinctively when a threat is encountered.
- After an event, never feel guilty about what you did or did not do.

Bicycle safety and protection

- Use a bike light when riding a bicycle at night.
- Wear a helmet at all times when riding a bicycle.
- Obey all traffic laws; you must stop at intersections; pedestrians have the right of way.
- Pay attention to your surroundings; warn pedestrians when you are passing them.
- Take extra care when passing parking lot exits or driving through parking lots.
- Give proper hand signals when turning or stopping.
- Before leaving a lane, give a hand signal. Leave the lane only when safe to do so.
- Secure your bicycle with a heavy duty U-lock or chain. When possible, lock at least your front wheel and frame to a bike rack or other stationary object.
- Do not park your bicycle in a doorway, on stairs, or blocking any handicapped access. Use a bike rack.
- Engrave or permanently mark your bicycle with an identifying number and record that number with Public Safety or the Police.



Describing a suspect or a vehicle

- Date
- Time
- Location
- Direction of Travel
- Weapon
- Suspect Information:
 - Male/Female
 - Adult/Juvenile/Approximate Age
 - Race
 - Height/Weight
 - Hair Color
 - Eye Color
 - Mustache, beard, sideburns or other facial hair
 - Tattoos, scars or other identifying marks
 - Gait, limp or amputations
 - Clothing:
 - Hat
 - Glasses
 - Shirt type/color
 - Pants type/color
 - Shoes

- **Automobile Information:**
 - Make/Model
 - Color
 - Year
 - Body style (2-door, 4-door, convertible, truck, etc.)
 - License plate number
 - Distinguishing features (spoiler, racing stripes, tinting, damage, etc.)

Obscene and annoying phone calls

- Hang up as soon as you realize the nature of the call. Do not try to find out who the caller is, even if you think it is a friend playing a joke.
- Use your answering machine to screen calls. You can also record an obscene phone call with the memo feature on some answering machines.
- If the calls occur frequently, keep a log of exactly when the call was received and what both parties said. Describe the type of voice and note any background noises.
- Consider changing your phone number and depersonalizing your answering machine message.
- Consider purchasing a machine that requires an access code before your phone will ring.
- If the calls continue, contact Public Safety or the Police.

Theft protection

- When leaving your dorm room, home, or office, lock doors and windows even if you will be gone for "just a minute."
- Never leave your purse, wallet, or valuables exposed; store them out of sight. Be especially careful with your credit cards, which are very popular items among thieves because they are usually easy to steal and then use again. Consider obtaining a credit card with your photo imprinted on it.
- Computers, especially if they are portable, are primary targets of theft. Consider the purchase of a locking security or tracking device.
- Contact Public Safety to borrow engravers; engrave computers, stereos, and televisions with your driver's license number (including home state) or department name. Do not engrave on removable serial number plates.
- Keep a list of all items and serial numbers in a safe place.
- Never prop open a locked door.



Vandalism and graffiti

- Report all vandalism and graffiti immediately.
- In addition to being illegal and costly, much vandalism and graffiti may also be bias, hate or gang related.

Safety at work

- If you're working late, let someone know where you are and how long you expect to be; or better yet, plan in advance to have a co-worker stay with you.
- Keep your purse or wallet locked in a drawer or filing cabinet at all times.
- Politely ask strangers who they are visiting and offer to help find the person; if you are suspicious of the person contact Public Safety or the Police.
- Check the identification of any maintenance or repair personnel.
- Keep emergency phone numbers posted near your phone.
- Know your office emergency evacuation plan.
- If possible, employees should wear IDs.
- Be cautious if using restrooms, elevators or stairwells that are isolated or poorly lit; or go with a friend.
- Keep money, checkbooks, or other valuable items out of sight.
- Report any suspicious, threatening or alarming behavior of others to your supervisor or Public Safety/Police immediately.
- Do not loan your office keys to anyone and report lost or stolen keys immediately to your supervisor and the security/police department.
- Ask strangers in your office to identify themselves.

Dating safety

- Trust your instincts. Check out a first date or blind date with friends first. Better yet, go with other friends on your first date.
- Always have a plan to get yourself home. Carry money for a taxi or public transportation in case your date is cut short; bring a cell phone also.
- Know what you want sexually and don't send mixed messages.
- Trust your instincts about situations to avoid.
- Be clear and responsible in your communications with others. If you are getting a double message-or if the person is in no condition to give consent –don't have sex
- Be forceful, firm and assertive. Don't worry about being polite if someone is not respecting your wishes.
- If you go out with other friends, don't get separated; watch out for each other.
- Do not lose self-control or impair your judgment by the use or abuse of alcohol or drugs.
- "No" means "NO". It does not mean maybe.

- If someone is unable to give consent it is called sexual assault or rape.
- Never be drawn in to a gang rape situation.

On line dating

- Never give personal information to people that you don't know (name, home address, phone number, etc.).
- If you decide to talk to someone on the phone don't give out your number; call them and use caller ID block.
- Use a nickname in chat rooms or message boards.
- Meet chat friends in public places and with other friends; take a cell phone with you.
- Never go to someone's room, apartment or house that you just met.



Drink Safely

- Not drinking is an option.
- Intoxication seriously impairs your physical and mental abilities and makes you an easy target for becoming a crime victim.
- Drinking impairs our ability to make good decisions concerning our safety.
- Individuals and groups under the influence of alcohol will do many dangerous or illegal things that sober people would never consider.
- If you drink, don't drive; always have a designated driver.
- If you have problems when you drink, you are probably a problem drinker.
- Alcoholism is a disease; if you or someone close to you needs help, contact your Counseling Center, Health Center, Public Safety or Police department to determine your best available resource.

Party safety

- Never leave your drink unattended.
- Never accept a drink from anyone but the server at the bar.
- Attend parties with friends and look out for one another.
- If you think your drink has been tampered with, let someone know and go directly to the hospital.
- Control your amount of drinking.
- Never drink and drive; always have a Designated Driver!

If you are a victim/survivor of sexual assault or rape

- Seek help immediately. Call the local Rape Crisis hotline or contact RAINN 1-800-656-HOPE to be directed. You

are not at fault. Do not feel guilty or try to forget what happened; it is a crime and should be reported.

- Do not shower, wash or change clothing; valuable evidence could be destroyed. Get medical attention as soon as possible, preferably within 72 hours for physical injuries sustained, sexually transmitted diseases (STD's) pregnancy prevention (if applicable), and the collection and preservation of evidence crucial to pursuing criminal action.
- If you think you've been assaulted while under the influence of an unknown drug (GHB, etc.) seek help immediately. Try not to urinate before providing a urine sample and if possible collect any glasses that you drank from.
- Seek counseling and support to deal with emotional trauma; RAINN (The Rape Abuse Incest National Network) or your local Rape Crisis Service, Public Safety or the Police will be able to assist with determining the best available resources.

Helping a crime victim

- Don't blame or judge the victim.
- Let the victim know that you are sorry for what happened.
- Offer the support of a professional counselor.
- Tend to the immediate physical or emotional needs of the victim.
- Do not disturb any crime scenes.
- Offer to support the victim if they decide to contact the police.
- Listen to the victim if they are willing to talk about the crime.
- Help with transportation, babysitting, cooking or other everyday needs.
- Offer to accompany the victim to the police station, hospital or courts.
- Tell the victim you will continue to be there for support and follow up with him/her later.

Sex Offender Registration

In accordance with the "Campus Sex Crimes Prevention Act" of 2000 and the Jeanne Clery Act, Amarillo College provides a link on the front of the Annual Security Report so that you can access the Texas State Sex Offender Registry. The "Campus Sex Crimes Prevention Act" of 2000 is a federal law that provides for the tracking of convicted sex offenders enrolled, or employed at, institutions of higher education. Amarillo College Police Department will maintain a current list of registered sex offenders attending or working for Amarillo College. This list is maintained at the College Police Department located in Durrett Hall.

Amarillo College is not prohibited from disclosing information provided to the institution concerning registered sex offenders. Registry information is provided

for general public safety. A person is authorized to use this information only to protect him/herself or a child who may be at risk. To release this information to the public is meant to assure public protection, not to punish the offender. It is illegal to use information obtained through the website or from the college police department to commit a crime against an offender or to engage in discrimination or harassment against a registered sex offender. Anyone who uses this information to commit a criminal act against another person is subject to criminal prosecution and civil action.

Weapons Policy



Students are prohibited from carrying firearms on campus.

Law enforcement personnel attending classes on the campuses of the college are entitled to full privileges of students of the College and may carry their weapons on the campuses. Unless those law enforcement personnel authorized to carry weapons are in uniform, weapons must be concealed.

Students may not bring on to any campus or a College related activity any weapon prohibited by law or identified below:

- Guns of any type, including toy guns, BB guns, or any air pump guns.
- Fireworks or explosives of any kind.
- Clubs.
- Razors or illegal knives.
- Chains.
- Martial arts throwing stars.
- Any object, including College supplies, used in a way that threatens or inflicts bodily injury on another person.

The possession or use of articles not generally considered to be weapons may be prohibited when the College President, or designee, determines that a danger exists for any student, College employee, or college property by virtue of possession or use.

VIOLATIONS:

Students found to be in violation of this policy shall be subject to appropriate disciplinary action, including suspension.

Weather Closings

Weekdays

Amarillo College will follow the Amarillo Independent School District in regard to canceling classes on its Amarillo campuses in the morning hours. AISD will call the designated AC employee by 6:15 am only if the school district is CLOSING. AISD does not start late... either classes are cancelled or classes begin on time. AISD does not call the media if it decides to stay open on a snowy day.

Night Classes

Decisions regarding night class schedules will be made by 3:00pm on the day of inclement weather. The President's Office will make the decision and inform College Relations and the AC Police Department. College Relations will disperse the information by AC Alert, campus e-mail, AC's website, myAC, social networking sites and the media.

Weekend Closings

On weekends the President's Office, the Chief Communications and Marketing Officer, and AC Police will evaluate the conditions and make a decision whether to close the campus by 06:15 am on Saturday and/or Sunday morning.

If the campus is closed, that message will be dispersed by AC Alert, campus e-mail, AC's website, myAC, social networking sites and the media.



Daily Crime Log

The department maintains and makes available for public inspection a daily crime log. The purpose of the daily crime log is to record criminal incidents and alleged criminal incidents reported to the college police.

- The crime log is maintained in hard copy format.
- Crime log entries include all crimes reported to the college police for the required geographic locations, not just Clery Act crimes.
- The crime log discloses specific information about criminal incidents, not crime statistics.
- The log is designed to disclose crime information on a timelier basis than the annual statistical disclosures.
- A crime is entered into the log as soon as it is reported to the college police. This includes crimes that are reported directly to the college police, as well as crimes that are initially reported to another campus security authority or to a local law enforcement agency who subsequently reports them to the college police department.
- If multiple criminal offenses are committed during a single incident, all the offenses will be recorded in the log.
- The log has a more specific location focus than statistical disclosures.
- There is an additional geographic location that applies exclusively to the crime log. In addition to reporting

crimes that occurred on campus, we must also report crimes in or on non-campus buildings or property immediately adjacent to and accessible from the campus.

The crime log for the most recent 60 day period is open for public inspection, upon request, during normal business hours. Anyone may have access to the log, whether or not they are associated with Amarillo College. This includes the media. Crime logs older than 60 days are available for inspection within two business days of a written request. An entry or a change in the disposition of a complaint will be recorded within two business days when known. A business day is Monday through Saturday, except for the days when the college is closed. The only exceptions are:

- If the disclosure is prohibited by law; or
- If the disclosure would jeopardize the confidentiality of the victim.

The Amarillo College Police Department may temporarily withhold information if there is clear and convincing evidence that the release of information would:

- Jeopardize an ongoing investigation;
- Jeopardize the safety of an individual;
- Cause a suspect to flee or evade detection; or
- Result in destruction of evidence.

Example

Washington Street Campus

Nature (classification)	Case Number	Date/Time Reported	Date/Time Occurred	General Location	Disposition
Criminal Mischief	14-05161	04-16-14/ 1500	04-16-14/ 1200	CUB/Warren Hall	Open
Theft	14-05166	04-17-14/ 1533	04-16/17-14/ 1745-1600	Music 304	Open
Aggravated Assault	14-05168	04-22-14/ 1825	04-22-14/ 1815	1400 Blk Kimberly	Open
Hit & Run Accident	14-05174	05-01-14/ 1530	05-01-14/ 1200-1530	Nail Parking Lot	Inactive
Hit & Run Accident	14-05777	05-06-14/ 1342	05-06-14/ 1035-1315	North Parking Lot	Inactive

East Campus

Nature (classification)	Case Number	Date/Time Reported	Date/Time Occurred	General Location	Disposition
Theft	14-05163	04-17-14/ 1100	04-8-14/ 0800	EC 2501	Open
Hit & Run Accident	14-05165	04-17-14/ 1515	04-17-14/ 0754	EC 3403	Inactive

Emergency Preparedness

As required by federal and state law, Amarillo College has a comprehensive emergency management plan that details immediate response and evacuation procedures. The Amarillo College Police Department has the responsibility of responding to and summoning the necessary resources to mitigate, investigate and document any situation that may constitute an emergency or dangerous situation. In addition, the Amarillo College Police department has the responsibility to respond to such incident to determine if the situation does in fact pose a threat to the health and safety of the college community.

Amarillo College Police Department officers and supervisors have received training in Incident Command and the National Incident Management System. When a serious incident occurs that causes an immediate threat to a campus, the first responders to the scene are usually members of the college police department with assistance as needed from the City of Amarillo Police department, and they typically respond and work together to manage the incident. Depending on the size, scale, and seriousness of the incident, other local, state, or federal agencies could be involved in confirming and responding to the incident.

Timely Warning vs. Emergency Notification

Federal law has required that colleges issue “Timely Warnings” of potential dangers to the campus community involving criminal activity. While such warnings must be “timely,” they need not be immediate, and can await the results of investigations into the danger. Recent events have caused colleges to develop emergency notification systems that could quickly notify all or selected members of the campus community of immediate danger including active shooters, fires or severe and dangerous weather incidents.

Timely Warnings

In the event a situation arises, either on campus or off campus, that, in the judgment of the Threat Response Team, Amarillo College Police Department or designated College Officials constitutes an ongoing or continuing threat and/or a Clery Act reportable crime, a campus wide “timely warning” will be issued. The warning will be issued through the college notification system. Timely warnings will be issued on a case-by-case basis in light of all facts surrounding a crime, including factors such as: the nature of the crime and the danger to the college community. The intent of the warning regarding criminal incidents(s) is to

enable the college community to protect themselves. A timely warning will be issued when needed and as soon as the pertinent information is available. Timely warnings will not be issued in a manner or posted in a location that requires the college community to make request for them or search for them.

Timely warnings can be issued for threats to persons or property and any Clery Act crime that occurs on Amarillo College property that is: reported to College police or local city/county law enforcement and is considered by Amarillo College Officials to represent a serious or continuing threat to students and employees.

Anyone with information warranting a timely warning should report the circumstances to the Amarillo College Police Department, by phone at 371-5911 or 371-5163 or in person to any officer or to the dispatch center in Durrett Hall.

Alert Warning



In order to safeguard the campus community, to increase awareness, and to meet our timely warning commitments (subject to the availability of accurate information), campus Crime Alerts shall be distributed as soon as possible following a reported incident. The circumstances of any particular situation coupled with the Amarillo College Police Department evaluation of the situation/threat potential will dictate the need and manner for the issuance of a Crime Alert bulletin.

However, in general, whenever there has been a report of a violent crime or a major property crime on any campus and the Amarillo College Police Department along with the Threat Response Team or member of that team are of the opinion that the safety of the campus community is at risk, a Crime alert will be issued.

Emergency Notification

The Clery Act requires all Title IV institutions, to have and disclose emergency response and evacuation procedures in response to significant emergency or dangerous situations involving an immediate threat to the health and safety of students and employees occurring on campus. Emergency response plans are tested, evaluated, and publicized at least

annually. Amarillo College is a multi-campus institution and all emergency response procedures apply to each campus. Amarillo College does not maintain emergency response plans or procedures for non-campus buildings or property. Information about updated changes to the emergency response policies and procedures will be added as they occur.

The Amarillo College Police Department has the responsibility of responding to, and summoning the necessary resources, to mitigate, investigate, and document any situation that may cause a significant emergency. In addition, the Amarillo College Police Department has a responsibility to confirm the situation does in fact, pose a threat to the college community and to provide that information to the Threat Response Team as soon as possible for evaluation. The Threat Response Team is the focal point of management and communications.

The Threat Response Team will determine what information will be contained in the notification after taking into account the safety of the campus community, and determine the appropriate segment of the campus community to receive a notification. Amarillo College will immediately notify the campus community upon confirmation of a significant emergency or dangerous situation involving an immediate threat to the health or safety of students or employees. The only reason Amarillo College would not immediately issue a notification for a confirmed emergency or dangerous situation is if doing so would compromise the efforts to: assist the victim, contain the emergency, respond to the emergency or otherwise mitigate the emergency.

The following criteria are evaluated to determine if activation of the AC Alert system is warranted and which components will be utilized:

- The type of emergency event
- Impact or potential impact on life and safety (death, serious or minor injury)

As a situation is confirmed the Threat Response Team will collaborate and determine what information is to be disseminated. Amarillo College has various systems in place for communicating information quickly. Some or all of these systems may be activated in the event of a threat. AC Alert, phone, e-mail, Amarillo College website, text messages, and vehicles with public address systems are the primary means of notification. These systems provide information regarding an emergency to all affected locations on our campuses. Members of the larger community can receive information

from radio, television or logging onto the Amarillo College website. All students and employees are automatically entered into the AC alert system; however, participants may always opt out at their discretion or change information at <http://www.actx.edu/acalert> or the AC Alert link on the Amarillo College website

Testing Emergency Notification

The Amarillo College emergency response procedures are tested, at minimum, on an annual basis. Other tests are conducted as needed or scheduled. The test will include drills, exercises, and appropriate follow-through activities, designed for assessment and evaluation of emergency plans and capabilities. Any test conducted may or may not be announced in advance. Amarillo College will publicize its emergency response and procedures in conjunction with the annual test. This publication will be outlined on the Amarillo college website. Each test will be monitored by the Threat Response Team, Amarillo College Police Department or designated college officials. All test will be documented and contain a description of the exercise, date the test was held, time started and ended and whether the test was announced or unannounced. As with all Clery - related documentation, Amarillo College maintains the emergency test documentation for seven years.

Building Evacuations

The decision to evacuate during an emergency in which there is an immediate threat to the Amarillo College Community will be made by the Amarillo College Police Department or a designated campus administrator based on the circumstances or when the fire alarm sounds. Evacuation of college buildings and/or campuses not immediately impacted by an emergency incident will be determined by the College President, or designee. If a building evacuation occurs, every office suite, functional area, and classroom should have a specific predetermined area where Amarillo College employees and students meet to check in with the supervisor/instructor once they have evacuated. The Amarillo College Police Department should be notified of suspected missing persons so a search can be made.

If Evacuation is Necessary

- Walk to the nearest exit and advise others to do the same.
- Evacuate to a distance of at least 200 yards from the affected area.

- Keep streets, fire lanes, hydrant areas, and walkways clear for emergency vehicles and personnel.
- Do not return to an evacuated building unless told to do so by a college official.
- In case of fire, do not use elevators!!!

Evacuation of Persons with Disabilities

Individuals with disabilities will face a variety of challenges in evacuating, depending on the nature of the emergency.

- People with a mobility disability may need assistance leaving a building without a working elevator.
- Individuals who are blind or who have limited vision may no longer be able to independently use traditional orientation and navigation methods.
- An individual who is deaf may be trapped somewhere unable to communicate with anyone because the only communications relies on sound.

Amarillo College faculty, staff and students will ensure that all persons with disabilities or special needs are evacuated to designated shelter areas or assembly points first, along with other students and visitors.

Amarillo College procedure requires all persons in a facility to evacuate anytime the fire alarm system is activated or in case of any emergency that requires the building to be evacuated. Persons with disabilities may not be able to evacuate unassisted; therefore they should inform another person that assistance may be necessary during an evacuation. Remember individuals with disabilities are unique:

- Listen to the individual.
- He/she is the expert regarding their disability.
- Always ask the individual before attempting to move them.
- Ask if there are any special considerations or items that need to come with him/her during the evacuation.

There are persons with “hidden” disabilities that may need assistance, including, but not limited to health or psychiatric disabilities. Some individuals may utilize assistance animals. When possible keep them together. Persons with disabilities that limit mobility may be defined as anyone who uses a cane, crutches, or wheelchairs or who has a slower mobility due to illness or injury. Also, persons of limited vision and hearing may need assistance to evacuate. If you are unable to assist a person with disabilities in evacuating a building, notify the Amarillo College Police Department and provide a

specific location and description of the person needing assistance.

Evacuation Points

If you are in a building that is being evacuated, first you need to remain calm, move quickly (not run), and follow directions if given by Police, Fire, EMS, or faculty. Go to the nearest parking lot and conduct a head count to make sure everyone is accounted for.

Evacuation Drills

The purpose of evacuation drills is to prepare building occupants for an organized evacuation in case of an emergency. At Amarillo College drills are used as a way to educate and train occupants on issues specific to their building. During the drill occupants “PRACTICE” drill procedures and familiarize themselves with location and the sound of the fire alarm.

Evacuation drills are monitored by the college police and designated college officials. Reports are prepared to identify deficient equipment so that repairs can be made immediately. Recommendation for improvements are also submitted for consideration. As part of the comprehensive emergency operations plan for the college, announced and unannounced drills, exercises, and follow-through activities are conducted annually. Minimally, tabletop exercises are conducted for various campuses. All exercises are documented and appropriate after action reports are completed. After action, reports are completed detailing lessons learned, and follow-up items are identified.

Shelter in Place

If an incident occurs and the buildings or areas around you become unstable, or if the air outdoors becomes dangerous due to toxic or irritating substances, it is usually safer to stay indoors, because leaving the area may expose you to that danger. Thus, to “shelter in-place” means to make shelter of the building that you are in and with a few adjustments this location can be made even safer and more comfortable until it is safe to go outside.

If an incident occurs and the building you are in is not damaged:

- Stay inside-seeking an interior room until you are told it is safe to come out.

If your building is damaged:

- Follow evacuation procedures for your building.

- Take your personal belongings.
- Seek shelter at the nearest college building quickly.
- If police or fire department personnel are on scene, follow their directions.

A shelter-in-place notification may come from several sources, including Amarillo College Police Department, Fire Department, emergency notification system, college officials or other authorities utilizing the College's emergency communications tools. No matter where you are, the basic shelter-in-place will generally remain the same. Should the need ever arise; follow these steps, unless otherwise instructed by emergency personnel:

- If you are inside, stay where you are. Collect any emergency supplies and a telephone to be used in emergency. If you are out doors, proceed into the closest building quickly or follow instructions from emergency personnel on scene.
- Locate a room to shelter. (interior room away from windows)
- Shut and lock all windows and close exterior doors.
- Turn off air conditioners and heaters.
- Close vents to ventilation systems as you are able.
- Make a list of people with you and ask someone to call the list into the Amarillo College Police Department.
- Turn on a radio or TV if one is available and listen for instructions.
- Make yourself comfortable.

Aircraft Crash – East Campus

The potential for an aircraft crash is significant for the East campus, because of the proximity to the airport and different flight paths over the campus and the housing area. Crash into Campus Building(s)

- Immediately take cover under tables or desks and remain clear of all windows to protect from falling or flying debris until mass movement stops.
- Activate the nearest fire alarm pull station and evacuate the building quickly, following the established routes and procedures, if possible.
- Consider the potential fire and explosion to be increasing if fire or explosion did not occur on impact.
- Assist disabled/injured persons in evacuating.
- Assemble at the pre-designated assembly point; if safe to do so, or proceed to an alternate assemble point as directed by a Faculty member or other college official by the safest route possible.
- Wait at the safe assembly point until otherwise directed fire or law enforcement officer.
- If required, a campus-wide evacuation will be conducted when it is safe to do so without complicating the emergency response.

If you become trapped

- Alert emergency search and rescue crews or anyone within shouting distance of your location.
- If telephone is available or you have a cell phone attempt to call the Amarillo College Police at 371-5911 and report your location.
- If a window is accessible, place an article of clothing or other signal in the window to alert rescuers to your location.
- Whistle, shout, and use an object at hand to pound on a wall or door to make noise at regular intervals to alert rescuers to your location.
- Stay low, near the floor. During a fire the air nearest the floor will contain the least smoke, contaminants and heat.
- If you are injured, tend to your wounds as much as you possibly can.
- Remember the first priority during any emergency is life safety. Help is on the way.

Crash near Campus

- In the event of a major community emergency, the Potter/Randall County EOC may use the East campus as a staging area or command post by emergency responders.
- Keep campus access roads open and clear for emergency traffic.
- Follow building evacuation plans.
- Wait at designated assembly points until receiving further instructions from Fire or Law Enforcement officials.

Imminent Threat

An active shooter is a person who appears to be actively engaged in killing or attempting to kill people in a populated area. There is no pattern or method to their selection of victims.

These situations are dynamic and evolve rapidly, demanding immediate deployment of law enforcement resources to stop the shooting and mitigate harm to innocent victims. Because active shooter situations are often over within 10 to 15 minutes, individuals must be prepared both mentally and physically to deal with an active shooter situation.

Preparing for an Active Shooter Situation

- Be aware of your environment and any possible dangers.
- Take note of the two nearest exits in any facility you visit.

Responding to an Active Shooter Situation

Quickly determine the most reasonable way to protect your own life. Remember that students are likely to follow the lead of Faculty or other college officials during an active shooter situation.

Your options, in order of preference are: A - D - D

- Avoid;
- Deny;
- Defend.

Run

If there is an accessible escape path, attempt to evacuate the premises. Be sure to:

- Have an escape route and plan in mind
- Evacuate regardless of whether others agree to follow
- To save time, leave your belongings behind
- Help others escape, if possible
- Prevent others from entering an area where the shooter may be
- If you think you can safely make it out of the building by running, do so. If you decide to run, do not run in a straight line. Attempt to keep objects such as desks, cabinets, fixtures, etc., between you and the hostile person.
- Once outside, do not run in a straight line. Use trees, vehicles and other objects to block you from the intruders view. When away from the immediate area of danger, summon help any way you can and warn others.
- Follow the instructions of any police officer
- Do not attempt to move wounded people
- Call ACPD at 371-5911 when you are safe.



Hide

If escape is not possible, find a place to hide where the active shooter is less likely to find you.

- Faculty should, if possible, immediately lock students and themselves inside the class room.
- Barricade the doors with desks, tables, chairs, and facilitate escape out the windows if possible.
- If communications is available call ACPD at 371-5911, and then silence your cell phone.
- If you cannot escape out the windows, lock the windows and pull the blinds or curtains closed.
- Stay away from the windows.
- Turn off all lights, video and audio equipment.
- Keep everyone together.
- Have volunteers hide and prepare to ambush the shooter.
- Hide behind large objects.
- Remain quite.
- If you are caught in an open area in a building, you may be forced to fight back. This is dangerous, but

depending on your situation, this could be your only option.

- If the person(s) are causing death or serious physical injury to others and you are unable to hide, you may choose to play dead if other victims are around you.
- If you are caught by the intruder and are not going to fight back, obey all commands and don't look the intruder in the eyes.



Fight

As a last resort, and only when your life is in imminent danger, attempt to disrupt and /or incapacitate the active shooter by;

- Acting as aggressively as possible against him/her
- Yelling
- Throwing items
- Take the suspect down any way possible



When Law Enforcement Arrives

Law Enforcement's purpose is to stop the active shooter as soon as possible. Officers will proceed directly to the area in which the last shots were fired.

- Officers usually arrive in groups of (2) or (4)
- Officers may wear regular patrol uniforms or external bulletproof vest, Kevlar helmets, and other tactical equipment.
- Officers may be armed with rifles, shotguns, handguns
- Officers may use pepper spray or tear gas to control the situation
- Officers may shout commands, and may push individuals to the ground for their safety
- Until the situation is neutralized police officers will proceed to the threat and not stop to aid injured
- Remain calm, and follow officers instructions

- Put down any items in your hands (i.e., bags, jackets)
- Immediately raise hands and spread fingers
- Keep hands visible at all times
- Avoid making quick movements toward officer such as attempting to hold on to them for safety
- Avoid pointing, screaming and/or yelling
- Do not stop to ask officers for help or direction when evacuating, just proceed in the direction from which the officers are entering the premises

Information to Provide to Law Enforcement

- Location of the shooter
- Number of shooters, if more than one
- Physical description of shooter/s
- Number and type of weapons held by the shooter/s
- Number of potential victims at the location

The first officers to arrive to the scene will not stop to help injured persons. Expect rescue teams comprised of additional officers and emergency medical personnel to follow the initial officers. These rescue teams will treat and remove any injured persons. They may also call upon able-bodied individuals to assist in removing the wounded from the premises.

Once you have reached a safe location or an assembly point, you will likely be held in that area by law enforcement until the situation is under control, and all witnesses have been identified and questioned. Do not leave the safe location or assembly point until law enforcement authorities have instructed you to do so.

Recognizing Potential Workplace Violence

An active shooter in your workplace may be a current or former employee, or an acquaintance of a current or former employee. Intuitive managers and coworkers may notice characteristics of potentially violent behavior in an employee.

Potential Violence by an Employee

Employees typically do not just “snap”, but display indicators of potentially violent behavior over time. If these behaviors are recognized, they can often be managed and treated. Potentially violent behaviors by an employee may include one or more of the following (this list of behaviors is not comprehensive, nor is it intended as a mechanism for diagnosing violent tendencies)

- Increased use of alcohol and/or illegal drugs
- Unexplained increase in absenteeism; vague physical complaints
- Depression/withdrawal
- Resistance and overreaction to change in policy and procedures
- Repeated violations of college policy

- Increased severe mood swings
- Noticeably unstable, emotional responses
- Explosive outburst of anger or rage without provocation
- Suicidal; comments about “putting things in order”
- Behavior which is suspect of paranoia, (“everybody is against me”)
- Increasingly talks of problems at home
- Escalation of domestic problems into the workplace; talk of severe financial problems
- Talk of previous incidents of violence
- Empathy with individuals committing violence
- Increase in unsolicited comments about firearms, other dangerous weapons and violent crimes

Hostage Situation/Abduction

A hostage situation is defined as the unlawful abduction or restraint of one or more individuals with the intent to restrict their freedom.

Attempt to thwart the abduction

If you can escape the initial hostage/abduction attempt, your ordeal will end right there however, the first few minutes of a hostage/abduction situation are the most dangerous, and they become more dangerous if you resist. While in many cases, the potential for immediate escape outweighs the danger of resistance, there are times where escape is not realistic and therefore not worth the risk.

Guidelines

- Regain your Composure

Your adrenaline will be pumping, your heart will be pounding, and you will be terrified. CALM DOWN. The sooner you can regain your composure the better off you will be immediately and in the long run.

- Be Observant

Right from the start, you should try to observe and remember as much as possible without bringing attention to yourself. Try to position yourself away from doors and windows that may be entered by rescue teams or through which shots might be fired. Try to identify escape routes.

- Keep a Survival Attitude

BE POSITIVE. Remember that help will be coming.

- Put Your Captor(s) at Ease

BE CALM. Cooperate (within reason) with the hostage takers. Don't make threats or become violent, and don't attempt to escape unless the time is right.

- Keep Your Dignity

It is generally psychologically harder for a person to harm a captive if the captive remains “human” in the captor's eyes. Do not grovel, beg, or become hysterical. Try even not to

cry. Do not challenge the hostage taker, but show him/her that you are worthy of respect.

- Avoid insulting or talking about potentially sensitive subjects

You may think your hostage taker is a pathetic, disgusting individual. While captives in the movies get away with saying such things, you should keep these thoughts to yourself. In addition, as in most conversations with people you don't know, politics is a good topic to stay away from, especially if you are being held by terrorist or hostage-takers that are politically motivated.

- Be a good Listener

Care about what your hostage taker has to say. Don't patronize him, but be empathic, and he'll feel more comfortable around you and more benevolent toward you. Being a good listener can also help you gain information that would be useful for an escape or help police apprehend the hostage-taker.

- Medications /Restrooms

Tell the hostage taker if medications, first aid, or restroom privileges are needed, when you speak look directly at the hostage taker.

- Stay out of the way if rescue attempt is made

The rescue attempt is the most dangerous time in a hostage situation. The hostage takers may become desperate and attempt to use you as a shield, or simply decide to harm the hostages. During the rescue happens stay low, fall to the floor face down and protect the back of your head with your hands or if possible hide behind a desk or table. Do not make any sudden moves when rescuers enter your location. You may be mistaken as part of the hostage takers.

- Follow the rescuers Instructions carefully

Your rescuers will be on edge. Obey whatever commands they give until the situation has stabilized.

Student Conduct and Responsibilities

Student Code of Conduct – Follow the link to read the current Student Conduct and Responsibilities

<http://catalog.actx.edu/index.php>



Reporting Crimes to Campus Security Authorities

Although every institution wants its campus community to report criminal incidents to law enforcement, we know that this doesn't always happen. A student who is a victim of a crime may be more inclined to report it to someone other than the college police. For this reason, the Clery act requires all institutions to collect crime reports from a variety of individuals and organizations that Clery considers to be "Campus Security Authorities."

Under Clery, a crime is "reported" when it is brought to the attention of a campus security authority or college police personnel by a victim, witness, or other third party or even the offender. If a campus security authority receives the crime information and believes it was provided in good faith he or she must document it as a crime report. In "good faith" means there is a reasonable basis for believing that the information is not simply rumor or hearsay. That is, there is little or no reason to doubt the validity of the information.

Who are CSA's?

"Campus Security Authorities" is a Clery specific term that encompasses four groups of individuals or organizations associated with Amarillo College.

- College Police Department
- Any individual or individuals who have responsibility for campus security but do not constitute a police or security department.
- Any individual or organization specified in an institution's statement of campus security policy as an individual or organization to which students and employees report criminal offenses.
- An official of Amarillo College who has significantly responsibility for student and campus activities, including but not limited to, student housing, student discipline, and campus judicial proceedings.

What is the role of a CSA?

CSA's are encouraged to report all crimes reported to them, on a timely basis, to the Amarillo College Police Department. CSA's should only report those crimes that have not been previously reported to the college police. The intent of including non-law enforcement personnel in the CSA role is to acknowledge that some members of the

college community and students in particular, may be hesitant about reporting crimes to the police, but may be more inclined to report incidents to other campus-affiliated individuals.

CSA Crime & Incident Reports

When a crime is reported to a CSA, she/he should first ask the person if they would like to report it to the college police. If so, contact ACPD at (806) 371-5163. If the CSA has firsthand knowledge/confirmation that the reporting party filed a police report with ACPD, they are not obligated to complete and submit a CSA report form. However, if the reporting party says they will file a police report with the college police and leaves (no CSA firsthand knowledge/confirmation that a police report was filed), then the CSA must still complete and submit a Campus Security Authority Crime report Form.

If the reported crime is made in good faith, meaning that there is reasonable basis for believing that the information is not rumor or hearsay, then the crime is Clery reportable. CSA's, when interacting with the crime reporting party, need to gather incident information that would provide sufficient detail to properly classify the incident. This means CSA's need to document reporting party responses or lack thereof. Reporting party identifying information should only be included in the Report Form if the reporting party is willing to provide same.

What is done with CSA Report Forms?

The Amarillo College Police Department review Report Forms and makes a determination if an incident warrants a timely warning / emergency notification of the college community and whether it is a reportable crime in the Annual Security Report. College police will consolidate crime data from multiple sources, report qualifying crime data to the Department of Education, publish campus ASR's and inform the college community when the ASR's are available.

What CSA's do not do

Campus Security Authorities do not investigate nor are they responsible for determining authoritatively whether a crime took place – that is the function of the college police. A campus security authority should not try to apprehend the alleged perpetrator of a crime. That too, is the responsibility of the college police. It is also not a CSA's responsibility to try to convince a victim to contact law enforcement if the victim chooses not to do so.

Exemption for Pastoral and Professional Counselors

There are two types of individuals who, although they have significant responsibility for student and campus activities, are not campus security authorities under Clery.

- **Pastoral Counselor:** A person who is associated with a religious order or denomination, is recognized by a that religious order or denomination as someone who provides confidential counseling, and it functioning within the scope of that recognition as a pastoral counselor.
- **Professional Counselor:** A person whose official responsibilities include providing mental health counseling to members of the college community and who is functioning within the scope of his /her license or certification. This definition includes counselors who may have been contracted to the college.

Crimes CSAs Report at a Minimum

- Murder and non-negligent manslaughter
- Negligent manslaughter
- Forcible sex offenses
- Non forcible sex offenses
- Robbery
- Aggravated assault
- Burglary
- Motor vehicle theft
- Arson
- All hate crimes
- All liquor, drug or weapons law violations resulting in an arrest.
- Domestic violence
- Stalking
- Dating Violence

CSA's are identified as:

Washington Street Campus
Lyndy Forrester, Vice President for Employee and Organizational Development, Student Service Center 281, 371-5044
Margie Vitale, Senior Advising Assistant, Durrett Room 209C, 371-5184
West Campus
Mark Rowhl, Dean of Health Sciences, Allied Health Room 151A, 354-6070
Debbie Hall, Interim Assistant of AND & Assistant Professor, Jones Hall Room 280, 356-3607
East Campus
Megan Eikner, Dean of Technical Education, East Campus, Student Service Center 152, 335-4352
Downtown Campus
Toni Gray, Dean of Continuing Education, B&I Room 109G, 371-2912
Community Link
Karie Eagleton, ESL Instructor Lab Supervisor III, Community Link, 371-5422
Moore County Campus
Renee Vincent, Executive Director, Room 161A, 806-934-7221
Hereford Campus
Daniel Esquivel, Executive Director, Room 102, 806-379-2702

Sexual Assault

Sexual Assault is a violation of the law and will not be tolerated

Contrary to popular belief, sex-based crimes are among the most frequently committed offenses (we know this from the National Crime Victimization Surveys over time). However, because victims are often unable or unwilling to report such a crime (or even old enough to realize that a crime was committed against them), it remains one of the most UNDER-reported person to person crimes. Sexual Assault is a violation of the law and will not be tolerated. Amarillo College Police Department are committed to ensuring a safe environment on all campuses that is free from acts of intimidation or the fear of falling victim to sexual assault.

There are no definite rules to avoid becoming a victim of acquaintance/date rape. However, if expectations and feelings about sex are clearly communicated, rape is less likely to happen. Here are some suggestions that will help clarify relationships.

- Be careful not to let alcohol or other drugs decrease your ability to take care of yourself and make sensible decisions.
- Trust your gut feelings. If a place or the way your date acts makes you nervous or uneasy, get out.
- Check out a first date or a blind date with friends. Meet in and go to public places. Carry money for a phone call or taxi or take your own car.
- Don't leave a social event with someone you've just met or don't know well.
- Do not accept beverages from someone you don't know and trust. Always watch your drink and never leave it unattended.
- Be assertive. Express your expectations and feelings clearly. Stand up for your rights without violating those of others.
- Communicate clearly. Realize that it takes effort for two people to understand each other. Rape can happen when two people have different expectations and desires. For example, the man may think the woman is playing hard to get when she really means no.
- Take responsibility. Say "YES" if you mean "YES" and "NO" if you mean "NO" and know the difference.
- Before you end up in a situation in which you are vulnerable, think about your alternatives.

Sexual Assault Reporting Procedures

Persons who have been sexually assaulted or who have been the victim of any type of sex offense should immediately report the incident. The following is strongly suggested:

- Get to a safe place.
- Call campus police immediately at 5911 or 371-5163.
- If you are not sure about prosecution, but you might want to prosecute later, you are encouraged to file a police report and you have the right to change your mind and not pursue a criminal complaint.
- If you are not sure what to do, you can call the Amarillo Rape Crisis Center at 806-359-6699. The advocate will provide you with options and you will not need to give your name.
- Do not bathe, shower, douche, change your clothes or disturb anything at the crime scene. Extremely valuable physical evidence can be obtained from you, your clothing, and objects at the crime scene.
- If you do not wish to make a report to the police, you are still encouraged to seek professional medical advice. It is important not to forget the possibility of sexually transmitted diseases and/or pregnancy.
- If you are a female victim and feel more comfortable talking with a female officer you will be accommodated.

Amarillo College Police Department -371-5163 or 5911
Amarillo Police & Ambulance – 911

Immediate Concerns after Sexual Assault

A victim's immediate concerns after a sexual assault should be their health and safety. The VERY first thing to do is get medical attention. In the past, the only place to go was to your local hospital. Now, more and more cities have sexual assault centers that can provide advanced treatment to victims in a more private and much less hectic setting. Call your local rape crisis center - they can help arrange for transportation and get the ball rolling to get specially trained nurse examiners on the way to assist you. You can always decide later whether or not to file a police report, but you absolutely **MUST** get medical care as soon as possible because:

- you may need immediate medical attention due to injuries you can't feel
- tests for pregnancy, venereal disease, and AIDS should be done
- medical evidence is extremely helpful IF you decide to prosecute and this is your **ONLY** time to collect it

A medical history will be necessary in order medical personnel to identify any medical conditions that could affect your treatment. This will include allergies, prescription and non-prescription medications, major illnesses; and for women, any use of birth control, a gynecological history, menstrual status and date of last period.

You may choose to request a rape exam, which is a thorough exam including the collection of forensic evidence. If you think that you might want to pursue legal action either immediately or in the future, such as prosecution, it is in your best interest to request a rape exam so that physical evidence can be collected in a timely fashion. If you do not want the rape exam, you can request that only a medical exam be performed.

A Survivors Rights

A sexual assault survivor has a legal right to:

- Make the decision whether to file a police report or information report.
- Be provided with written notice of crime victims' rights and information and referrals, including a referral to a sexual assault program, at initial contact with law enforcement.
- Sensitive and skilled treatment in Texas emergency rooms.
- Refuse to take a lie detector test.
- Use a pseudonym and have her or his name, address and phone number kept out of court files relating to the case.
- Reimbursement, through Crime Victim's Compensation Program, for financial losses resulting from the criminal conduct, including medical costs, moving costs and lost wages.
- Have her or his attacker tested for HIV and receive notice of the test results after indictment.
- Have her or his safety considered when bail is set.
- Be notified of all legal proceedings, including parole proceedings, after making a written report.
- A private waiting area, separate from other witnesses, before testifying in court.
- Write a victim impact statement and have the statement considered during punishment and parole proceedings.
- Upon meeting certain eligibility requirements, maintain a confidential address through the Texas Address Confidentiality Program.

Sexual Assault – Physical Evidence

The timely preservation of physical evidence is essential to the successful prosecution of most sex offenses. Considering the time sensitive nature regarding the preservation and collection of such evidence, it is essential that the campus police department be contacted as soon as possible. Due to the sophisticated investigative resources required to

properly investigate certain sex crimes, the Amarillo College Police Department works in cooperation with the Amarillo Police Department.

Since a good part of the evidence for prosecution of a sexual assault is medical evidence obtained from the victim, it is vital that the victim gets medical treatment as soon as possible and does not bathe, shower, douche, or change clothes until given permission by medical personnel. If possible, it is also very helpful if the victim refrains from using the bathroom, gargling or drinking.

Upon arrival at the medical facility, the assigned registered nurse will accompany the victim to a private room for the initial interview, and a sexual assault counselor will be notified. The registered nurse will then ask the victim about the rape and women will be asked about their current gynecological status. The nurse will also document the victim's medical history as well as any sexual history, allergies, current medications, menstrual cycle, use of contraceptives, and any current or past illnesses. The nurse will then determine if the victim has made or desires to make a police report (exactly when the police report is made can vary). If the victim desires to make a police report, the nurse can contact police.

The medical part of the exam is done by a registered nurse who has received specialized training in how to spot, identify and collect forensic evidence. (This is called SANE-SART training: Sexual Assault Nurse Examiner - Sexual Assault Response Team). Their background is entirely medical, however, their participation is important as they act as a sort of crime scene technician by collecting evidence from the victim, marking and certifying the evidence.

To collect medical evidence for the police, medical personnel use a "Sexual Assault Kit" (often referred to as a "rape kit"). Evidence is collected and a pelvic exam is done. The steps involved in evidence collection are:

- The nurse explains the hospital's HIV testing procedure and why HIV testing is beneficial. The victim then decides whether or not to permit HIV testing. In many states, there is no charge to the victim for these services.
- Routine blood collection is done (to check for pregnancy or sexually transmitted diseases)
- The nurse documents any evidence of torn clothing or external injuries and takes photographs.
- The victim's clothing is collected and new clothes are provided.
- Any physical evidence from the rape scene (such as grass or leaves) is also collected.

- Hairs are collected: the nurse collects any loose hairs or debris in the pelvic area (looking for pubic hairs of the assailant). In some cases, some of the victim's pubic hairs are needed and 15-20 of the victim's head hairs (to differentiate the victim's hairs from the assailant's).
- Fingernail scrapings are collected for detection of blood or tissue.
- The nurse then examines the victim for evidence of semen and, if detected, it is collected.
- Several slides are made and swabs taken from the vaginal, anal, and oral areas to check for semen, sexually transmitted diseases, and infections.
- The hospital provides the victim with any preventive medicine necessary (for tetanus, sexually transmitted diseases, pregnancy, etc.).
- Medical personnel perform the pelvic exam. The victim may request to have the examination done by a female. Unfortunately, this request cannot always be granted because a female physician may not be available at the time, but generally speaking every effort is made to do whatever can be done to make the victim more comfortable during this traumatic time.

The sexual assault kit is then locked in a box at the hospital until given to the police for further laboratory analysis. The nurse will discuss with the victim what follow-up tests and blood work need to be done. The sexual assault counselor provides the victim with hotline numbers and follow-up appointments. The victim should also receive an application for the victim's assistance program (which pays certain compensation and medical benefits to victims of crime. See Crime Victims Compensation Act). Victims usually receive a follow-up phone call within 72 hours after the exam from an Emergency department nurse.

Sexual Assault – Obsessive Compulsive Behaviors

- Many survivors report feelings of not being clean, even after repeated showering or bathing. Sometimes victims report compulsive behaviors where they feel like they have "the willies" or are "grossed out" to the point where they feel they must bathe immediately and for extended periods of time.
- Obsessive behaviors include things like checking locks - not just before bed, but over and over...and over and over. Some victims go so far as to destroy any clothing in similar style or color to what they were wearing while assaulted. In almost all cases, these behaviors are a victim's attempt to be in control in the present of what they feel they weren't in control over in the past.

- The idea behind this thinking is: "I can be more vigilant" or "I can change what attracted the attacker so it won't happen again". The downside of this thinking is that while its intent is to re-gain control, internally, this can be devastating because the victim internalizes the blame for the attack, instead of putting the blame on the attacker where it belongs. The thinking can turn to: "If I have the ability to prevent it in the future, then maybe I could have prevented what happened in the past."
- Thus victims can feel safer and more successful in dealing with the incident by using obsessive behaviors, but in reality, this results in continued deepening of the emotional wounds and thus it keeps the cycle going. Often professional counseling and intervention are essential to digging out of this destructive cycle.
- Both the internal dialog and the behaviors themselves can be even more devastating to a victim than the actual attack. Sometimes these behaviors last for years, causing long term damage to relationships, self-image and the ability to hold down a job, all very important elements in a victim's support network and life of normalcy.

Sexual Harassment

Sexual Harassment is a violation of the law and will not be tolerated

Student Complaint Procedure

A student who believes he or she has been or is being subjected to any form of sexual harassment shall bring the matter to the attention of the Vice President of Student Affairs or the Vice President's designee in accordance with the procedures in the College's complaints policy. However, no procedure or step in that policy shall have the effect of requiring the student alleging harassment to present the matter to a person who is the subject of the complaint. Nor shall a sexual harassment complaint be dismissed because it is not filed within the time lines set out.

Sexual harassment includes such behavior as sexual advances, requests for sexual favors, and other verbal or physical conduct of a sexual nature directed toward an employee, student, or job applicant, particularly when one or more of the following circumstances are present.

Submission to such conduct is made either explicitly or implicitly a term or condition of an individual's employment or education.

Submission to or rejection of such conduct by an individual is used as the basis for academic or employment decisions affecting that individual.

Such conduct has the purpose or effect of substantially interfering with an individual's academic or professional performance or creating an intimidating, hostile, or offensive employment or educational environment.

In determining whether alleged behavior constitutes sexual harassment, Amarillo College will examine the record as a whole and all aspects of the circumstances, such as the nature of the sexual advances and the context in which the alleged incidents occurred.

If the allegation of sexual harassment involves an administrator, faculty member or classified employee of the College, provisions of the "Discrimination" policy stated above will be followed. If the allegation involves a student or students, it will be handled in keeping with the "Student Conduct/Disciplinary Procedures" as stated in this publication. If a student has questions concerning these policies or procedures, he/she should contact the Vice President of Student Affairs.

Bystander Intervention

We each have the responsibility to treat each other with respect. The most important thing you can do is refrain from engaging in any harassing behavior and not tolerate such behavior from others. If you stay aware of your responsibility and assert your rights to a respectful work or learning environment, you will have taken an important step forward eliminating harassment.

- Step in and separate the two people.
- Use a distraction to redirect the focus somewhere else.
- Divert attention of person away from the other.
- Evaluate the situation and people involved to determine whether to intervene yourself or alert other people to help.
- Avoid using violence.
- Keep yourself safe.
- Call the campus police.
- If needed, recruit several people to help separate both sides.
- Ask a victim if she/he is okay. Provide options and a listening ear.
- Call local crisis center for support and options.

Bystander Intervention – Helping Victims of Sexual Assault

After a rape, survivors may be openly upset, even hysterical, or they may be numb and seemingly calm. You can help victims by meeting immediate needs:

- Obtaining medical assistance
- Feeling safe. Rape is a traumatic violation of a person. Especially in the beginning, it is often difficult for victims to be alone.
- Being believed. With date rape especially, victims need to be believed that what occurred was, in fact, a rape.
- Knowing it was not their fault. Most rape victims feel guilty and feel that the attack was somehow their fault.
- Taking control of their life. When a person is raped, they may feel completely out of control of what is happening to them. A significant step on the road to recovery is to regain a sense of control in little, as well as big things.

You can help by:

- Listening, not judging. It is not your place to play prosecutor and make a victim prove their story. Accept their version of the facts and be supportive.
- Offering shelter. If it is at all possible, stay with them at their place or let them at least spend one night at your place. This is not the time for them to be alone.
- Being available. Victims may need to talk at strange hours, or could use your help to run errands or screen calls.
- Giving comfort.
- Letting them know that they are not to blame.
- Being patient and understanding.
- Encouraging action. For example, suggest they call a hotline, go to a hospital or health center, and/or call the police. Respect their decision if they decide not to file charges.
- Not being overly protective. Encourage them to make their own decisions. A victim needs to feel in control of their life and this will not be possible if you do everything for them.
- Accept their choice of solution to the rape - even if you disagree with what they are doing. It is more important that a victim make decisions and have them respected than it is for you to impose what you think is the "right" decision.
- Put aside your feelings, and deal with them somewhere else. Although it is supportive for a rape survivor to know that others are equally upset with what happened, it does them no good if on top of their own feelings, they also have to deal with your feelings of rage and anger.

Stages of Healing Process

Sexual assault can be anything from unwanted sexual contact all the way to brutal rape. No matter what happened, or how long ago, sexual victimization can have lifelong effects on the

victim. For some victims, the physical injuries can be devastating; for others the emotional injuries can be equally destructive - and can last for many years. Regardless, the incident has changed their lives, which will never be the same. How victims cope with the events will depend on the willingness to move through the process - a process which can be painful and difficult. While elderly victims struggle with physical recovery, they seem to be much better with the emotional recovery; while many younger victims typically recover quickly physically, but face a lifetime of uphill emotional struggle.

- Shock

This stage can last anywhere from hours to weeks or months. Typical reactions might include saying "I can't feel anything" or "I can't think clearly." Disorientation and high levels of anxiety are common.

- Denial

The two biggest things under this category are: that the event even happened and that even if it did, it didn't "bother" the victim. The stages of shock and denial can take severe mental and emotional tolls on victims. The psychological destruction, types of traumatic reactions and the long-term effects and syndromes impacting victims are many. The severity or length of the incident or incidents doesn't seem to have any impact on how deeply a victim is harmed - the victim of a date rape with minor physical injuries doesn't suffer less than a victim who is raped repeatedly and receives more severe physical injuries.

- Blaming

Most blaming is typically directed at the self. Victims may focus on thoughts such as: "If only I didn't...", or "I should have...", or "I shouldn't have..." Making matters worse, this self-blame is easily exacerbated by supporters like friends, family or investigators with comments such as "what were you thinking - wearing that short skirt to that seedy place" or other such comments which only serve to place the blame for the attack on the victim, instead of on the attacker who chose to take actions against the victim.

- Pain

Pain usually covers two issues: avoiding and feeling. Attempts to avoid feeling physical and emotional pains resulting from an attack might include depression, acting out or self-medicating with alcohol or other "numbing" medications or drugs. When the pain gets through, sadness, fearfulness and confusion come to the forefront.

- Anger

At some point, for most people, pain demands a reaction. For victims of sexual assault, this reaction is usually anger. The anger might be directed at the self - seen when the victim is intensely focused on their own behaviors (self-injury and substance abuse are common), or might be focused on others - either the attacker in particular, or directed at

anyone/anything that can become the focus of the feelings, even innocent bystanders like spouses, family members or friends.

- Integration/Acceptance

The time, effort, and method of reaching this stage differ with each individual. There's no "schedule" for when a person "should be over it." The unfortunate fact is that many victims don't reach this stage - and certainly those who don't seek assistance have even smaller chances for leading healthy, fruitful lives after sexual assault. For those who get here, this stage includes the ability to put the event behind them (which is NOT the same as forgetting it!) and start identifying and doing new behaviors. This might be going back to school or work, going out with friends again, doing volunteer work, getting involved in outreach activities, or getting to a place where they are ready to resume, renew, or initiate an intimate relationship.

Thus the stages and roles are:

Role:

- Victim - Separate from the trauma
- Survivor - Being with the trauma
- Hero/Heroine - Moved on from the trauma

Stages:

- Shock
- Denial
- Blaming Pain
- Anger
- Integrating
- Accepting

Date Rape Drugs and Alcohol

Alcohol

- While under the influence of alcohol, men feel that they are more sexual.
- Alcohol causes greater misperceptions by reducing the ability to process complex stimuli, resulting in BAD DECISION MAKING. And consuming alcohol can be used as excuse for behavior ("I was drunk").
- Alcohol decreases the ability to resist an attack.
- In more than 75 percent of college rapes, alcohol was involved in some way.

Rohypnol and GHB

Rohypnol and GHB are called the date rape drugs because when they are slipped into someone's drink, a sexual assault can then take place without the victim being able to remember what happened.

Rohypnol

Referred to as "roofies," "roopies," "circles," and the "forget pills," rohypnol works like a tranquilizer. It causes muscle

weakness, fatigue, and slurred speech, loss of motor coordination and judgment, and amnesia that last up to 24 hours. It looks like an aspirin-small, white, round.

GHB (GAMMA-HYDROXYBUTERATE)

GHB (also known as "Liquid X," "salt water" or "scoop") causes quick sedation. Its effects are drowsiness, nausea, vomiting, headaches, dizziness, coma, and death. It's most common form is clear liquid although it can also be a white, grainy powder.

Dater's Bill of Rights

- I have the right to refuse a date without feeling guilty.
- I can ask for a date without feeling rejected or inadequate if the answer is no.
- I do not have to act macho.
- I may choose not to act seductively.
- If I don't want physical closeness, I have the right to say "no."
- I have the right to start a relationship slowly, to say, "I want to know you better before I become involved."
- I have the right to be myself without changing to suit others.
- I have the right to change a relationship when my feelings change. I can say, "We used to be close, but I want something else now."
- If I am told a relationship is changing, I have the right not to blame or change myself to keep going.
- I have the right to an equal relationship with my partner.
- I have the right not to dominate or be dominated.
- I have the right to act one way with one person and a different way with someone else.
- I have the right to change my goals whenever I want to.

Behavioral Myths that Contribute to Date Rape

- At a certain point a man cannot stop.
- When a woman says "NO" it means "CONVINCE ME."
- When a woman teases a man it is acceptable to force a woman to have sex.
- Unless a woman resist it is not rape.
- It is not rape when a woman is drunk or passed out.
- The way a woman dresses is a sign she wants to be raped.
- If a woman has had sex with the person on another occasion, it cannot be rape.
- If a woman did not take precautions it can't be rape.
- If a woman agrees then changes her mind it's not rape.
- If a guy or girl is too drunk to know what he or she is doing, it's not rape.
- All rapists know that their actions are defined as rape.
- Rape does not affect men.

Sexual Assault Risk Reductions

SAFETY IN YOUR HOME

- All exterior doors should be made of solid wood core.
- Use good quality deadbolt locks on all exterior doors, including the door from the garage to the house, and from a basement to the house if the basement has a window, coal chute, or other outside access.
- Have the locks on all exterior doors re-keyed when you move into a new house or apartment or when roommates or other persons with access to your home are no longer welcome.
- Keep your garage door shut when not in use. Remember that your garage remote is also a key of sorts. Remember to re-code your remote and opener to prevent unauthorized access. Do this NOW - if you keep your remote on the default setting, anyone can open your garage door by simply buying a replacement opener! Change the code again if you have persons who are no longer welcome in your home. Your local police department, sheriff's office, crime prevention organization, or hardware store can help with this. Perpetrators looking for easy targets have been known to buy a bunch of remotes set on the default setting and just drive around pushing the buttons until they find doors that open for them - don't let yours be one!
- Install a peephole viewer with a minimum 180 degree viewing angle to the front door and get in the habit of checking it BEFORE you open the door...EVERY TIME - get in the habit.
- Install key locks to secure sliding glass doors. Since these doors can be shaken off their tracks if there is enough "play" in them, it's also a good idea to put a dowel in the door so that it can't be rocked. Dowels can be obtained from your local hardware store and cut to your measurements for less than \$5.
- Good lighting is a deterrent to crime. Install adequate exterior lighting at all entrances. Lights that come on with motion sensors are even better.
- Don't open your door to strangers. Never let anyone into your house to use the phone, even for an emergency. Offer to make the call for them, but don't let them inside. You are always better safe than sorry here so don't hesitate to call the police for assistance.
- Request identification from all repairmen and maintenance persons. You can even request identification from people claiming to be police officers. The police will NOT think you are crazy if you dial 911 to find out if the cop at your door is really a cop (this author used to be the one ANSWERING those 911 calls!) Impersonating an officer is a common ruse used by perpetrators to gain entry into a victim's home. If you don't see a marked police vehicle through the peephole, or if the visitor says they are a private investigator or plain clothes detective, call to find out.
- Don't advertise that you are home alone or that your home might be unoccupied. Keep a light on in more

than one room to make it appear that you may not be alone. Lamp timers are great for creating the impression of multiple people being home, as well as for use when you're away from home. Remember, most rapists and burglars are opportunists and if you can increase their belief that confrontation is possible, easier targets may be sought.

- Keeping extra keys hidden outside your home can be dangerous. Perpetrators know all the best spots like "hide-a-rock", under the doormat, under a potted plant, etc. If you're got to keep one out (for example, as a backup for your kids who get home before you), then don't put the extra key anywhere near the door. Put it somewhere that is NOT convenient and thus not likely to be found (for example, in a zip lock bag, buried at the edge of a flower garden, or stuck behind the air conditioning unit with a magnetic key holder). Give extra keys to a trusted neighbor and always notify them if you have someone that will need the key in advance.
- Pay attention to your landscaping! Other than lighting, this is one of the best elements that you can alter to deter crimes at home. Is your home easily visible from the street? Is your address/house number easy to see if police or EMS are trying to find you? Do plants or shrubs obscure your windows and provide places to hide or cover for someone wanting to pry open a window?
- Contact your local police department or sheriff's office. Most departments will happily give you a free home security survey.
- Many of these suggestions are part of an overall concept called "Crime Prevention through Environmental Design"; the goal of which is to increase elements of one's surroundings that enhance safety, while decreasing elements that invite or foster criminal activity. Check the right menu column for resources specific to the concept of CTPED.

SAFETY WHILE DRIVING AND IN YOUR CAR

- Park in well-lit areas.
- Always lock your car, whether you are inside or the car is parked.
- Have your keys in your hand when heading to your car and stay alert of your surroundings while approaching your car.
- If working late, try to go to your car in the company of a friend or security guard. If this is not possible, try to move your vehicle close to the office before sunset.
- Get in the habit of looking inside your car and the back seat before you get into the vehicle.
- If you have car trouble, raise your hood and put on your emergency flashers. Wait for help inside the car with the doors locked. If possible, try to pull into a well-lit area or under a street light.
- If you're thinking about stopping to help someone else on the side of the road, remember that you should go to the nearest phone and call the police to assist them.

They get faster service from the towing companies than you ever will.

- Don't pull over for flashing headlights. If it is an emergency vehicle there will be red and/or blue flashing lights, usually on top of the car. If the lights are at the front of the car, it may be a "low profile" law enforcement vehicle. If you're, even during a legitimate traffic stop, always pull into a well-lit area that is visible from the road.

SAFETY ON THE STREET & OUT IN PUBLIC

- Always be alert and aware.
- If you are being harassed by someone, always head towards lights or people.
- If you think you are being followed, DO NOT GO HOME. Head for a well-lit area, a crowded area, or an open business with people around, like a convenience store.
- Don't hitchhike.
- If something doesn't feel right, TRUST YOUR FEELINGS. Don't feel pressured to "go along". It's ok to wait for the next elevator, or take another cab, or whatever if someone's presence makes you uneasy.
- If you use laundry mats, plan to go with a neighbor or friend.
- Take SPECIAL precautions when traveling, remember, rapists are opportunists, and tourists generally have a more relaxed posture concerning their safety.

SAFETY WITH FRIENDS & IN RELATIONSHIPS

- First, understand that the majority of sex-related crimes are committed by someone the victim knows!
- Second, be aware that the victim's home is the most common location (other than the offender's home) for sexual assault to occur. Homes, yours or theirs, should NOT be the first place where you meet someone alone early in the relationship, and especially for a first in-person meeting.
- When out at clubs or bars, always keep your drink in your hand. If you must leave your drink, order a fresh one when you get back. Leaving a drink unattended opens the door for date-rape drugs to find their way into your system.
- It is particularly important to be with people that you know and can trust if you are under the influence of drugs or alcohol.
- Be honest with your friends and acquaintances. When you mean "NO", be sure that not only your voice, but your body language or non-verbal actions or postures are saying "NO".
- Honor your RIGHT to control your own life and your experiences, including the right to decline any level of sexual activity, at any time, with anyone. Don't allow yourself to be pressured into sexual activity that you don't want or don't feel good about.

Stalking



Stalking is a violation of the law and will not be tolerated

Any faculty, staff, student, or visitors who feel they are being stalked should immediately report the activity to the campus police. The department will document, investigate and provide whatever possible safety accommodations and resources on campus. In addition, this department will provide information regarding advocacy or legal services to include a discussion of due process.

Stalking Definition

A pattern of behavior directed at a specific person that would cause a reasonable person to feel fear.

Anti-Stalking Law

Texas Anti-Stalking Law (Penal Code 42.072) this law forbids the following actions by the stalker or other(s) who act on his/her behalf.

- On more than one occasion, following, placing a person under surveillance, making threats that cause the victim to fear immediate or future injury, death, or damage to his/her property.
- Threats and/or actions can be conveyed either directly to the victim or through family or household members.

Types of Stalking

- **Romantic or Rejected Stalker** is the most common of them all. This charming character generally becomes obsessed with someone they have been romantically involved with who has decided to end the relationship. They will try to reconcile with this person who has rejected them and when it is clear that it will not work they tend to want revenge, as they may now feel humiliated. They will try intimidation and even violence especially if there has been a history of it in the

relationship. If the stalkers ex-partner begins a relationship with someone new they can get very nasty and lash out in the direction of the new suitor also. These narcissistic stalkers have next to know social skills and very few friends.

- **Love or Intimate Stalker** believes their victim is their long lost soul mate. In their delusional thinking they are convinced their victim feels the same way. This is called erotomania and is a rare personality disorder. The problem with this stalker is they think they are entitled to their victim's affections because they put so much effort into their own labors of love. They will send cards, letters and gifts and also call their victim constantly. If the person they are in love with rejects them they will see this as encouragement and dismiss it for what it really is. But eventually when they realize their victim has no interest in them they can become threatening and violent. Because this stalker is adamant that his or her feelings of love are for real and reciprocated they will keep stalking their victim until they are stopped. This type of stalker has no regard for the law and will see any court orders against them as something to be ignored. They are cunning, devious and see winning their victims heart as a challenge. This stalker lives in their own delusional mind and refuses to listen to anybody who tries to make them face reality.
- **Incompetent Stalker** is less likely to hurt their victims and probably has a history of serial stalking. Their desire is to have a romantic relationship with their victim and is completely blind to the feelings of the person they are pursuing. This stalker has a huge ego and is convinced that everybody is attracted to them. They are not as persistent as the other stalkers mentioned and can give up the chase if they are threatened with legal action.
- **Resentful Stalker** has a real bee in their bonnet and suffers from paranoia. If any person slights them they seek revenge and often on a large scale. God help you if you cross this kind of stalker because they may not touch you personally but will terrorize your life by making verbal threats, cause damage to your property and steal or harm your pet. They will also bring legal actions against you if they possibly can. Hopefully it will be them facing charges in court instead of you.
- **Predator Stalker** is not a pleasant person and thankfully the least common of all stalkers. They usually get more attention because when they make a move on a victim it can become front-page news. These characters are sexual predators with a desire for gratification and complete control of their victims. This type of stalker is

sexually deviant and will make obscene phone calls to their victim while they fantasize about what they will do to them once they are contained. They have low intelligence and are driven by their anti-social needs.

- **Cyber Stalker** has been added to the list of stalker types since the advent of the Internet. This has become the new playground for stalkers who can wander in and out of chat rooms and forums searching for victims. These stalkers use spyware to access their victim's computer where they can find all the personal information they need to make their victims world a living hell. A Cyber stalker can be any one of the stalker personalities previously mentioned and they can cause just as much havoc.

Knowing what type of stalker you have can be extremely helpful in understanding how they think and are likely to act. A stalker tries to get into the minds of their victims so they can intimidate them at their weakest point. Once they are obsessed with you they will pull out every trick in the book to break your will. Being able to analyze which stalker personality they appear to be can give you the advantage you may need to quickly end their reign of terror.

Characteristics of a Stalker

- Jealous
- Manipulative
- Narcissistic
- Deceptive
- Obsessive and compulsive
- Falls instantly in love
- Socially awkward or uncomfortable
- Needs to be in control
- Depends on others for sense of self
- Unable to cope with rejection
- Sense of entitlement (you owe me)
- Unable to take No for an answer
- Does not take responsibility for own feelings or actions

Stalking Behaviors

- Non-consensual communications, including in-person communications, telephone calls, voice messages, text messages, E-mail messages, social networking site postage, instant messages, posting of pictures or information on Websites, written letters, gifts or other communications that are undesired and/or place another in fear.
- Following, pursuing, waiting or showing up uninvited at a workplace, place of residence, campus parking lots,

classrooms, hallways, or other campus locations frequented by the victim.

- Surveillance and other types of observation, whether by physical proximity or electronic means.
- Trespassing
- Vandalism
- Non-consensual touching
- Direct physical and/or verbal threats against victim or victims loved one.
- Gathering of information about a victim from family, friends, co-workers and/or classmates, faculty and staff.
- Manipulative and controlling behaviors such as threats to harm one or threats to harm someone close to the victim.
- Defamation or slander against a victim.

Stalking Risk Reductions

- Brief campus police on your situation. The department will document, investigate and provide whatever possible safety accommodations and resources on campus. In addition, this department will provide information regarding advocacy or legal services to include a discussion of due process.
- Enter emergency numbers in your cell phone.
- Travel with classmates when on campus.

Documentation

- Documentation of stalking should be saved and given to campus police.
- Documentation of actions of the perpetrator may be useful in future complaints or proceedings, for evidentiary or credibility purposes.
- Documentation may take the form of photos of destroyed property/vandalism, photos of any injuries inflicted on the victim by the perpetrator, answering machine messages saved on tape, letters or notes written by the perpetrators, etc.
- A victim should keep a written log of any crimes or suspicious activities committed by the perpetrator. Discretion should be used when making entries and it should be kept in a secured place, as the log may be used in court proceedings.

Hate Crimes

Hate Crimes are a violation of the law and will not be tolerated

Reporting hate violence is a crucial component in the development of a more tolerant society and a hate free campus environment. If you have been the target of a hate crime or hate bias motivated incident, you are encouraged to report the occurrence to the Amarillo College Police Department.

An offense motivated by hatred toward the actual or perceived race, color, religion, nationality, origin or ancestry of a person or group may be defined as a hate crime. An offense can be, but limited to the following, and does not include bias incidents (incidents not involving violence or threat of violence): stalking, harassment, graffiti, vandalism, assault and arson. Anyone committing such acts can be referred to the Vice President of Enrollment for disciplinary action, as well as facing criminal prosecution under Texas law.

- **Race:** A performed negative attitude toward a group of persons who possess common physical characteristics (e.g., color of skin, eyes, and/or hair; facial features, etc.) generally transmitted by descent and heredity which distinguish them as a distinct division of humankind, e.g., Asians, blacks, whites, or
- **Gender Identity:** A performed negative opinion or attitude toward a group of persons because those persons are male or female, or
- **Religion:** A performed 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, e.g., Catholics, Jews, Protestants, Atheists, or
- **Sexual Orientation:** A performed negative opinion or attitude toward a group of persons based on their sexual attraction toward, and responsiveness to, members of
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their own sex or members of the opposite sex, e.g., gays, lesbians, heterosexuals, or

- **Ethnicity:** A performed negative opinion or attitude toward a group of persons of the same race who share common or similar traits, languages, customs, and traditions, e.g., Arabs, Hispanics. Or
- **National Origin:** A preformed negative opinion or attitude toward a group of people whose members identity with each other, through a common heritage, often consisting of a common language, common culture and/or ideology that stresses common ancestry.
- **Disability:** A performed 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 age, or illness.



Bullying

In honor of Rutgers student Tyler Clementi who took his own life in September of 2010 from online harassment from his peers. It requires all colleges and universities that receive federal student aid to have in place a policy to prohibit the harassment of students based on their perceived or actual race, color, national origin, disability, sexual orientation, sex, or gender identity.

Amarillo College is committed to protecting its students, employees, and the college community as a whole from Bullying for any reason. All students and employees are entitled to a safe, equitable, and harassment free college experience. Bullying will not be tolerated.

Definition

“Bullying” means systematically and chronically inflicting physical hurt or psychological distress on one or more students or employees. It is further defined as: unwanted purposeful written, verbal, nonverbal, or physical behavior, including but not limited to any threatening, insulting, or dehumanizing gesture, hostile, or offensive educational environment or cause long term damage; cause discomfort or humiliation; or unreasonably interfere with the individual’s college performance or participation, is carried out repeatedly and is often characterized by an imbalance of power. Bullying may involve, but not limited to:

- Unwanted teasing
- Threatening
- Intimidating
- Stalking
- Cyber Stalking
- Cyber Bullying
- Physical Violence
- Theft
- Sexual, Religious, or Racial Harassment
- Public Humiliation

Any student who believes he/she is a victim of bullying or harassment should as immediately as possible after the incident takes place report the incident to college officials.



Domestic Violence

Domestic Violence is a violation of the law and will not be tolerated

Domestic Violence is more than just a “family problem”; it is a crime. The Amarillo College Police Department recognizes that domestic violence is a major problem throughout the United States. In Texas, it is a crime for any person to threaten, beat, sexually assault or otherwise harm another person, even if they are married. Battering is not exclusively a crime against women, but they are the majority affected.

Incidence of domestic violence cannot be tolerated. If you are or think you are a victim of domestic violence, now is the time to start thinking about protecting yourself. The fact that you are seeking information is a good sign. It means you are seriously considering your situation. Calling Amarillo College Police Department, local law enforcement, Campus Security Authorities (CSA), telling a fellow student or friend, contacting a shelter, or a help line is the first step. Please don't wait until it is too late. Amarillo College Police Department is here to help you. Let us help you.

The Amarillo College Police Department understands that off campus problems may follow you onto campus. We are committed to providing you with a safe environment that is free from domestic violence and will thoroughly investigate incidents and provide you with assistance.

Domestic Violence Definitions

The Campus SaVE Act is part of the Violence Against Women Reauthorization Act (VAWA) passed in 2013 and defines Domestic Violence as follows:

- Felony or misdemeanor crimes of violence committed by a current or former spouse of the victim, by a person with whom the victim shares a child in common, by a person who is cohabitating with or has cohabitated with the victim as a spouse, by a person similarly situated to a spouse of the victim under the domestic or family violence laws of the jurisdiction or by any other person against an adult or youth victim who is protected from the person's acts under the domestic or family violence laws of the jurisdiction.

The Department of Justice defines Domestic Violence as follows:

- Abusive behavior in any relationship that is used by one partner to gain or maintain power and control over another intimate partner. Domestic violence can be physical, sexual, emotional, economic, or psychological actions or threats of actions that influence another person. This includes any behaviors that intimidate, manipulate, humiliate, isolate, frighten, terrorize, coerce, threaten, blame, hurt, injure, or wound someone.

Texas Family Code Sec. 71.004. FAMILY VIOLENCE. "Family violence" reads as follows:

- an act by a member of a family or household against another member of the family or household that is intended to result in physical harm, bodily injury, assault, or sexual assault or that is a threat that reasonably places the member in fear of imminent physical harm, bodily injury, assault, or sexual assault, but does not include defensive measures to protect oneself
- abuse, as that term is defined by Sections 261.001(1)(C), (E), and (G), by a member of a family or household toward a child of the family or household; or
- dating violence, as that term is defined by Section 71.0021.

The Myth

Many people believe in the myth that men are the only people capable of being abusive and women are the only people who suffer abuse. Characteristics of the classic abuser and victim may include the following:

Abuser

- An abuser can be anybody, from any walk of life
- Does not change
- Work related problems, fines or prior jail convictions for domestic violence

Victim

- Suffers serious physical injury
- Depression, low self-esteem, anxiety, helplessness and a sense of worthlessness
- Work related problems, loss of job, picking up and/or letting go of certain habits
- Decline in academic interest, grades, and/or poor attendance

Abuser Traits

- Has witnessed, or may have suffered abuse as a child, causing abuse to be a learned behavior
- Desires to be in control
- Low self-esteem
- Committing violence against their victim gives them a sense of importance

- Alcohol and/or drug problems
- Mental or emotional problems
- A “bully” mentality
- Short temper
- Aggressive behavior
- Damages property of the victim
- Overbearing personality
- Manipulation

Abusers make excuses, such as “blaming” their abusive behavior on other people or situations. Examples of “blaming” statements are as follows:

- “I had a rough day at work and it’s your fault.”
- “The boss gave me a demotion because of you.”

Cycle of Violence

The first step of the cycle is the actual act of abuse, where the abuser metes out some form of violence.

The second step is the remorse period, where the abuser is sorry the incident occurred and apologizes for everything that occurred.

The third step is the dating period, where the couple is once again happy and everything is wonderful. In actuality, the abusers tension level is building.

The fourth step is a repeat of the first step of the abuse. The cycle continues to repeat itself growing in ferocity each time.

Understanding the Cycle of Violence

Domestic violence relationships exhibit certain characteristics that differ from healthy, intimate relationships. Understanding the difference may be the key to recognizing the need to seek assistance.

Violent relationships usually do not begin with violence. Like normal, healthy couples, you begin with romance.

Romance

During this time, the batterer attempts to bond or connect with their partner. Domestic violence relationships never return to romance once the cycle begins. Domestic violence partners then proceed into the next phase of the Cycle of Violence, called the Tension Building Phase, which is marked by Power and Control Tension Building Phase.

The batterer begins to assert his or her power over the victim in an attempt to control the victim’s actions. Batterers will set rules for the victim that are impossible to follow. They will tell the victim that there will be consequences if they break the rules. Sadly, the consequences usually result in violence against the victim. Rules often may include no contact with family members, money spending rules and/or needing to obtain permission for everything the victim does. Batterers

use demeaning, degrading and derogatory phrases toward the victim in an attempt to “objectify” the victim. This is done because it is easier to commit violence against an “object” rather than someone you are supposed to love.

The victim may internalize the appropriate anger at the abuser’s unfairness and experience physical effects such as depression, tension, anxiety and headaches. As the tension in the relationship increases, minor episodes of violence increase, such as pinching, slapping, or shoving.

The rules are nearly impossible to follow, but victims try to follow them in an attempt to forestall the inevitable assaults. The violations of the rules leads the couple into the next phase, Acute Battering Phase,

Acute Battering Incident

During this phase, the batterer exhibits uncontrolled violence outbursts. Batterers decide to teach the victim a lesson and will usually injure the victim. The injuries may start out as minor such as a slap, a pinch, or hair pulling. As the cycle continues the violence becomes increasingly brutal and escalates into a great bodily injury or death. If death does not occur, the victims usually react with shock, denial or disbelief and the cycle continues into the third phase. The Acute Battering Phase ends in an explosion of violence. The victim may or may not fight back. Following the battering, the victim is in a state of physical and psychological shock. The batterer may discount the episode and underestimate the victim’s injuries.

Remorseful Phase

During the last phase of the cycle of violence, the batterer usually begins an intense effort to win forgiveness and ensure that the relationship will not break up. Batterers ask forgiveness, say it will not happen again and behave in a very loving and kind manner. While batterer’s apologize, they still blame the victim for the violence starting, “if you had only stayed home like I asked you, I wouldn’t have had to hit you... or “I’ll never do it again...” Often batterers use gifts to convince the victim to forgive. The victim wants to believe that the abuse will stop is supported by the batterer’s loving behavior.

Why Battered Victims Stay

The most frequently asked question concerning a battering situation is why does the victim stay? While there exists a variety of reasons, it is also very possible the victim may be locked into a cycle of violence. Below are some of the most common reasons why victims stay with the batterers.

- The victim loves the batterer
- The victim fears the batterer

- The victim may be economically dependent on the batterer and, not having a marketable job skill, the victim has no realistic alternative to batterer's financial support
- Learned helplessness. The victim has been taught and believes to be powerless, and therefore views the situation from that perspective
- Often the victim stays for the sake of the children or the batterer may make threats of violence against the children if the victim tries to leave
- Sometimes the batterer is otherwise well respected or mild mannered, so the victim's concerns are not taken seriously
- The victim may rationalize the beatings, believing that the victim must have "deserved" the "punishment" or that the batterer was just "too drunk" to know what the batterer was doing
- The victim may have no idea that services are available and may feel trapped
- The victim may be convinced that this beating will be the last

Situational Factors

- Economic dependence
- Fear of greater physical danger to self and children if they attempt to leave
- Fear of emotional damage to the children
- Lack of alternative housing
- Lack of job skills
- Social isolation resulting in lack of support from family or friends and lack of information regarding alternatives
- Fear of involvement in court processes
- Cultural and religious constraints
- Fear of retaliation

Emotional Factors

- Fear of loneliness
- Insecurity over potential independence and lack of emotional support
- Guilt about failure of marriage
- Fear that partner is not able to survive alone
- Belief that partner will change
- Ambivalence and fear over making formidable life changes

The Stockholm or "Hostage" Syndrome

Many women feel locked into a "hostage" syndrome and thus continue to remain in an abusive relationship. The victim of domestic violence:

- And the abuser are bidirectionally bonded
- Is intensely grateful for small kindnesses shown by the abuser
- Denies the abuser's violence against them, or rationalizes that violence
- Denies their own anger at the abuser
- Is hyper-vigilant to the abuser's needs and seeks to keep the abuser happy. To do this, the survivor tries to "get inside the abuser's head"
- Sees the world from the abuser's perspective, they may not have their own perspective
- Sees outside authorities trying to win their release (for example, police, parents) as "bad guys" and the abuser as the "good guy." They see the abuser as the protector
- Finds it difficult to leave the abuser even after their release
- Fears the abuser will come back to get them even after the abuser is dead or in prison
- Shows symptoms of Post-Traumatic Stress Disorder (PTSD)
- Has a recurrent emotional reaction to a terrifying, uncontrollable, or life-threatening event
- Develops symptoms such as nightmares, overwhelming feelings of fear and anxiety, difficulty concentration, and increased stress in relationships after a person's sense of safety and security are violated

Amarillo College Police Department Response/Reporting

The Amarillo College Police Department will immediately respond to any reported domestic violence incident on campus or college owned property.

Listed below is the procedural outline for reporting incidents of domestic violence. This includes incidents in progress and incidents that have previously occurred.

If you are a victim, as soon as you can

- Get to a safe place
- On campus, call 806-371-5163 or 806-371-5911
- Off campus, call 911
- If injured, call 911

In Progress – Response

- Officers will stop the incident and take the appropriate action
- Our first priority will be to ensure your safety
- Our second priority will be to render medical aid, if needed
- Our third priority will be to "listen" to you

- If it is easier for you to speak with an officer of the same sex, we will accommodate you, if practical at the time of the incident
- Reporting Officers will ensure each participant is given a domestic violence information packet
- A thorough preliminary investigation will be conducted and an incident report will be completed
- The incident will be reviewed and a follow up investigation will be conducted by the department's criminal investigator
- The criminal investigator will keep you informed of the status of your case during the investigative process
- The Office of the Vice President of Student Affairs and the Title IX Coordinator will be notified of the incident as soon as possible
- The Campus Safety and Education Officer will meet with you and go over additional safety options such as, safety escorts, protective orders, restraining orders, referral agencies, and any instructions directed by Amarillo College
- In addition, you have the right to report a domestic violence incident to the school, have the incident investigated separately by the school, and have your complaint resolved promptly and equitably

Reporting Incidents

- Our first priority will be to "listen" to you
- If you are uncomfortable speaking with a police officer, you have the option to speak with a CSA of your choice. We will assist you in making contact with a CSA
- If it is easier for you to speak with an officer, CSA, or advocate of the same sex, we will accommodate you
- Reporting Officer will ensure the victim is given a domestic violence information packet
- The incident will be reviewed and a follow up investigation will be conducted by the department's criminal investigator
- The criminal investigator will keep you informed of the status of your case during the investigative process
- The Office of the Vice President of Student Affairs and the Title IX Coordinator will be notified of the incident as soon as possible
- The Campus Safety and Education Officer will meet with you and go over additional safety options such as, safety escorts, protective orders, restraining orders, referral agencies, and any instructions directed by Amarillo College
- In addition, you have the right to report a domestic violence incident to the school, have the incident investigated separately by the school, and have your complaint resolved promptly and equitably

Domestic Violence Risk Reductions

- Watch for personality changes, such as more aggressive, violent, moody or accusing behavior
- Develop a plan of action and instruct your children about the plan, be prepared and include;
 - Have a plan to leave
 - Have a plan to be safer in your own home
 - Know how to obtain a Protective Order
 - Ensure your safety on the job and in public, tell someone
 - Plan for financial needs
 - Have emergency phone numbers
 - Locate a safe house such as, the home of a trusted friend, trusted neighbor, or family member
 - Begin counseling sessions
- Bring a copy of any protective orders for Amarillo College Police Department to have on file to expedite violations



Alcohol and Drug Use

Amarillo College is concerned about health and safety. Abuse of alcohol and controlled substances can seriously impair health and the ability to work and study. It can pose a threat to the safety and wellbeing of others. The college promotes an environment that rejects substance abuse as an acceptable lifestyle, informs about resources for preventing or treating substance abuse, and helps people to make healthy decisions about alcohol and other drugs.

Enforcement

The possession, sale or the furnishing of alcohol on any campus of Amarillo College is governed by Texas State Law. Laws regarding the possession, sale, consumption or furnishing of alcohol is controlled by the Texas Alcohol Beverage Commission. However, the enforcement of alcohol laws on-campus is the primary responsibility of the Amarillo College Police Department. All campuses of Amarillo College are designated as "Drug/Alcohol Free" and only under certain circumstances is the consumption of alcohol permitted. The possession, sale, manufacture or distribution of any controlled substance is illegal under both federal and state laws. Violators are subject to college disciplinary action, criminal prosecution, fine and/or imprisonment. It is unlawful to sell, furnish or provide alcohol to a person under the age of 21. The possession of alcohol by anyone under 21 years of age in public place or a place open to the public is illegal. It is also a violation of Amarillo College policy for anyone to consume or possess alcohol in any public or private area of any Amarillo College campus without prior College approval. Organizations or groups violating alcohol/substance policies or laws may be subject to sanctions by Amarillo College.

How Drug Use Affects Your Health

Adverse health effects can range from nausea and anxiety to coma and death. These are risks associated with chronic use of all psychoactive drugs, including alcohol. A pregnant woman who uses alcohol, cigarettes, or other drugs exposes her fetus to serious risks, including miscarriage, low birth weight, and brain damage. Substance abuse may involve controlled substances, illegal drugs, and alcohol—all of which pose a health risk. When drugs are used in combination with each other, their negative effects on the mind and body are often multiplied beyond the effects of the same drugs taken on their own.

Alcohol

Alcohol is the drug most frequently abused on college campuses and in our society. Even small amounts of alcohol significantly impair the judgment and coordination required to drive a car, increasing the chances of having an accident.

Consumption of alcohol may be a factor in the incidence of aggressive crimes, including rape and domestic violence. Moderate to large amounts of alcohol severely impair your ability to learn and remember information. Because alcohol is a depressant, very large amounts can cause respiratory and cardiac failure, resulting in death.

Marijuana

Marijuana impairs short-term memory and comprehension. It can cause confusion, anxiety, lung damage, and abnormalities of the hormonal and reproductive system. Hours after the feeling of getting high fade the effects of the drug on coordination and judgment remain, heightening the risk of driving or performing other complex tasks. Cannabis, a fat-soluble substance, may remain in the body for weeks, and an overdose can cause paranoia, panic attacks, or psychiatric problems.

Club Drugs

Club drugs refer to a wide variety of drugs including MDMA (Ecstasy), GHB, rohypnol, ketamine, methamphetamine, and LSD, and are often used at raves, dances, and bars. No club drug is safe due to variations in purity, potency, and concentration, and they cause serious health problems or death. They have even more serious consequences when mixed with alcohol.

Depressants

Depressants are barbiturates, Valium and other benzodiazepines, Quaaludes, and other depressants cause disorientation, slurred speech, and other behaviors associated with drunkenness. The effects of an overdose of depressants range from shallow breathing, clammy skin, dilated pupils, and weak and rapid pulse to coma and death.

Hallucinogens

Hallucinogens such as LSD, MDA, PCP (angel dust), Mescaline, and peyote can cause powerful distortions in perception and thinking. Intense and unpredictable emotional reactions can trigger panic attacks or psychotic reaction. An overdose of hallucinogens can cause heart failure, lung failure, coma, and death.

Narcotics

Narcotics like heroin, codeine, morphine, methadone, and opium cause such negative effect as anxiety, mood swings, nausea, confusion, constipation and respiratory depression. Overdose may lead to convulsions, coma, and death. The risk of being infected with HIV/AIDS or other diseases increase significantly if you inject drugs and share needles, and there is a high likelihood of developing a physical and psychological dependence on these drugs.

Stimulants

Stimulants like cocaine, amphetamines, and others- can cause agitation, loss of appetite, irregular heartbeat, chronic sleeplessness, and hallucinations. Cocaine and crack cocaine are extremely dangerous and psychologically and physically addictive. An overdose can result in seizures and death.

Tobacco

Tobacco, with its active ingredient nicotine, increases heart rate and raises blood pressure. The tar in cigarette smoke is a major cause of cancer and other respiratory problems. Carbon monoxide in cigarette smoke can promote arteriosclerosis, and long-term effects of smoking include emphysema, chronic bronchitis, heart disease, and lung cancer.

Student Assistance Program

Students wanting confidential assistance from Amarillo College in dealing with a perceived alcohol or chemical substance abuse problems may self-refer for that assistance by making an appointment with the Director of Advising located in the Student Service Center, or by calling 371-5456.

- Faculty, staff, or other students may wish to counsel a student to seek assistance through a voluntary referral to the Director of Advising and Counseling if a perceived problem with alcohol or substance abuse exists.
- Students who counsel with the Director of Advising may have the opportunity to schedule a screening session with a mental health professional contracted with the College through the Student Assistance Program. The cost of the initial screening session is borne by the College.
- No record regarding the contact with the Director of Advising, the referral to an outside agency or actions taken as an outcome of that referral will be entered as part of the student's permanent record.
- A student who is disruptive of the academic process, or ordinary functions of the college, and/or who is verbally or physically abusive to students, faculty, or staff, and who exhibits symptoms which suggest the possibility of alcohol or drug-related causes of this behavior, may receive a referral to the Director of Advising.
- The Director of Advising will meet with the student, and if in the opinion of the Director of Advising should circumstances so indicate, discuss with the student the possibilities for self-referral to seek assistance for any problem of alcohol or drug abuse which may exist. The student will choose whether to seek this assistance

which shall be on the same basis as a "Voluntary referral" described above.

- Should the student choose to seek assistance, the College may consider this action as a mitigating circumstance in the deliberations regarding the student's status at the institution due to the alleged violation of the Code of Conduct. The student will complete a self-referral form during the session with the release of the recommendations of the mental health professional conducting the screening to Amarillo College if the student wishes to make such recommendations available to Amarillo College. Amarillo College will pay for the initial screening session.
- Amarillo College may proceed simultaneously with disciplinary action and the Student Assistance Program Referral if the student has violated the Amarillo College Student Code of Conduct as published, which specifically prohibits the possession or use of drugs or alcohol.
- In addition to the Employee and Student Assistance Programs, there are other resources available to anyone who needs assistance in dealing with a substance abuse problem. The resources include counseling, treatment, and rehabilitation opportunities. Students or employees who have alcohol or substance abuse problem are encouraged to seek immediate assistance.

[http://www.actx.edu/admission/files/filecabinet/folder2/Substance Abuse Prevention Program 1.pdf](http://www.actx.edu/admission/files/filecabinet/folder2/Substance%20Abuse%20Prevention%20Program%201.pdf).

DEFINITIONS

Acquaintance/Date Rape	Any non-consensual sexual activity with someone the victim knows.
Active Case	Those cases currently being investigated by a law enforcement agency that is still pending investigation or awaiting a court disposition.
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 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 which could or probably would result in a serious potential injury if the crime were successfully completed.
Alcohol	Alcohol is the drug most frequently abused on college campuses and in our society. Even small amounts of alcohol significantly impair the judgment and coordination required to drive a car, increasing the chances of having an accident. Consumption of alcohol may be a factor in the incidence of aggressive crime, including rape and domestic violence. Moderate to large amounts of alcohol severely impair your ability to learn and remember information. Because alcohol is a depressant, very large amounts can cause respiratory and cardiac failure, resulting in death.
Arson	The willful or malicious burning or attempt to burn, with or without intent to defraud, a dwelling house, public building, motor vehicle or aircraft, or personal property of another kind.
Awareness Programs	Programs designed to communicate the prevalence of intimate partner violence including the nature and number of cases reported at each institution in the preceding three calendar years.
Bullying	Systematically and chronically inflicting physical hurt or psychological distress on one or more students or employees. It is further defined as: unwanted purposeful written, verbal, nonverbal, or physical behavior, including but not limited to any threatening, insulting, or dehumanizing gesture, hostile, or offensive educational environment or cause long term damage; cause discomfort or humiliation; or unreasonably interfere with the individual's college performance or participation, is carried out repeatedly and is often characterized by an imbalance of power. Bullying may involve, but not limited to: Unwanted teasing, threatening, intimidating, stalking, cyber stalking, cyber bullying, physical violence, theft, sexual, religious, or racial harassment, public humiliation.
Burglary	The unlawful entry of a structure to commit a felony or a theft. For reporting purposes this definition includes: Unlawful entry with intent to commit a larceny or a felony; breaking and entering with intent to commit a larceny; housebreaking; safecracking; and all attempts to commit any of the aforementioned.
Bystander Intervention	is a philosophy and strategy for prevention of various types of violence, including bullying, sexual harassment, sexual assault, and intimate partner violence.

Cleared by Arrest (CBA) Case

An offense is considered cleared when at least one person involved in the commission of the offense has been (1) arrested, (2) charged, and (3) turned over to the court for prosecution

Cleared by Exceptional Means

A clearance in which some element beyond law enforcement control prevents filing of formal charges against the offender. Agencies can clear an offense exceptionally if they can answer all of the following in the affirmative. (1) Has the investigation definitely established the identity of the offender? (2) Is there enough information to support an arrest, charge, and turning over to the court for prosecution? (3) Is the exact location of the offender known so that the subject could be taken into custody now? (4) Is there some reason outside law enforcement control that precludes arresting, charging, and prosecuting the offender (for example, suicide, deathbed confession, double murder, etc.)

Club Drugs

Club drugs refer to a wide variety of drugs including MDMA (Ecstasy,) GHB, rohypnol, ketamine, methamphetamine, and LSD, and are often used at raves, dances, and bars. No club drug is safe due to variations in purity, potency, and concentration, and they cause serious health problems or death. They have even more serious consequences when mixed with alcohol.

Consent (in sexual relationships)

Dating Violence

The term “dating violence” means violence committed by a person – (A) who is or has been in a social relationship of a romantic or intimate nature with the victim; and (B) where the existence of such a relationship shall be determined based on the following factors: 1. The length of the relationship. 2. The type of relationship. 3. The frequency of interaction between the persons involved in the relationship.

Depressants

Depressants are barbiturates, Valium and other benzodiazepines, Quaaludes, and other depressants cause disorientation, slurred speech, and other behaviors associated with drunkenness. The effects of an overdose of depressants range from shallow breathing, clammy skin, dilated pupils, and weak and rapid pulse to coma and death.

Domestic Violence

The term “domestic violence” includes felony or misdemeanor crimes of violence committed by a current or former spouse or intimate partner of the victim, by a person who is cohabitating with or has cohabitated with the victim as a spouse, by a person similarly situated to a spouse of the victim under the domestic or family violence laws of the jurisdiction receiving grant monies, or by any person against an adult or youth victim who is protected from that person’s acts under the family violence laws of the jurisdiction.

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 (barbiturates, Benzedrine.)

Economic Abuse

Is defined as making or attempting to make an individual financially dependent by maintaining total control over financial resources, withholding one’s access to money, or forbidding one’s attendance at school or employment.

Emotional Abuse

Undermining an individual’s sense of self-worth and/or self-esteem is abusive. This may include, but is not limited to constant criticism, diminishing

	one's abilities, name-calling, or damaging one's relationship with his or her children.
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 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.
Forcible Rape	The carnal knowledge of a person, forcibly and/or against the 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.)
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.
GHB (Gamma-Hydroxybuterate)	GHB (also known as "Liquid X," "salt water," or "scoop") causes quick sedation. Its effects are drowsiness, nausea, vomiting, headaches, dizziness, coma, and death. It's most common form is clear liquid although it can also be a white, grainy powder.
Hallucinogens	Hallucinogens such as LSD, MDA, PCP (angel dust,) Mescaline, and peyote can cause powerful distortions in perception and thinking. Intense and unpredictable emotional reactions can trigger panic attacks or psychotic reaction. An overdose of hallucinogens can cause heart failure, lung failure, coma, and death.
Inactive Case	All leads in an active case have been exhausted and have been placed in an inactive case until new information is found.
Incest	Non-forcible sexual intercourse between two persons who are related to each other within the degrees wherein marriage is prohibited by law.
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.
Larceny	The unlawful taking, carrying, leading, or riding away of property from the possession or constructive possession of another.
Liquor Law Violations	The violation of laws or ordinance prohibiting: The manufacturer, sale, transporting, furnishing, possessing of intoxicating liquor; maintaining unlawful drinking places; bootlegging; operating a still; furnishing liquor to minor or intemperate person; using a vehicle for illegal transportation of liquor; drinking on a train or public conveyance; all attempts to commit any of the aforementioned. (Drunkenness and driving under the influence are not included in this definition.)
Marijuana	Marijuana impairs short-term memory and comprehension. It can cause confusion, anxiety, lung damage, and abnormalities of the hormonal and reproductive system. Hours after the feeling of getting high fade the effects of the drug on coordination and judgment remain, heightening the risk of

driving or performing other complex tasks. Cannabis, a fat-soluble substance, may remain in the body for weeks, and an overdose can cause paranoia, panic attacks, or psychiatric problems.

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 “joy riding.”

Murder/Non-Negligent Manslaughter

The willful (non-negligent) killing of one human being by another. NOTE: Deaths caused by negligence, attempts to kill, assaults to kill, suicides, accidental deaths, and justifiable homicides are excluded.

Narcotics

Narcotics like heroin, codeine, morphine, methadone, and opium causes such negative effect as anxiety, mood swings, nausea, confusion, constipation and respiratory depression. Overdose may lead to convulsions, coma, and death. The risk of being infected with HIV/AIDS or other diseases increase significantly if you inject drugs and share needles, and there is a high likelihood of developing a physical and psychological dependence on these drugs.

Negligent Manslaughter

The killing of another person through gross negligence.

Ongoing Prevention & Awareness Campaigns

refers to campaigns that are sustained over time focusing on increasing awareness or understanding of topics relevant to SA, DV, and stalking prevention. These programs will occur at different levels throughout the institution and will utilize a range of strategies that may include information about what constitutes sexual assault, dating violence/intimate partner abuse, and stalking, changing social norms, promoting recognition of perpetrator tactics, enhancing understanding of consent, and advancing prosocial behaviors of individuals and community

Physical Abuse

Hitting, slapping, shoving, grabbing, pinching, biting, hair pulling, etc. are types of physical abuse. This type of abuse also includes denying a partner medical care of forcing alcohol and/or drug use upon him or her.

Primary Prevention Programs

refers to programming initiatives and strategies intended to stop domestic violence, dating violence, sexual assault, or stalking before it occurs to prevent initial perpetration or victimization through the promotion of positive and healthy behaviors and beliefs. Efforts to change behavior and social norms, and promote healthy relationships, healthy sexuality and egalitarian gender roles, or efforts to understand risk factors and protective factors for bystander inaction and change social norms around bystander inaction are all examples.

Psychological Abuse

Elements of psychological abuse include – but are not limited to – causing fear by intimidation; threatening physical harm to self, partner, children, or partner’s family or friends; destruction of pets and property; and forcing isolation from family, friends, or school and/or work.

Rape (Except Statutory Rape)

The carnal knowledge of a person, without the consent of the victim, including instances where the victim is incapable of giving consent because of his/her age or because of his/her temporary or permanent mental or physical incapacity

Risk Reduction	refers to approaches that seek to mitigate risk factors that may increase the likelihood of perpetration, victimization, or bystander inaction. Risk reduction focuses on helping individuals and communities address the institutional structures or cultural conditions that facilitate SV, DV, & stalking to increase safety.
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.
Rohypnol	Referred to as “roofies,” “roopies,” “circles,” and the “forget pills,” rohypnol works like a tranquilizer. It causes muscle weakness, fatigue, and slurred speech, loss of motor coordination and judgment, and amnesia that last up to 24 hours. It looks like an aspirin – small, white, round.
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.
Sex Offenses – Non-forcible	Unlawful, non-forcible sexual intercourse
Sexual Abuse	Coercing or attempting to coerce any sexual contact or behavior without consent. Sexual abuse includes, but is certainly not limited to, marital rape, attacks on sexual parts of the body, forcing sex after physical violence has occurred, or treating one in a sexually demeaning manner.
Sexual Assault with an Object	To use an object or instrument to unlawfully penetrate, however slightly, the genital or anal opening of the body of another person, without the consent of the victim, including instances where the victim is incapable of giving consent because of his/her age or because of his/her temporary or permanent mental or physical incapacity
Sexual Harassment	Sexual harassment, though a form of discrimination, is unwelcome verbal or physical conduct that denigrates or shows hostility or aversion toward an employee, student, or group of employees or students because of gender and that: Has the purpose or effect of creating an intimidating, hostile, or offensive working or academic environment; or Has the purpose or effect of unreasonably interfering with an individual’s performance of duties or studies; or Otherwise adversely affects an individual’s employment or academic opportunities.
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.
Sodomy	Oral or anal sexual intercourse with another person, without the consent of the victim, including instances where the victim is incapable of giving consent because of his/her age or because of his/her temporary or permanent mental or physical incapacity
Stalking	A course of conduct directed at a specific person that would cause a reasonable person to fear for her, his, or the safety of others, or to suffer substantial emotional distress. Anti-Stalking Law – Texas Anti-Stalking Law (Penal Code 42.072) this law forbids the following actions by the stalker or other(s) who act on his/her behalf. 1. On more than one occasion, following,

placing a person under surveillance, making threats that cause the victim to fear immediate or future injury, death, or damage to his/her property. 2. Threats and/or actions can be conveyed either directly to the victim or through family or household members.

Stimulants

Stimulants like cocaine, amphetamines, and others – can cause agitation, loss of appetite, irregular heartbeat, chronic sleeplessness, and hallucinations. Cocaine and crack cocaine are extremely dangerous and psychologically and physically addictive. An overdose can result in seizures and death.

Stranger Rape

Rape by someone unknown to the victim.

Tobacco

Tobacco, with its active ingredient nicotine, increases heart rate and raises blood pressure. The tar in cigarette smoke is a major cause of cancer and other respiratory problems. Carbon monoxide in cigarette smoke can promote arteriosclerosis, and long-term effects of smoking include emphysema, chronic bronchitis, heart disease, and lung cancer.

Unfounded Case

If a reported crime is investigated by law enforcement authorities and found to be false or baseless, the crime is "unfounded". Only sworn or commissioned law enforcement personnel may unfound a crime.

Vandalism

To willfully or maliciously destroy, injure, disfigure, or deface any public or private property, real or personal, without the consent of the owner or person having custody or control or control by cutting, tearing, braking, marking, painting, drawing, covering with filth, or any other such means as may be specified by law.

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; all attempts to commit any of the aforementioned.

Clery Crime Statistics

All crime statistics are current through 2014.

Washington Street Campus	On Campus			On Campus Student Housing Facilities			Non Campus			Public Property		
Criminal Offense	2013	2014	2015	2013	2014	2015	2013	2014	2015	2013	2014	2015
a. Murder/Non-negligent manslaughter	0	0	0	0	0	0	0	0	0	0	0	0
b. Negligent Manslaughter	0	0	0	0	0	0	0	0	0	0	0	0
c. Sex Offenses - Forcible	0	0	0	0	0	0	0	0	0	0	0	0
d. Sex Offenses - Non-forcible	0	0	0	0	0	0	0	0	0	0	0	0
e. Robbery	0	1	0	0	0	0	0	0	0	0	0	0
f. Aggravated Assault	0	0	0	0	0	0	0	0	0	0	0	0
g. Burglary	0	0	0	0	0	0	0	0	0	0	0	0
h. Motor Vehicle Theft	0	0	0	0	0	0	0	0	0	0	0	0
i. Arson	0	0	0	0	0	0	0	0	0	0	0	0
j. Dating Violence	0	0	0	0	0	0	0	0	0	0	0	0
k. Domestic Violence	0	0	0	0	0	0	0	0	0	0	0	0
l. Stalking	0	1	0	0	0	0	0	0	0	0	0	0

West Campus	On Campus			On Campus Student Housing Facilities			Non Campus			Public Property		
Criminal Offense	2013	2014	2015	2013	2014	2015	2013	2014	2015	2013	2014	2015
a. Murder/Non-negligent manslaughter	0	0	0	0	0	0	0	0	0	0	0	0
b. Negligent Manslaughter	0	0	0	0	0	0	0	0	0	0	0	0
c. Sex Offenses - Forcible	0	0	0	0	0	0	0	0	0	0	0	0
d. Sex Offenses - Non-forcible	0	0	0	0	0	0	0	0	0	0	0	0
e. Robbery	0	0	0	0	0	0	0	0	0	0	0	0
f. Aggravated Assault	0	0	0	0	0	0	0	0	0	0	0	0
g. Burglary	0	0	0	0	0	0	0	0	0	0	0	0
h. Motor Vehicle Theft	0	0	0	0	0	0	0	0	0	0	0	0
i. Arson	0	0	0	0	0	0	0	0	0	0	0	0
j. Dating Violence	0	0	0	0	0	0	0	0	0	0	0	0
k. Domestic Violence	0	0	0	0	0	0	0	0	0	0	0	0
l. Stalking	0	0	0	0	0	0	0	0	0	0	0	0

East Campus	On Campus			On Campus Student Housing Facilities			Non Campus			Public Property		
Criminal Offense	2013	2014	2015	2013	2014	2015	2013	2014	2015	2013	2014	2015
a. Murder/Non-negligent manslaughter	0	0	0	0	0	0	0	0	0	0	0	0
b. Negligent Manslaughter	0	0	0	0	0	0	0	0	0	0	0	0
c. Sex Offenses - Forcible	0	0	0	0	0	0	0	0	0	0	0	0
d. Sex Offenses - Non-forcible	0	0	0	0	0	0	0	0	0	0	0	0
e. Robbery	0	0	0	0	0	0	0	0	0	0	0	0
f. Aggravated Assault	0	0	0	0	0	0	0	0	0	0	0	0
g. Burglary	0	0	0	0	0	0	0	0	0	0	0	0
h. Motor Vehicle Theft	0	0	0	0	0	0	0	0	0	0	0	0
i. Arson	0	0	0	0	0	0	0	0	0	0	0	0
j. Dating Violence	0	0	0	0	0	0	0	0	0	0	0	0
k. Domestic Violence	0	1	0	0	0	0	0	0	0	0	0	0
l. Stalking	0	0	0	0	0	0	0	0	0	0	0	0

Downtown Campus	On Campus			On Campus Student Housing Facilities			Non Campus			Public Property		
Criminal Offense	2013	2014	2015	2013	2014	2015	2013	2014	2015	2013	2014	2015
a. Murder/Non-negligent manslaughter	0	0	0	0	0	0	0	0	0	0	0	0
b. Negligent Manslaughter	0	0	0	0	0	0	0	0	0	0	0	0
c. Sex Offenses - Forcible	0	0	0	0	0	0	0	0	0	0	0	0
d. Sex Offenses - Non-forcible	0	0	0	0	0	0	0	0	0	0	0	0
e. Robbery	0	0	0	0	0	0	0	0	0	0	0	0
f. Aggravated Assault	0	0	0	0	0	0	0	0	0	0	0	0
g. Burglary	0	0	0	0	0	0	0	0	0	0	0	0
h. Motor Vehicle Theft	0	0	0	0	0	0	0	0	0	0	0	0
i. Arson	0	0	0	0	0	0	0	0	0	0	0	0
j. Dating Violence	0	0	0	0	0	0	0	0	0	0	0	0
k. Domestic Violence	0	0	0	0	0	0	0	0	0	0	0	0
l. Stalking	0	0	0	0	0	0	0	0	0	0	0	0

Community Link Campus	On Campus			On Campus Student Housing Facilities			Non Campus			Public Property		
Criminal Offense	2013	2014	2015	2013	2014	2015	2013	2014	2015	2013	2014	2015
a. Murder/Non-negligent manslaughter	0	0	0	0	0	0	0	0	0	0	0	0
b. Negligent Manslaughter	0	0	0	0	0	0	0	0	0	0	0	0
c. Sex Offenses - Forcible	0	0	0	0	0	0	0	0	0	0	0	0
d. Sex Offenses - Non-forcible	0	0	0	0	0	0	0	0	0	0	0	0
e. Robbery	0	0	0	0	0	0	0	0	0	0	0	0
f. Aggravated Assault	0	0	0	0	0	0	0	0	0	0	0	0
g. Burglary	0	0	0	0	0	0	0	0	0	0	0	0
h. Motor Vehicle Theft	0	0	0	0	0	0	0	0	0	0	0	0
i. Arson	0	0	0	0	0	0	0	0	0	0	0	0
j. Dating Violence	0	0	0	0	0	0	0	0	0	0	0	0
k. Domestic Violence	0	0	0	0	0	0	0	0	0	0	0	0
l. Stalking	0	0	0	0	0	0	0	0	0	0	0	0

Moore County Campus	On Campus			On Campus Student Housing Facilities			Non Campus			Public Property		
Criminal Offense	2013	2014	2015	2013	2014	2015	2013	2014	2015	2013	2014	2015
a. Murder/Non-negligent manslaughter	0	0	0	0	0	0	0	0	0	0	0	0
b. Negligent Manslaughter	0	0	0	0	0	0	0	0	0	0	0	0
c. Sex Offenses - Forcible	0	0	0	0	0	0	0	0	0	0	0	0
d. Sex Offenses - Non-forcible	0	0	0	0	0	0	0	0	0	0	0	0
e. Robbery	0	0	0	0	0	0	0	0	0	0	0	0
f. Aggravated Assault	0	0	0	0	0	0	0	0	0	0	0	0
g. Burglary	0	0	0	0	0	0	0	0	0	0	0	0
h. Motor Vehicle Theft	0	0	0	0	0	0	0	0	0	0	0	0
i. Arson	0	0	0	0	0	0	0	0	0	0	0	0
j. Dating Violence	0	0	0	0	0	0	0	0	0	0	0	0
k. Domestic Violence	0	0	0	0	0	0	0	0	0	0	0	0
l. Stalking	0	0	0	0	0	0	0	0	0	0	0	0

Everett and Mabel McDougal Hinkson Memorial Campus	On Campus			On Campus Student Housing Facilities			Non Campus			Public Property		
	2013	2014	2015	2013	2014	2015	2013	2014	2015	2013	2014	2015
Criminal Offense												
a. Murder/Non-negligent manslaughter	0	0	0	0	0	0	0	0	0	0	0	0
b. Negligent Manslaughter	0	0	0	0	0	0	0	0	0	0	0	0
c. Sex Offenses - Forcible	0	0	0	0	0	0	0	0	0	0	0	0
d. Sex Offenses - Non-forcible	0	0	0	0	0	0	0	0	0	0	0	0
e. Robbery	0	0	0	0	0	0	0	0	0	0	0	0
f. Aggravated Assault	0	0	0	0	0	0	0	0	0	0	0	0
g. Burglary	0	0	0	0	0	0	0	0	0	0	0	0
h. Motor Vehicle Theft	0	0	0	0	0	0	0	0	0	0	0	0
i. Arson	0	0	0	0	0	0	0	0	0	0	0	0
j. Dating Violence	0	0	0	0	0	0	0	0	0	0	0	0
k. Domestic Violence	0	0	0	0	0	0	0	0	0	0	0	0
l. Stalking	0	0	0	0	0	0	0	0	0	0	0	0

P.O. Box 447 Amarillo Texas 79178 806.371.5000 An Equal Opportunity Community College 2010 Amarillo College, Amarillo College AC
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Referral Phone Numbers

Amarillo College Police

Department

2201 S. Washington
Amarillo, Texas 79109
806-371-5163

Director of Administrative Services/Human Resources

Lynn Thornton
806-371-5044

Vice President of Student Affairs

Robert Austin
806-371-5024

Amarillo Police Department

200 S.E. Third
Amarillo, Texas 79101
806-378-9452
After 5 and Weekends
806-378-3038

Potter County Sheriff's Office

608 S. Pierce
Amarillo, Texas 79101
806-379-2900

Potter County District Attorney

501 S. Fillmore, Suite 1A
Amarillo, Texas 79101
806-379-2325

Potter County Attorney

500 S. Fillmore, Room 303
Amarillo, Texas 79101
806-379-2255

Randall County Criminal District Attorney's Office

501 16th Avenue
Canyon, Texas 79015
806-468-5570

Office of the Attorney General

Crime Victim Services
1-800-983-9933

The Bridge, Children's Advocacy Center

806-372-2873

Department of Protective & Regulative Services (Adult & Children)

806-358-6211
1-800-252-5400

Dispute Resolution Center

806-372-3381

West Texas Family & Community Services

806-379-8529

Suicide & Crises Center (Reach)

806-359-6699
Outlying Areas
1-800-692-4039

Women's Legal Hotline

1-800-777-3247

Legal Aid NW Texas

806-373-6808
Outlying Areas
1-800-955-6808

AIDS & HIV information, testing, & counseling
(All services are FREE & ANONYMOUS)

AWARE Program
806-376-4071
PASO

Texas Vine

1-877-894-8463

Panhandle Community Service

806-372-2531

Rape Crisis/Domestic Violence:

A Program of Family Support Services. Battering

Intervention/Prevention

Program Services

806-342-2500

Crisis-Domestic Violence

Shelter

806-374-5433

Outlying Areas

1-800-749-9026

Amarillo Council on Alcoholism

806-374-6688

Drug Abuse

1-800-566-6688

For information about other programs, contact the Tyler

Street Resource Center

806-373-2662

Victim Assistance Program

Amarillo Police Department

Susy Valencia 806-378-6107

Potter County Attorney

Angel Moreland 806-379-2255

Potter County D.A.

Brenda Loveday 806-379-2325

Randall County

Gil Farren 806-468-5570

Potter County and Armstrong Sheriff's Dept.

Jan Duke 806-379-2325