



Campus Security & Fire Safety Report

2018-2019

Prepared by the **Campus Safety Task Force**

Dr. Larry Guerrero (Executive Vice President)

Dr. Jenelle Job (Title IX Coordinator)

Brian Arnold (University Counselor)

Victor Hawkins (Director of Security)

Cory Hitchcock (Director of Housing)

Shelbie Faught (Director of Student Life)

University of the Southwest

6610 N. Lovington Highway
Hobbs, NM 88240
www.usw.edu
800-530-4400



CAMPUS MAP KEY

- 1. PRAIRIE DOG CROSSING
- 2. MAIN PARKING LOT
- 3. RESIDENCE HALLS
- 4. SCARBOROUGH MEMORIAL LIBRARY
CAREER SERVICES (CASTLE)
 - Campus Ministry
 - Computer Lab
 - Study Hall
- 5. FADKE ARTS & SCIENCE BUILDING
SCHOOL OF ARTS & SCIENCES
 - Classrooms
 - Faculty Offices
 - Science Labs
- 6. JAKE WILLIAMS BASEBALL FIELD

7. JOAN TUCKER CENTER FOR BUSINESS & FREE ENTERPRISE EDUCATION SCHOOL OF BUSINESS

- Business Advising
- Computer Lab
- Faculty Offices

8. MABEE PHYSICAL FITNESS CENTER

- Intramural Activities

9. BILL DANIELS CAMPUS CENTER

CAMPUS POST OFFICE

- Campus Meeting Room
- Dining Services
- Game Room
- Student Lounge
- Student Life Office

10. MABEE SOUTHWEST HERITAGE CENTER CHAPEL / THEATER

11. MABEE CENTER FOR TEACHING & LEARNING SCHOOL OF EDUCATION

- Computer Lab
- Information Technology (IT)
- Parking Permit
- Student ID
- Office of Special Services

12. BOB MORAN SOCCER FIELD

13. J.L. BURKE ADMINISTRATION BUILDING

- Office of the President
- Office of the Provost/Academic Affairs
- Office of Enrollment Management
 - Admissions
 - Financial Aid
 - Registrar
 - Registration
- Student Billing Services
- Human Resources
- Payroll

14. MADDOX STUDENT LIFE CENTER

- Athletic Training
- Classroom
- Gymnasium
- Prayer Room
- Safety & Security
- Weight Room

15. CAMPUS APARTMENTS

- 16. THELMA LINAM WEBBER BUILDING
 - Athletic Offices
 - Development & Alumni Services

Figure 1. University of the Southwest Campus Map

USW at a Glance

Mission	University of the Southwest (USW) is a Christ-centered educational community dedicated to developing men and women for a lifetime of servant leadership by emphasizing faith, responsibility, and initiative.
Location	USW is located at 6610 Lovington Hwy in Hobbs, New Mexico .
Accreditation	USW is an accredited member of the North Central Association of Colleges and Schools (NCACS). The NCACS's accrediting process for institutions of higher education is fulfilled by the Higher Learning Commission . Accreditation was first granted in 1980 and remains active.
Degree Programs	Undergraduate: 53 majors; Graduate: DBA (1 specialization), MBA (10 specializations), MSE (6 specializations), MSc (1 specialization). All graduate programs are fully online.

Table of Contents

Section	Subsection	Page
Campus Security		4
	Emergencies & Non-emergencies	5
	General Policies & Procedures	5
	Crime Statistics	6
	Maintenance & Physical Operations	7
	Motorist Assistance & Parking	8
	Lost & Found	8
Drug & Alcohol Compliance		9
Mental Health Services		15
	Emergency-Suicide/Violence Risk	15
	Non-emergency-Counseling	18
Title IX: Sexual Harassment, Sex & Gender Discrimination, Sexual Violence & Stalking		18
	Title IX Policies & Procedures	19
	Sex Offender Registration & Reporting	29
Special Programs & On-Campus Training		30
	Student & Faculty/Staff Identification	30
	New Student Orientation	30
	Resident Advisor Training	30
	Awareness & Prevention Campaigns	30
	Safety Escorts	31
		31
Fire Safety		31
	Student Housing	31
	Fire Prevention Policies	32
	Statistical Report	33

Campus Security

USW Campus Patrol and Security is devoted to providing the campus community with emergency and non-emergency services in a timely and efficient manner. Members of the security team are proactive in addressing criminal activity and safety concerns. This is accomplished by ethical, well-trained, and dedicated Level III security officers, licensed and certified through the State of New Mexico Authority, who successfully confront criminal activity with powers of arrest and over 14 years of experience in the field of Security and Prevention techniques. The USW Security team is comprised of 4 officers (2 full-time and 2 part-time).

This report serves to describe the basic rules and regulations for campus patrol and security officers. The information presented here is subject to revision by the Director of Security and Campus Safety Administrator. In the event that any revisions are made, all security officers will be notified by delivered, posted, and/or emailed memo.

USW officers are authorized to stop, question, and detain anyone behaving in a suspicious manner, and if appropriate, arrest persons engaged in criminal activity on any campus property and/or surrounding area. The Campus Patrol and Security team maintains regular contact with local, state, and federal law enforcement agencies for the purpose of sharing information concerning known or suspected criminal activity.

USW Campus Patrol and Security has statutory authority to conduct law enforcement activities on its privately-owned property. At any time, security officers have the authority to search vehicles, housing and dorm rooms, school buildings, and personal belongings.

Director of Security: Victor Hawkins

Emergency 9-1-1

Non-Emergency **575.942.5902**

Campus Security Office
Bill Daniels Student Life Center (open 24/7)
6610 N. Lovington Hwy
Hobbs, NM 88240

vhawkins@usw.edu

The USW Security Department (SD) is charged by the university with the responsibility of maintaining conditions necessary for a safe and secure learning environment and strives for a crime-free campus. USW SD is house in the Bill Daniels Student Life Center.

USW has designated a single telephone number to be used for reporting all non-mental health-related emergencies: **575.492.5902**. This telephone number will be answered 24 hours a day, 365 days a year.

For all mental-health related emergencies including suicidal threat and risk of violence, USW security is to contact the Mental Health Team at **575.347.1147**.

If life and death emergency comes about in the manner of fire, injury, suicide completion or active shooter, USW security will call **9-1-1**.

Emergencies

Any criminal act or emergency occurring on or in the vicinity of the USW campus should be reported to the USW SD either by phone or in person **without delay**. Within student housing and other campus buildings, Resident Directors (RD) and Resident Assistants (RA) provide a readily accessible means for direct contact with USW SD during an emergency.

USW SD is the authority on campus for any and all emergencies. Students, faculty, and staff are asked to first call 9-1-1 first then the Director of Security who resides on campus, and is the USW first responder.

Non-Emergencies

The USW SD provides services including the investigation of criminal offenses and traffic collisions occurring on university property and handles official reports related to those incidents. **To report a crime that is in progress or a crime that just occurred, call 575.942.5902.** To report a criminal incident after the fact, in which no one was injured, the suspect has left the area, there does not appear to be any physical evidence, and there are no other circumstances that would necessitate the immediate presence of a police officer, call the USW SD non-emergency number listed above. To report crimes that occur off campus, contact the Hobbs Police Department at 575.397.9265.

General Policies and Procedures

USW SD learns of off-campus crimes from other local agencies when those agencies request assistance or when they routinely pass on information that may be of mutual interest.

Students, faculty, staff, campus guests and others are requested to cooperate fully with USW SD officers. Failure to cooperate, making a false report, or obstructing an investigation may result in sanctions, fines, or other disciplinary actions by the university or, where applicable, criminal prosecution. All incidents reported to USW Campus Patrol and Security are catalogued in a daily crime log available for inspection upon request at the USW SD main office. This information is also updated weekly on the USW website in the blotter section.

USW SD will promptly and thoroughly investigate all reports of any crime or incident including threats of (or actual) violence and of suspicious individuals or activities. If requested, the

identity of the reporting party may be kept anonymous and will be protected to the greatest extent possible.

Anyone determined to be responsible for criminal activity or any other conduct that is in violation of USW policies will be subject to prompt disciplinary action, up to and including suspension or dismissal from the university with the possibility of criminal charges filed with the Hobbs Police Department. Where appropriate, disciplinary action will be imposed by the Dean of Students in accordance with established university policies. When information is necessary to aid in the prevention, detection or investigation of crimes, the USW community will be informed via flyers posted around campus, email, 'The Campus' newspaper and university website.

The university encourages anyone who is the victim of, or witness to, any crime on campus to promptly report the incident to the USW SD. New Mexico state law directs which portions of police reports are released as public record.

USW maintains contact with local and state police agencies to monitor and report any criminal activity at off-campus student functions that are both unofficially and officially recognized by the university.

For the safety of its students, faculty, staff, and guests, University of the Southwest seeks to maintain a closed campus. All University buildings are closed and secured by 10:00 pm with administrative offices locked at 5:00 pm and academic buildings locked at 8:00 pm. For safety reasons, students are not to remain in closed and secured university buildings after hours unless accompanied by a full-time USW employee.

Crime Statistics

Crime statistics for this report are solicited from all law enforcement agencies that have or share law enforcement jurisdiction including the Hobbs Police Department and Lea County Sheriff's Office. The Dean of Students provides disciplinary action statistics concerning alcohol, drug, and weapon violations and local law enforcement agencies provide criminal sanctions where applicable.

Each academic year, an e-mail notification is sent each year to all students, faculty and staff providing the web link to access the **Annual Campus Security and Fire Safety Report**. Prospective students and prospective employees may obtain the report from the USW website at www.usw.edu under the Consumer Information Tab.

Total Crimes reported for:	University of the Southwest						Public Property		
	2015		2016		2017		2015	2016	2017
Offense Type	Res	Total	Res	Total	Res	Total			
Murder/ Manslaughter	0	0	0	0	0	0	0	0	0
Rape	0	0	0	0	1	1	0	0	0
Robbery	0	0	0	0	0	0	0	0	0
Aggravated Assault	0	0	0	0	0	0	0	0	1
Burglary	0	0	0	0	0	3	0	0	0
Arson	0	0	0	0	0	0	0	0	0
Motor Vehicle Theft	0	0	0	0	0	0	0	0	0
Stalking	0	0	0	0	0	0	0	0	0
Dating Violence	1	1	1	2	0	1	0	0	0
Domestic Violence	0	0	0	0	0	0	0	0	0
Hate Crimes	0	1	0	3	0	3	0	0	0
Liquor Law Violations									
Arrest	0	0	0	0	0	0	0	0	0
Referral	13	13	18	18	8	9	0	0	0
Drug Law Violations									
Arrest	0	0	0	0	0	0	0	0	0
Referral	5	5	3	3	4	7	0	0	0
Weapons Law Violations									
Arrest	0	0	0	0	0	0	0	0	1
Referral	0	0	0	0	1	1	0	0	0

Figure 2. 2017-2018 Crime Statistics for the University of the Southwest

*The Clery Act requires that crime statistics for three years (2015, 2016 and 2017) be reported.

Maintenance and Physical Operations

The USW Campus Steward supervises residential living and custodial services, and maintains the buildings, grounds, and utility systems. University employees routinely inspect building door locking mechanisms, windows, and fire alarm systems. Burned out lights, broken doors and

windows, and malfunctioning alarm systems are repaired as quickly as possible. University community members are encouraged to report maintenance problems including lighting to:

David Arnold, *Campus Steward*

Phone: **575-492-2168** (or after normal business hours to **575-441-2680**).

Email: darnold@usw.edu

Motorist Assistance & Parking Regulations

USW Campus Patrol and Security can be contacted at **575.942.5902** for assistance with vehicle problems including:

- Dead Battery Jump-Starts
- Vehicle Unlocks
- Flat Tires
- Out of Gas

A USW SD officer is usually available to respond within a few minutes and help stranded motorists. If not, he/she will contact another faculty or staff member to assist.

In an effort to ensure safe operation of vehicles on campus, the following rules will be enforced:

1. A campus speed limit of 20 mph is enforced at all times. Drivers exceeding 30 mph may be ticketed by a USW Campus Patrol and Security officer.
2. Minor parking violations may be ticketed by a member of the USW SD. For safety reasons, the Director of Security has the authority to have a vehicle towed at the owner's expense such as when vehicles are parked in fire zones or handicapped spaces without proper tags/plates.
3. All vehicles must have visible parking passes issued by USW while parked on campus. Vehicles not displaying these passes may be ticketed.
4. The Director of Security has the power to search any and all vehicles with probable cause while on campus.
5. Reckless driving should be reported to the USW SD at 575.942.5902.

Lost & Found

USW SD is the central repository for all lost and found property. Found property should be delivered to the Student Life Center as soon as possible. To report missing items, call the USW SD non-emergency line at 575.492.5902. Your information will be taken by an officer or dispatcher so you can be contacted in the event your property is located.

Items not claimed by the end of each academic year and that have no identifiable owner will be donated to the Salvation Army or other local organizations that provide to community members in need.

Drug and Alcohol Compliance

University of the Southwest is committed to protecting the safety, health and well-being of all employees and other individuals in our workplace. We recognize that alcohol abuse and illegal drug use pose a significant threat to our goals. We have established a drug-free workplace program that balances our respect for individuals with the need to maintain an alcohol and drug-free environment. University of the southwest encourages employees to voluntarily seek help with drug and alcohol problems.

Mission Statement

The mission of Health, Awareness, Wellness and Prevention programming at USW is to engage in prevention and intervention efforts to increase awareness, impact student decision-making, and positively influence our university community.

Learning Outcomes

By engaging in Health, Awareness, Wellness and Prevention programming students will:

- Increase and apply their knowledge of making healthy life choices (related to alcohol, drugs, sexual health, mental health, etc.).
- Identify on and off campus wellness resources and how to access them.

Alcohol and Other Drug Policies

USW promotes the education of the whole student. The university is concerned about ways in which alcohol and drug use and abuse may affect the primary academic mission of the institution, its overall atmosphere and the personal well-being of the USW community. The University has the duty to exercise the degree of care that a reasonable person would to ensure that private and public events are conducted in accordance with state law.

The primary objectives of USW policies and procedures related to alcoholic and other drugs are: (a) to promote responsible behavior and attitudes among all members of the University community; (b) to educate the university community concerning the use and effects of alcoholic and other drugs in order to promote responsible decision-making; and (c) help individuals experiencing difficulties associated with the use of alcohol and other drugs.

Effects of Alcohol and Other Drugs

There are many well-documented risks and negative effects associated with the use of alcohol and other drugs, affecting not only the individual user, but also his or her family, friends and roommates. Alcohol and other drug abuse is frequently a factor in cases of incidents on campus.

The misuse of alcohol and other drugs, including prescription drugs, inhibits educational development and results in decreased productivity, serious health problems, and a breakdown of family structure. Repeated use of alcohol and drugs can lead to dependence. The abuse of alcohol and other drugs affects all socioeconomic groups, age levels, and the unborn. Other problems associated with alcohol and other drug use/abuse include:

- negative impacts on health
- poor academic or job performance
- relationship difficulties including a tendency toward verbal and physical violence
- financial stress
- injuries or accidents
- violations of the law such as driving under the influence and willfully destroying property

Federal Regulations on a Drug-Free Workplace

The Federal Drug Free Schools and Communities Act Amendments of 1989 require all public and private institutions of higher education to develop, distribute, and publicize a policy outlining the following:

1. Standards of conduct and sanctions
2. Health risks
3. Information on assistance and counseling
4. Educational programs
5. Legal sanctions regarding alcohol and drug use

The intent of the legislation is to address the problem of underage and irresponsible drinking and/or use of illicit drugs on University campuses.

Alcohol, Drugs, and Tobacco Policy

The possession, distribution, and/or use of alcoholic beverages, any controlled substance or illicit drug, or tobacco product is prohibited at USW while a student is enrolled or employee is employed. In accordance with the Drug-Free Workplace Act of 1988 and the Drug-Free School and Communities Act Amendment of 1989, students in possession of, or exhibiting the

effects of alcohol, illegal drugs, and/or tobacco products will be subject to disciplinary action.

In addition to the use of the above products, USW regards the display of paraphernalia representing alcohol, drugs, and/or tobacco as incongruent with the university's policy. Any student who chooses to engage in the use of alcohol, tobacco, or illegal drugs is subject to disciplinary action. This policy applies to a student's conduct both on and off campus during any period of enrollment.

Illegal Drug Policy

Use, possession, sale, or being under the influence of illegal drugs, including but not limited to narcotics, hallucinogens, cocaine, amphetamines, or illegally used prescription drugs, or evidence of drug paraphernalia is strictly prohibited and may result in immediate dismissal from residence halls and/or expulsion from USW.

General provisions regarding the possession and distribution of illegal drugs possession, sale, or use of narcotic, mind-altering, or other illicit drugs, except for one's own prescription by a licensed physician, is prohibited by the university and local ordinances as well as state and federal laws. Possession or use of prescription drugs prescribed to another individual is prohibited by the university. The resale of one's own prescription is also prohibited.

USW will cooperate with all law enforcement agencies in the enforcement of such laws, on campus and off, and will not protect a student from such enforcement. Anyone who violates the Illegal Drug Policy is subject to university and criminal sanctions. Therefore, in addition to the university sanctions listed below, criminal penalties may be imposed for a person convicted of an offense.

USW will assist students who voluntarily submit themselves to university officials for counseling and/or substance abuse treatment and help with the misuse of alcohol or drugs. Under no circumstances will USW permit students to sell or distribute drugs to others. Persons convicted of drug possession under state or federal law may be ineligible for federal student grants and loans.

Synthetic Marijuana Policy

The possession, use, distribution, control of, and/or aroma of synthetic cannabinoids (otherwise known as synthetic marijuana) is also strictly prohibited and may result in immediate dismissal from residence halls and/or expulsion from USW. Moreover, possession, control of, delivery of, distribution of, administration of, or use of synthetic marijuana is illegal in the United States and New Mexico.

Synthetic marijuana is a mixture of herbal and chemical ingredients that mimic the effects of tetrahydrocannabinol (THC)—the active ingredient in marijuana. Side effects of synthetic

marijuana may include increased heart rate, paranoid behavior, agitation and irritability, nausea and vomiting, confusion, drowsiness, headaches, hypertension, electrolyte abnormalities, seizures, loss of consciousness and/or death.

Individuals found responsible for manufacturing, possessing, importing/exporting or distributing these substances will face university, criminal and/or civil sanctions. USW students engaging in these activities will also be held responsible under the university's Illegal Drug Policy.

Consequences for Alcohol and Drug Policy Violations

In accordance with the USW Student Life Values, the university strives to deal with violations to this policy in a restorative and redemptive manner as detailed in the Honor Code Agreement. All students residing in the resident halls are required to sign and a drug and alcohol agreement.

The use of alcohol by a USW student is a Level 3 violation of the Honor Code Agreement. The Director of Student Life will use the sanctions detailed below as a guide for responding to violations of the Alcohol and Drug Policy; however, any student who violates this policy may be subject to expulsion:

1. Initial assessment with a member of the Student Life Staff
2. Written notification will be sent to parents if the student is under 21 years of age
3. Student will be responsible for an educational, accountability project that correlates to the type of violation
4. Twelve (12) hours of community service at one of the locations that has been designated by the Director of Student Life. The service must directly relate to the offense. The student is responsible for the arrangements of this community service and completing this community service within 30 days of their initial meeting with a Student Life Staff Member
5. 15-30 days curfew and/or 15-30 days probation
6. Follow-up meeting with a member of the Student Life Staff thirty days after the initial assessment

Any additional violations of this policy will result in further consequences to the student. These further consequences will utilize the Breach in Honor Code Agreement as a guide. Failure to complete any sanctions associated with a violation of USW's Alcohol and Drug Policy may prohibit a student from enrolling for the following semester.

The Director of Student Life reserves the right to change the repercussion at any time based on the specific violation.

Sanctions for Possession with Intent to Sell or Distribute

USW students found responsible for possession with intent to sell or distribute illegal drugs on campus and/or off campus may be expelled from the university.

Sanctions for the Possession of Drug Paraphernalia

USW students may not use or possess drug paraphernalia on campus. Possession of drug-related instrumentation may result in a charge of a violation against the Alcohol and Drug Policy and the Student Code of Conduct.

Education

USW is committed to education and the sound development of mind, body, and spirit. Therefore, a commitment to alcohol and drug education is a continuing priority. Educational programming is organized and conducted twice yearly (Fall and Spring) to promote continued awareness and encourage an attitude of care and concern for self and others. Information on responsible alcohol use, effective social planning, indications of abuse or addiction, and resources for assistance are available through the Student Life Center and University Counselor.

Health and Safety

Students are encouraged to look out not only for their own health and safety but also for that of their peers. When a student's health and/or safety is threatened or appears to be in jeopardy, immediate actions should be taken to prevent injury/illness/danger. The action might include calling a staff member on the following teams: Security, Residence Life, Student Life or Mental Health to request assistance. Whatever the particular need or problem, it is important to respond in a responsible and timely manner. While appropriate discipline is necessary, the university's first and foremost concern is the health and safety of its students, faculty, and staff.

USW is also committed to providing students, faculty and staff with confidential referrals for professional assistance if needed. An awareness of the negative effects of alcohol consumption or drug use may assist a person in his/her efforts to make safe and responsible choices about alcohol and drugs. Students, faculty, and staff may make an appointment with one of the outside providers listed below or consult with the University Counselor. Counseling services are available to USW students on a time-limited basis. Referrals for long-term counseling, specialized services, or outpatient/inpatient therapy will be made where appropriate. These services are not covered by USW tuition and/or fees. Consult your health insurance provider for coverage information.

Substance Abuse Treatment and Counseling

In some cases of misconduct, such as those committed under the influence of alcohol or other drugs, participation in an evaluation and/or treatment program may be required as part of a sanction. Such treatment may be a condition of readmission to the university or a condition of remaining at the university.

The following list is not intended to be exhaustive but is designed to provide information on local and national resources for the treatment of drug and alcohol abuse and addiction:

Local Resources

Alcoholics Anonymous (AA):	575.397.7009
Community Drug Coalition of Lea County 107 S. Dalmont Hobbs, NM 88240	575.391.1301
Guidance Center of Lea County 920 W. Broadway Hobbs, NM 88240	575.393.3168 575.393.6633 (Crisis Line)
Opportunity House of Lea County 206 N. Turner Hobbs, NM 88240	575.397.4667
Palmer Drug Abuse Program 500 N. Dalmont Hobbs, NM 88240	575.397.6333 575.397.6237
Zia Consulting 215 W. Broadway, Suite 1 Hobbs, NM 88240	575.393.0692

National Resources

Al-Anon	1.888.415.2666
Alcoholics Anonymous (AA)	1-855-683-0319
National Council on Alcoholism & Drug	1-800-622-2255
Narcotics Anonymous (NA)	1-818-773-9999
Substance Abuse Treatment Locator	1-800-662-4357

Mental Health Services

Emergency

The Mental Health Team at the University of the Southwest (USW) will offer assistance to any and all USW students in psychological crisis or threat of harm. This team consists of licensed professional counselors and psychologists trained in crisis intervention, suicide prevention, and grief counseling.

The 2018-2019 Mental Health Team includes:

Dean of Arts & Sciences:	Dr. Elyn Palmer, LPCC
University Counselor:	Mr. Brian Arnold, LMSW
Clinical Mental Health Counselling Coordinator:	Dr. Carol Brennan, LPCC
Psychology Program Coordinator:	Dr. Jenelle Job, LSPP, PLP <i>*Consultation only</i>

The Mental Health Team can be reached at 575.347.1147 between the hours of 7:00 am and 9:00 pm. This phone number is team-specific and will ring to EVERY Mental Health Team member's personal cell phone. After hours, please **CONTACT 9-1-1** for any crisis or emergency!

Suicide Threat

No suicide threat shall be ignored. A suicide threat is defined as any spoken, written, or behavioral indication of self-harm with the intent of taking one's own life. USW personnel shall take all threats seriously and shall implement the following procedures:

1. **Any person on campus aware of a student suicide threat shall contact the Mental Health Team at 575.347.1147.** The first person to answer his/her phone will take the Team Lead position for that particular case.
2. The Mental Health Team Lead will inform the rest of the team as well as USW Administration, Security, Athletic Staff, Residence Staff and/or Faculty as necessary and possible in accordance with Confidentiality and Data Privacy as outlined in N.M. Code R. § 16.27.18.17.
3. The Mental Health Team Lead will assess the situation through completion of a formal **Suicide Risk Assessment** and make a decision as to next steps which could include:
 - a. Emergency transport to the hospital
 - b. A call for police assistance
 - c. Completion of a student safety plan
 - d. Creation of an intervention plan
 - e. Referral to the University Counselor and/or Title IX Coordinator
 - f. Referral for psychological or psychiatric
 - g. Release from school to home

4. All dangerous substances and/or implements shall be removed immediately from the student and his/her living area(s).
5. The student shall not be left alone or returned to class unsupervised until he/she has spoken to a member of the Mental Health Team and a student safety plan and follow-up resources have been agreed upon.
6. Upon consent, a parent, guardian, or relative will be notified of the student's threat by a member of the Mental Health Team. No student is released from school prior to notification and consent of an adult family member or designated support person.

Suicide Attempt

All attempted suicides shall be treated initially as medical emergencies. A suicide attempt is defined as any life-threatening behavior or gesture on the part of a student with the intent of taking his or her own life. It is not left to the discretion of school personnel to determine the seriousness of the attempt. The management of cases involving attempted suicide shall follow the procedures for threatened suicide and include the following:

1. If the student has ingested medication, chemical agents, or has incurred physical injury, **the FIRST person made aware will call 9-1-1 immediately** for hospital transport followed by a phone call the Mental Health Team as outlined in the 'Suicide Threat' procedures delineated above.
2. The student's emergency contact(s) shall be contacted, and referral for psychiatric evaluation or counseling from a community mental health professional will be made.
3. When the student returns to school, professional clearance from the attending physician or community mental health professional must be provided to the University Counselor.
4. Upon the student's return to school, the Mental Health Team shall convene a meeting with the student and any support person(s) he/she designates to make recommendations regarding supportive counseling and follow-up services.

USW Administration, Security, Athletic Staff, Residence Staff and/or Faculty will be notified of follow-up services as necessary for intervention plan implementation and as possible in accordance with Confidentiality and Data Privacy as outlined in N.M. Code R. § 16.27.18.17.

5. A student who does not provide or is unable to give consent for emergency care may be detained and transported for mental health evaluation and care if a licensed physician or certified psychologist or counselor deems that the student, as a result of a mental disorder, presents a threat of serious harm to him/herself or others and that immediate detention is necessary to prevent such harm. Such certification shall constitute authority to transport the person as put forth in N.M. Stat § 43.1.10.

Suicide Completion

If USW faculty or staff become aware of a completed suicide on campus, the following procedures shall be followed:

1. **The FIRST person on campus to become aware of the completed suicide shall contact 9-1-1** followed by a call to the Mental Health Team as outlined in the 'Suicide Threat' procedures delineated above.
2. USW President and Provost shall consult with the Mental Health Team regarding communication with the media and dissemination of information to students, faculty, staff, parents, and the greater Hobbs community.
3. The first day after the notification of the event, the Mental Health Team will provide grief counselling to students, faculty, and staff in designated campus areas. Locations and hours of availability will be disseminated to all USW students, faculty and staff. Agency referrals for long-term grief counselling and related issues will be provided to individuals as needed.
4. The Mental Health Team will provide suicide prevention training and strategies for students, faculty and staff after ANY suicide completion as well as twice yearly (Fall and Spring).

Risk of Violence

If a threat of violence has been made by an individual on campus toward another member of the USW community, the following procedures shall be followed:

1. The FIRST person on campus to become aware of the threat of violence shall call the Mental Health Team as outlined in the 'Suicide Threat' procedures delineated above **OR contact 9-1-1 if the threat is imminent.**
2. The Mental Health Team Lead will assess the risk and determine if completion of a formal **Risk of Violence Questionnaire** is needed.
3. For threats assessed as **high-risk**, the student shall be referred for psychological or psychiatric evaluation to determine the need for additional services, and the student's emergency contact(s) shall be contacted.
4. For threats assessed as **low to medium**, the Mental Health Team shall develop an action plan in consultation with the student and any identified support person(s).
5. **A formal risk of violence may NOT be used as a basis for disciplinary action.** The refusal to consent to a formal violence risk assessment may not be used as a basis for disciplinary action.
6. If the police charge the student with making a terroristic threat or other offense, the student may be taken into police custody. New Mexico state law requires mandatory campus removal of a student making terroristic threats.

7. Regardless of the level of risk, no student will be left alone, returned to class unsupervised or released from school until he/she has spoken to a member of the Mental Health Team and a student safety plan and intervention plan have been agreed upon. Student access to all dangerous implements should be removed.
7. Regardless of the level of risk, all students making threats shall receive follow-up services through the Mental Health Team. All threats will be taken seriously and reported to USW Administration by a member of the Mental Health Team or Campus Security.

Non-emergency

University of the Southwest Counseling

The University Counselor is located in the Fadke Arts and Sciences building. Students receiving counseling from a counselor are provided confidentiality. However, the University of the Southwest Mental Health Committee may consult together regarding the most appropriate courses of treatment for clients, but the committee members will not disclose students' identities or other confidences that are of an identifiable nature (unless authorized by the reporting student).

The University Mental Health phone line, 1.575.347.1147, also has counselors available from 7:00 AM to 9:00 PM during the weekdays. After these hours, please contact 911 for any Mental Health emergencies. These counselors can also recommend area support groups and other services.

Additional information on resources as well as educational information on sexual violence prevention can be found at:

- [National Suicide Prevention Lifeline: 1.800.273.TALK \(8255\)](#)
- [Southern New Mexico Crisis Line: 575.646.CALL \(2255\)](#)
- [New Mexico Crisis and Access Line: 1.855.NMCRISIS \(662.7474\)](#)
- [Agora Crisis Center \(Albuquerque\): 1.866.HELP.1.NM \(4357.1.66\)](#)
- [The Trevor Project: National Lifeline for LGBTQ Teens At-Risk for Suicide: 1.866.488.7386](#)
- [New Mexico Coalition of Sexual Assault Programs: 1.888.883.8020](#)
- [Community Against Violence: 575.758.9888](#)

Title IX: Sexual Harassment, Sex and Gender Discrimination, Domestic and Dating Violence, Sexual Assault, and Stalking

USW strives to provide the education and resources necessary for members of the campus community to make informed decisions regarding personal and professional relationships and the possibility of sexual harassment, gender discrimination, domestic and dating violence,

sexual assault, and stalking behaviors. This may include educational programming, distribution of printed material, and referrals to outside agencies for support and assistance.

Policy Statement

University of the Southwest is an institution built upon integrity, trust, respect, support, and acts of service. In line with these values, USW is committed to providing a safe and non-discriminatory academic, athletic and work environment for all members of its campus community. USW does not discriminate on the basis of sex or gender in any of its programs or activities.

To that end, this policy strictly prohibits gender discrimination, sexual harassment, bullying and intimidation and the crimes of domestic violence, sexual assault, and stalking as defined under New Mexico state law (N.M. Code Ann. § 30) and Title IX of the Education Amendments of 1972.

Such prohibited behavior also requires the University to fulfill certain obligations under the Violence Against Women Reauthorization Act of 2013 and the Jeanne Clery Disclosure of Campus Security Policy and Campus Crime Statistics Act (Clery Act).

The University prohibits sexual assault, sexual exploitation, intimate partner violence, stalking, sexual or gender-based harassment, complicity in the commission of any act prohibited by this policy, and/or retaliation against a person for the good faith reporting of any of these behaviors or participation in any investigation or proceeding under this policy. These behaviors undermine the character and mission of USW and will not be tolerated.

USW adopts this policy with a commitment to:

- (1) eliminating, preventing, and addressing the effects of sexual misconduct;
- (2) fostering a community of trust, in which sexual misconduct is not tolerated;
- (3) cultivating a climate where all individuals are well-informed and supported in reporting sexual misconduct;
- (4) providing a fair, impartial and judicious process for all parties; and
- (5) identifying the standards by which violations of this policy will be evaluated and disciplinary action may be imposed.

Employees or Students who violate this policy may face disciplinary action up to and including termination or expulsion. The University will take prompt and equitable action to eliminate sexual misconduct, prevent its recurrence, and remedy its effects.

Definitions

“**Prohibited Conduct**” is an umbrella term used when talking about all prohibited behavior under Title IX including gender discrimination, sexual harassment, bullying and intimidation,

retaliation for the assertion of rights, dating violence, domestic violence, sexual assault, and stalking.

“**Victim**” or “**Complainant**” means a person alleging to have been subjected to conduct prohibited by this policy and does not imply pre-judgment.

“**Accused**” or “**Respondent**” means a person accused of conduct prohibited by this policy and does not imply pre-judgment.

“**Force or threat of force**” means the use of force or violence, or the threat of force or violence, including but not limited to when the accused:

1. threatens to use force or violence on the victim or on any other person, and the victim under the circumstances reasonably believes that the accused has the ability to execute that threat; or
2. has overcome the victim by use of superior strength or size, physical restraint or physical confinement.

Consent is effective when it is

- informed;
- freely and actively given;
- mutually understandable words or actions; and
- indicates a willingness to participate in mutually agreed upon sexual activity.

Dating violence is not defined in New Mexico laws; however, violence against a person with whom the perpetrator is in a dating relationship is considered *domestic violence* as defined below.

A dating relationship is defined as a courtship or engagement relationship. For purposes of this act, a casual acquaintance or ordinary fraternization between persons in a business or social context shall not constitute a dating relationship.

Domestic violence, or intimate partner violence, occurs between two people in an intimate relationship. Domestic violence exists on a continuum from a single episode of violence to ongoing battering and control of one partner over another.

Some examples of domestic violence include:

- Physical violence: physical harm caused by kicking, hitting, punching, biting, choking, slapping, or other physical attack. A threat causing immediate fear of bodily injury is also domestic violence.
- Criminal trespass
- Damage to property
- Repeatedly driving by a residence or work place
- Harassment or telephone harassment

- Severe emotional distress (i.e., emotional abuse causing a high level of distress in one person to the degree that the person needs protection from the abuser)

Criminal sexual penetration (sometimes also called “sexual battery,” “sexual assault,” or rape) includes:

- the unlawful and intentional touching of or application of force, without consent, to the unclothed intimate parts of a victim above the age of 18
- intentionally causing another who is over the age of 18 to touch one's intimate parts when perpetrated with the use of force or coercion
- compelling a victim to engage in sexual intercourse against the victim's will. (N.M. Code Ann. § 30-9-11.)

Stalking consists of knowingly pursuing a pattern of conduct, without lawful authority, directed at a specific individual when the person intends that the pattern of conduct would place the individual in reasonable apprehension of death, bodily harm, sexual assault, confinement or restraint of the individual or another individual.

As used in this section:

1. "lawful authority" means within the scope of lawful employment or constitutionally protected activity; and
2. "pattern of conduct" means two or more acts, on more than one occasion, in which the alleged stalker by any action, method, device or means, directly, indirectly or through third parties, follows, monitors, surveils, threatens or communicates to or about a person. (N.M. Stat. Ann. § 30-3A-3)

Aggravated stalking consists of stalking perpetrated by a person (a) who knowingly violates a permanent or temporary order of protection issued by a court, except that mutual violations of such orders may constitute a defense to aggravated stalking; (b) in violation of a court order setting conditions of release and bond; (c) when the person is in possession of a deadly weapon; or (d) when the victim is less than 16 years of age. (N.M. Stat. Ann. § 30-3A-3.1)

Reporting Procedures

All forms of prohibited conduct should be reported **regardless of severity**. USW's primary concern is safety; therefore, individuals should not be deterred in reporting even if the use of alcohol and/or drugs were involved.

USW encourages victims of sexual violence to talk to someone about what happened so they can receive support and so that the institution can respond appropriately. USW offers both **confidential** and **non-confidential** reporting options. It is important to be aware that different individuals who victims contact for assistance following an incident may have different responsibilities regarding confidentiality depending on their position.

Under New Mexico state law, some individuals (e.g., licensed counselors, psychologists or physicians) can assure a victim of confidentiality; however, any other USW employee cannot guarantee complete confidentiality, unless specifically provided by law. As is the case with all colleges and universities, USW must balance the needs of the individual victim with an obligation to protect the safety and well-being of the community at large.

****Note:** For ALL incidents/claims of **sexual assault**, the following persons will be informed **IN ORDER:**

If incident occurs **on campus outside of dorms:**

1. **Victor Hawkins, Director of Security**
2. Jenelle Job, Title IX Coordinator
3. Larry Guerrero, Executive Vice President
4. Brian Arnold, University Counselor

If incident occurs **inside the dorms:**

1. **Cory Hitchcock, Director of Housing**
2. **Victor Hawkins, Director of Security**
***Whoever can be reached first**
3. Larry Guerrero, Executive Vice President
4. Jenelle Job, Title IX Coordinator
5. Brian Arnold, University Counselor

If the incident occurs **after hours on campus**, persons #4 and 5 above need only be informed via email with a copy of the incident report attached for Title IX and Counseling follow-up.

Any other staff or faculty in positions of authority will be informed of the incident on a NEED-TO-KNOW basis by the Title IX office in consultation with the Provost and/or President.

If any staff or faculty becomes aware of sexual misconduct, he/she will follow the above chain for informing personnel. The persons above understand the chain to follow in informing one another of incidents of sexual assault. **This means that any other faculty or staff member need only inform person #1 (or #2 if the first contact person cannot be reached).**

For **EVERY** alleged on campus incident of sexual assault, a police report will be made. Should the victim make a report immediately following the alleged incident (up to 120 hours post-assault [Carr, 2011]), first responders will organize transport of the victim to the hospital for a sexual assault evaluation. If the student does not wish to go to the hospital, an ambulance will be called for assessment. The student then has the right to deny transport, which will be documented by USW staff.

***This will be the protocol regardless of preference, mental state, behavioral indicators or physical appearance.**

A referral will always be made to the University Counselor as soon after the incident as possible. If a report of sexual assault is first made to the University Counselor, he/she will encourage report to the Title IX office but cannot break confidentiality to do so him/herself.

Confidential Reporting Options

Confidential reporting options provide students with the ability to confidentially report and discuss an instance of sexual violence without their information being shared with others. Please note confidential reporting limits the institution's ability to respond to incidents.

Non-Confidential Reporting Options

USW and the Clery Act require all employees—excluding counselors, healthcare providers, and, in some cases, campus pastors—who become aware of sexual violence to report the incident to the USW SD and the Title IX Coordinator. The victim's name should **not** be reported without the victim's permission.

The report should include the nature, date, time, and general location of an incident. This is a limited report which includes no information that would directly or indirectly identify the victim. This allows USW personnel to track patterns, evaluate the program, and develop appropriate responses. Copies of reporting forms can be found below:

- [Complaint Record](#)
- [Witness Statement](#)

When an incident of sexual violence is reported to a “**responsible employee**,” the reporter can expect the incident will be reported to the Title IX Coordinator and the Dean of Students. A responsible employee must report all relevant details about the alleged sexual harassment, sexual violence, or stalking behaviors shared by the victim including names, date, time and specific location of the alleged incident.

To the greatest extent possible, information reported to a responsible employee will be shared on a **need-to-know basis**. A responsible employee should not share information about the victim to law enforcement.

A “responsible employee” is an employee who has the authority to redress sexual violence, who has the duty to report incidents of sexual violence or other student misconduct, or who a student could reasonably believe has this authority or duty. Examples include, but are not limited to, faculty members, advisors, coaches, staff and anyone in a supervisory role. The University Counselor is exempt from this duty to report if the claim is disclosed in the *context of a counseling session*. However, he may encourage the victim to report but cannot break confidentiality as a part of his professional obligations without his/her consent or legal subpoena.

When a victim tells a responsible employee about an incident of sexual violence, the victim has the right to expect the institution will investigate the alleged sexual violence, end any sexual violence, prevent the sexual violence from reoccurring, and educate the campus community on sexual violence.

Before a victim reveals any information to a responsible employee, the employee should ensure that the victim understands the employee's reporting obligations and informs the victim that he/she **cannot maintain confidentiality**. Instead, he/she should be directed to the Title IX Coordinator.

If it is determined that the institution cannot maintain a victim's confidentiality, the institution will inform the victim prior to starting an investigation. USW will remain mindful of the victim's well-being and take appropriate steps to protect the victim from retaliation or harm. The institution may not require a victim to participate in any investigation or conduct process should he/she express discomfort in doing so. Retaliation against the victim, whether by students or institution employees, will not be tolerated and is reportable to the Department of Education under Title IX.

Reporting to the Police

USW strongly encourages individuals to report sexual violence and any other criminal offense to the Hobbs Police Department. This does not commit you to prosecute but will allow the gathering of information and evidence. The information and evidence preserve future options regarding criminal prosecution, institution conduct actions and/or civil actions against the perpetrator.

If the incident happens on campus, it can be reported to the USW SD Department at 575.942.5902 (non-emergency) or 9-1-1 (emergency). If the incident occurs elsewhere in the city of Hobbs, it can be reported to the Hobbs Police Department at 575.397.9265. If the incident takes place anywhere else, it can be reported to the local law enforcement with jurisdiction in the location where the sexual violence occurs.

Please know that the information you report can be helpful in supporting other reports and preventing further incidents.

What to do if you are a Victim of Sexual Violence

If you are not safe and need immediate help, call 9-1-1. If an incident happens on campus, call USW SD at **575.942.5902**. If the incident occurred elsewhere in the city of Hobbs, call the Hobbs Police Department at 575.397.9265.

Do what you need to do to feel safe. Go to a safe place or contact someone with whom you are comfortable. Call the New Mexico Coalition of Sexual Assault Programs at 1.888.883.8020 for advice, and discuss options for how to proceed.

Do not shower, bathe, douche, change or destroy clothes, eat, drink, smoke, chew gum, take any medications or straighten the room or place of the incident. Preserving evidence is critical for criminal prosecution. Although you may not want to prosecute immediately after the incident, you may change your mind and that choice will be more difficult without credible evidence. The evidence collected can also be useful in the campus conduct process.

It is important to have a thorough medical examination after a sexual assault even if you do not have any apparent physical injuries. Medical providers can treat any injuries and provide tests for sexually transmitted diseases.

You may seek medical care at any health care facility. While in the emergency room, treatment will be provided for sexually transmitted diseases and to prevent pregnancy.

Other Local Services Available

City of Hobbs Police Department

Emergency: 9-1-1

Non-emergency: 575.397.9265

Option, Inc.

Emergency Shelter for Domestic Violence

575.397.1576 (24/7)

200 N Dalmont St, Hobbs NM 88240

Arise Sexual Assault Services

575.226.7263 (24/7)

1412 S. Avenue O, Suite B

Portales, New Mexico 88130

info@arisenm.org

University of the Southwest Counselor

Mr. Brian Arnold

575.492.2104

Fadke Arts and Sciences Building, Office 117

barnold@usw.edu

University of the Southwest Title IX Coordinator

Dr. Jenelle Job

575.492.2134

Fadke Arts and Sciences Building, Office 116

jjob@usw.edu

Interim Measures

The Executive Vice President and the Title IX Coordinator can put in place interim measures for student victims of prohibited conduct as needed. A formal complaint does **not** need to be submitted to have interim measures put in place. USW will maintain confidentiality for any interim measures listed below as long as it does not hinder the ability to provide the interim measures.

1. **Assistance in Reporting:** The Title IX Coordinator can assist victims in filing a complaint with the institution conduct process and/or the appropriate law enforcement agencies against the accused who caused harm.
2. **No Contact Order:** The Executive Vice President or Director of Security can put in place a No Contact Order between the complainant and the respondent, which would prohibit contact between both parties through any means of communication as well as not having others make contact on his/her behalf.
3. **Emergency Protective Order:** The Title IX Coordinator or Executive Vice President can assist victims in filing for an Emergency Protective Order in court with the Hobbs County Court Clerk. This is a court-ordered petition that prohibits contact between the complainant and respondent.
4. **Safety Measures:** The Executive Vice President can coordinate any reasonable arrangements that are necessary for your ongoing safety. This includes transportation arrangements or providing an escort.
5. **Living Arrangements:** The Executive Vice President and Director of Housing can assist in changing on-campus living arrangements for that of the accused to ensure safety and a comfortable living situation.
6. **Academic Arrangements:** The Executive Vice President can assist in adjusting academic schedules for that of the accused as well as assist in providing access to academic support services.

When the Executive Vice President and/or Title IX Coordinator become aware of a student who potentially could have been a victim of sexual violence, he/she will contact the victim to gather information, discuss next steps, and discuss interim measures for safety and comfort.

The Executive Vice President or Title IX Coordinator will provide written documentation of the interim measures to the victim, and provide copies to all relevant parties on campus. Reporting options and other resources will also be made available to the victim. This will be done no matter the location of the incident (on or off campus).

Handling Complaints

A complaint of sexual harassment, gender discrimination, sexual assault, domestic or dating violence or stalking should be filed as soon as possible, preferably within **180 calendar days of the incident**.

Informal Procedures

The informal procedures (mediation) are designed to resolve complaints quickly, efficiently, and to the mutual satisfaction of all parties involved. Where circumstances allow, and both parties agree to participate, informal procedures will be initiated as soon as possible and *within 5 school days*, absent any unusual circumstances.

- A complainant may elect to *terminate a formal complaint process and enter into mediation at any point*, including after the commencement of the formal process.
- Mediation is a voluntary process intended to allow the parties involved in an alleged complaint of discrimination or harassment to discuss their respective understandings of the incident with each other through the assistance of a trained mediator.
- Mediation is designed to encourage each person to be honest and direct with the other and to accept personal responsibility where appropriate. Mediation is only offered as an option if both the complainant and the accused student are members of the University of the Southwest community and agree to participate.
- Upon the consent of all parties to the complaint, the Title IX Coordinator, or other appropriate individuals, will seek an outcome through mediation conducted by qualified USW staff member or an external professional engaged by USW.
- *Any resolution through mediation also must be mutually agreed upon by all parties to the complaint.*
- Both the complainant and the accused have the right to bypass or end the informal complaint process at any time in order to *begin the formal stage of the complaint process*.

Formal Procedures

If the allegation of harassment is not resolved by the informal procedures or is inappropriate for mediation (e.g., in the case of sexual assault), a formal investigation will be initiated. The party making the allegations should provide a formal written complaint to the Title IX Coordinator.

- The accused then will be afforded **fourteen (14) calendar days** in which to provide a written response to the allegations. A copy of any response will be provided to the complainant.
- The Title IX coordinator will then conduct an investigation. The investigation of all formal complaints shall include interviews of (i) the complainant, (ii) the accused, and (iii) any witnesses and other persons identified as having relevant information related to the alleged incidents, so long as they agree to be interviewed.
- The parties will have the opportunity to present witnesses and other evidence for consideration by the Title IX Coordinator.
- The Title IX Coordinator shall have the authority to take all reasonable and prudent interim measures to protect both parties pending completion of the investigation and during the informal or formal procedures to resolve the complaint.

Allegations of Conduct by another Student. A complaint that a student has engaged in unlawful prohibited conduct in which a formal hearing is sought must be made in writing to the Dean of Students by filing a disciplinary grievance form. He/she will then contact the Title IX Coordinator to enact an investigation. This investigation shall be conducted as expeditiously as possible, and USW will strive to be complete them within (30) school days after receipt of the complaint, except where the complainant agrees that a longer period of time would be appropriate or circumstances require it (e.g., during statutory holidays).

A report of the findings of the investigation shall be provided to the complainant and the accused, and to the **Title IX Student Hearing Board** (the "Student Board") if a formal hearing is held. Complainants and accused students have the right to be present during any formal hearing. If complaints are made near the end of the semester, or in other circumstances where the Dean of Students determines that the complaint cannot otherwise be resolved in a timely manner, other procedural options may be considered in consultation with the student who raised the issue. In particular, a hearing under these circumstances may instead take the form of an administrative hearing by a designee of the Dean of Students.

All students who file a complaint will be informed of a likely timeline for resolution at the beginning of the adjudicative process, notified in writing of the outcome at the end, and allowed to appeal any decision. All decisions will be made using a preponderance of the evidence standard.

Allegations of Misconduct by a University Employee. If a student alleges misconduct by an employee, he/she will be entitled to the same basic rights, protections, and procedures explained above (i.e., prompt resolution, the right to present witnesses and evidence, and appeal). Any hearing, however, will be held in front of the **Title IX Employee Hearing Board** (the "Employee Board").

Regardless of against whom allegations are made, all students can be assured the USW will work with them to promptly and equitably resolve their issues and that in no instance will any student be retaliated against for bringing an issue to either a Title IX Coordinator or another USW employee.

Sex Offense Registration and Reporting

The Campus Sex Crimes Prevention Act (CSCPA) of 2000 is a federal law that provides for the tracking of convicted sex offenders enrolled at or employed by institutions of higher education. The CSCPA is an amendment to the Jacob Wetterling Crimes against Children and Sexually Violent Offender Act. The CSCPA further amends the Family Educational Rights and Privacy Act of 1974 (FERPA) to clarify that nothing in the Act can prohibit an educational institution from disclosing information provided concerning registered sex offenders.

All students and employees convicted of a *non-aggravated sex offense* in the past 10 years must inform the USW SD prior to admittance or employment. This information will be made available to the USW community via the website.

Those persons who have been convicted of *aggravated sex offenses* must register indefinitely. This applies to persons convicted in New Mexico and all other states and territories of the United States of America. Registration with campus authorities must be made in addition to registration with the local law enforcement agency where the convicted person resides. Failure to register in accordance with the law will subject the offender to additional criminal prosecution.

USW SD works in cooperation with the Hobbs Police Department that coordinates the registration of sex offenders and violent offenders residing in the city of Hobbs. This information is reported to the New Mexico Department of Public Safety who maintains the statewide New Mexico Sex Offender Registry. To access the registry to search for or find out if someone is a registered sex or violent crime offender go to <http://www.dps.state.nm.us/index.php/lerb/>

How to Report Possible Registration Violations

If USW students, faculty or staff have any immediate safety concern involving a registered offender, they should call 9-1-1 and have a police officer respond to campus. If a citizen has information about an offender in the city of Hobbs required to register who is not actually staying at his/her listed registered address, a report can be made to the Hobbs Police Department at 575.397.9265.

When reporting, please include as much information as possible. Anonymous reports will be accepted. Possible registration violations will be investigated and presented for prosecution when appropriate.

Special Programs and On-Campus Training

Student and Faculty/Staff Identification

All USW students are provided with a student identification badge. USW SD has the authority to ask to see a student's ID any time he/she is on campus.

All USW faculty and staff are provided with parking permits that are to be visible whenever vehicles are on campus. USW SD has the authority to ask to see a faculty/staff member's parking permit any time he/she is on campus and/or write parking tickets for vehicles improperly or illegally parked.

New Student Orientation

At the commencement of each Fall semester, a campus safety meeting is held for all new, incoming students. This meeting includes topics related to crime prevention, reporting crime and other campus violations, sexual assault prevention and consent, suicide prevention, and personal safety. Prior to the start of the Fall semester, new students are required to complete online education modules on Blackboard concerning substance abuse, bullying, dating and violence, personal safety and bystander intervention.

Resident Assistant Training

At the beginning of each new academic year, the Resident Directors (RD) and Resident Assistants (RA) take part in a comprehensive training program. Included in this training are presentations by university officials regarding Title IX, Campus Safety, Suicide Prevention, Bystander Intervention, and the Student Code of Conduct.

Suicide Prevention and Awareness

Suicide Prevention and Awareness training is provided twice yearly (Fall and Spring) and is **mandatory** for all USW students, faculty, and staff. Topics covered include signs and symptoms of depression, self-harm, and suicidal risk, how to get help in emergency and non-emergency situations, and community resources for evaluation and ongoing support.

Sexual Assault Awareness and Prevention

Each November, the Title IX Coordinator organizes an awareness campaign addressing interpersonal violence such as domestic abuse, dating violence, sexual assault, and stalking.

The campaign includes educational opportunities and activities designed to heighten awareness about these issues and provide skills for personal and bystander intervention.

Information on Title IX and associated reporting procedures can be accessed throughout the year on the USW website at www.usw.edu/titleix. PowerPoint presentations with pertinent information and resources are posted to this webpage as well as emailed to all students, faculty and staff by October 1st of the current academic year.

Enough is Enough Campaign to Stem Societal Violence

USW participates annually in the Enough is Enough Campaign to Stem Societal Violence. The week-long campaign is held in April and includes activities such as Love Not Hate Day, Random Acts of Kindness Day, invited speakers, and informational outreach.

Safety Escorts

On-campus safety escorts are available 24 hours a day, year-round. Please call the USW SD at 575-942-5902 to request an escort. Walk with one ear piece on, be aware of surroundings report any suspicious activity to USW SD 575 492-5902. Walk with someone.

Fire Safety

The Higher Education Opportunity Act requires academic institutions to produce an annual fire safety report outlining fire safety practices, standards, and all fire-related on-campus housing statistics. These requirements are separate from the Clery Act requirements. However, to reduce administrative burden and to make it easier for students, faculty, staff, and parents to find the information, the regulations for data collection and dissemination will be published in the Annual Safety Report.

Student Housing

USW operates 3 residence halls and 1 apartment complex. The residence halls are all protected by a fire alarm system and the complex has a smoke detector in every apartment:

- **South Hall** – Central fire panel in the lobby, heat and smoke sensors, sprinklers, fire extinguishers, audible and visual fire alarms on every floor.
- **East Hall** – Central fire panel in the lobby, heat and smoke sensors, sprinklers, fire extinguishers, audible and visual fire alarms on every floor.
- **West Hall** – Central fire panel in the lobby, heat and smoke sensors, sprinklers, fire extinguishers, audible and visual fire alarms on every floor.

- **Apartments** – Smoke detectors and fire extinguishers in every apartment.

Fire Prevention Policies

It is the policy of the University of the Southwest to provide a campus environment that is free from potential fire hazards. Residence hall regulations prohibit the possession and use of portable heaters, hot plates, candles and incense.

Fire drills are initiated each semester by the Director of Security and supervised by the Director of Security for all residence halls and campus classroom buildings at random. An all-campus emergency drill is held once each semester.

Periodically, emergency drills will be performed in each building. The Director of Security and the Director of Housing will plan building evacuation drills. A list of drills will be maintained each year. Exact dates will be determined and the appropriate personnel will be notified several days before the drill.

All 90 fire extinguishers, are inspected, recharged and are set for six year maintenance by Smith Fire/Safety Compliance Co. (575-390-6311 smith_2800@reagan.com). Once a year are campus is inspected by the Hobbs Fire Department Fire Marshall Shawn Williams.

USW has 6 fire hydrants on campus. The USW has 1 stand pipe, which is a hydrant stand for the fire department to quick connect to in case of a fire. In addition, each dorm is equipped with a sprinkler system in case of fire. Any questions regarding fire safety including fire drills, extinguisher location or where to go in case of a fire can be directed to the Director of Security, Victor Hawkins, at 575-942-5902 or vhawkins@usw.edu.

Statistical Report

Fire Statistics				
	2015	2016	2017	2018
Number of fires	e+e	e+e	e+e	e
Property Damage	e+e	e+e	e+e	e
Fire Death	e+e	e+e	e+e	e
Injuries Related to Fire	e+e	e+e	e+e	e

Fire Drills				
	2015 Semester 1&2	2016 Semester 1&2	2017 Semester 1&2	2018 Semester 1
South Dorms				
East Dorm				
West Dorm				
Education				
Administration				
Webber				
SLC				
Arts and Science				
Library				
Daniel Center				
Theater				
Old Gym				

BUILDING		ASSEMBLY LOCATION
Apartments	■	Mabee Physical Fitness Center Parking Lot
Burke Hall - Administration	■	Soccer Field
Daniels Campus Center	■	Mabee Physical Fitness Center Parking Lot
East Residence Hall	■	Main Parking Lot (in front of East) & West)
Fadke Arts and Sciences Building	■	Mabee Physical Fitness Center Parking Lot
Mabee Center – Teaching and Learning	■	Soccer Field
Mabee Physical Fitness Center	■	Mabee Physical Fitness Center Parking Lot
Mabee Southwest Heritage	■	Main Parking Lot
Maddox Student Life Center	■	Maddox Student Life Center Parking Lot
Scarborough Memorial Library	■	Main Parking Lot
South Residence Hall	■	Parking Lot west of residence halls
Tucker Center for Business	■	Mabee Physical Fitness Center Parking Lot
Webber Hall	■	Maddox Student Life Center Parking Lot
West Residence Hall	■	Main Parking Lot (in front of East) & West)

** University of the Southwest has prepared this report in compliance with the Jeanne Clery Disclosure of Campus Security Policy and Crime Statistics Act. The Annual Security and Fire Report is published each year by October 1st.*



6610 N. LOVINGTON HWY • HOBBS, NM • 88240