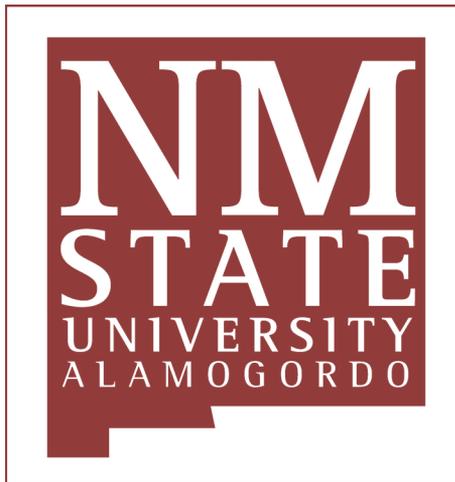


Annual Security
and
Fire Report



2013-2014

Dear NMSU-A Community,

The Office of Safety and Security is responsible for ensuring the safety and security of the NMSU-A campus community. This booklet will provide you with information on policies and procedures for reporting crime, crime statistics and other information to assist you in maintaining your safety and security.

In 1998, the federal government passed the *Jeanne Clery Disclosure of Campus Security Policy and Campus Crime Statistics Act*, formerly known as *The Student Right-to-Know and Campus Security Act of 1990*. This law requires colleges and universities receiving federal funding to disclose the reported instances of criminal activity on their campus.

The law specifically requires the reporting of violent crime, burglary and motor vehicle theft as well as a summary of arrests and disciplinary referrals for liquor law, drug abuse, and weapons violations.

Colleges are now required to provide "immediate notification" to students and staff of a confirmed significant emergency on campus, such as an active shooter. President George W. Bush signed this legislation into law in August 2008.

The law is an amendment to the Jeanne Clery Act and requires colleges to test and publicize their emergency response and evacuation procedures once a year.

The new warning provision was developed by the families of the Virginia Tech shooting victims and campus police under the "umbrella" of Security On Campus, Inc., (SOC) a national non-profit organization. The organization was founded in 1987 by the parents of Jeanne Clery after she was raped and murdered in her on-campus residence hall. SOC continues to be the leading voice for the improvement of campus safety.

NMSU-A instituted Everbridge, a mass notification emergency text message system. All employees and students with a Banner ID are automatically signed into this system. Students or anyone with a NMSU Banner ID can add parent's contact information so they can receive emergency alerts.

New Mexico State University Alamogordo (NMSU-A) recently celebrated its 55th anniversary. The campus is located at 2400 North Scenic Drive, and is situated at the base of the Sacramento Mountains on 581 acres. The campus consists of twelve campus buildings and nine parking lots.

The students at NMSU-A are considered its most valuable asset and we are committed to protecting their health and welfare. NMSU-A has maintained an excellent safety record. However, maintaining a safe campus is everyone's responsibility. Through active participation of all university members, campus resources and community partners, we have been successful with campus safety.

The following information has been prepared to increase your awareness of the current programs that exist to assist you with your safety. Portions of the information are provided in compliance with the federal law, specifically the Clery Act. NMSU-A does everything it can to keep you safe. However, it is also the responsibility of every student, faculty and staff to protect themselves and their possessions.

SECURITY DEPARTMENT

The Security Office is under the Office of Facilities Management. The Security Office is responsible for patrolling the campus, assisting students, faculty and staff with safety issues and monitoring building security. Campus Security has the authority to ask persons for identification and to determine whether individuals have lawful business at NMSU-A. Campus Security does not have the authority to make arrests.

RELATIONSHIP WITH LAW ENFORCEMENT

NMSU-A also contracts with the Alamogordo Department of Public Safety (ADPS) to have a Police Officer stationed on campus during the evening hours. ADPS handles all investigations of criminal incidents.

NMSU-A maintains a close working relationship with the ADPS and the State Police. The campus relies on the telephone or two-way radios to contact ADPS for criminal, fire or medical needs. NMSU-A has a written Memorandum of Understanding (MOU) with ADPS. We do not have a written MOU between NMSU-A and the State Police.

REPORTING PROCEDURE

Non-emergency

NMSU-A Security can be reached by dialing 439-3634. Students, faculty, staff or community members are encouraged to report all accidents, injury, classroom discipline, confrontation, and other non-emergency crimes and public-safety related incidents to the Security Office in a timely manner.

Emergency

For emergencies dial 8-911. Then, contact NMSU-A Security at 439-3634.

Incident/Accident Report

All incidents or accidents whether emergency, non-emergency, or criminal must be followed up with an Incident/Accident Report. Forms can be picked up from the Security Office located in the Facilities Building, 439-3634.

NMSU-A strongly encourages accurate and prompt reporting of all crimes to the Security Office. In response to a call, Security will take the required action, either by dispatching a Security Officer to the scene or by contacting the ADPS. The Security Officer will request that the caller fill out an Incident Report. All Incident Reports are forwarded to the President, the Vice President for Academic Affairs, the Vice President for Student Success, and the Facilities Director. Depending on the type of incident (academic or behavioral) the report is referred for potential action. ADPS will be notified if it is

deemed necessary.

Safetynmsua@nmsu.edu is available for reporting safety and/or security related issues and concerns. The “Safety” e-mail account is monitored by the Security Coordinator and the Facilities Director. This is NOT an anonymous reporting system, but if requested, the reporter’s name will be kept confidential. All incidents that are reported, no matter the method, and that fall into one of the required reporting classifications will be disclosed as a statistic in the Annual Safety and Fire Report published by the Office of Facilities Management (OFM).

The Clery Compliance Team and the roles that they will take on in the event of a crisis are as follows:

President will communicate with Media and direct Switchboard Operator on appropriate information to give out to public. Security desk phone will be transferred to switchboard.

Vice President for Academic Affairs will communicate with the campus Division Heads and their faculty.

Vice President for Business and Finance will communicate with his personnel, the Bookstore personnel, and the Pizza Patio on the Hill personnel.

Vice President for Student Success will communicate with all Area or Department Directors.

Facilities Director will write and send out notifications and communicate with Security Coordinator.

Security Coordinator will communicate with DPS and direct Security and PPD staff on needed assistance (utility turn-offs, barricades, building sweeps, etc.).

Executive Assistant to the President will be the backup for the vice Presidents and/or the President.

Public Information Officer will be the backup for the President and/or the Vice Presidents.

Facilities Director will be backup for the Security Coordinator.

The President or any of the Vice Presidents will be backup for the Facilities Director in the event of absence or if the Facilities Director is acting as backup for the Security Coordinator.

Campus Security Authorities (CSA)

A CSA is an official of an institution who has significant responsibility for the student and campus activities, including, but not limited to student discipline and campus judicial proceedings.

The primary responsibility of all CSAs is to report allegations made in good faith to the Security Coordinator or the Facilities Director.

The Timely Warnings and Immediate Notifications are generally written by the Facilities Director or a designee, and they are approved by the NMSU-A President or a member of the Clery Compliance Team.

Updates to the NMSU-A community about any particular case resulting in a Timely Warning Notice or Immediate Notification may be distributed via blast e-mail by the Facilities Director or posted on the NMSU-A web site by the web master.

EMERGENCY EVACUATION PROCEDURES AND POLICIES

The Safety and Security Manual includes information detailing the Emergency Action Plan and guidelines for appropriate responses for campus or building evacuation and other campus emergencies. The manual is reviewed and updated annually. The Safety and Security manual is also available on line and can be located at

<http://nmsua.edu/documents/safety-security-manual-12.pdf>

The NMSU-A Emergency guidebook is located on-line at

<http://nmsua.edu/staff/emergency-guidebook10/>

When a serious incident occurs that causes an immediate threat to the campus, the first responders to the scene are generally NMSU-A Security personnel, ADPS and/or medical personnel. They typically respond and work together to manage the incident. Depending on the nature of the incident, other local and federal agencies could also be involved in responding to the incident.

LOCAL AND FEDERAL AGENCIES

Alamogordo Department of Public Safety

Alamogordo Fire Department

HAFB Bomb Squad

Border Patrol bomb and drug detection dogs

NM Department of Health—Otero County Public Health (MOU)

Otero County Sheriff's Department

NM State Police

In an effort to provide timely notice to the NMSU-A community, and in the event of a serious incident that may pose an on-going threat, a blast e-mail emergency alert is sent out to the NMSU-A community instantly and simultaneously to all registered mobile phones, smart phones, satellite phones, and e-mail addresses. These alerts will be posted on the NMSU-A website as well.

NMSU-A reviews information that is reported to Campus Security by community members, by campus security authorities, and by ADPS to determine if a reported crime poses a serious on-going threat to members of the NMSU-A community.

TIMELY WARNING

According to the Department of Education: In order to keep the campus community informed about safety and security issues on an on-going basis, an institution must alert the campus community of certain crimes in a manner that is timely and will aid in the prevention of similar crimes.

Crime Alerts are generally distributed for the following Uniform Crime Reporting program (UCR)/National Incident Based

Reporting System (NIBRS) classifications: arson, criminal homicide, and robbery. Incidents of aggravated assault and sexual offenses are considered on a case-by-case basis, depending on the facts of the case and the information known by ADPS.

For example, if an assault occurs between two students who have a disagreement, there may be no on-going threat to the other NMSU-A community members and a Crime Alert would not be issued.

NOTIFICATION TO THE NMSU-A COMMUNITY ABOUT AN IMMEDIATE THREAT

The NMSU-A Security Coordinator receives Incident/Accident reports and verbal information from various offices on campus, students, community members and ADPS with regard to crimes, potential crimes, and suspicious situations. If the Security Coordinator or any member of the Clery Compliance Team confirms that there is an emergency or dangerous situation that poses a threat to the health and safety of the campus community, NMSU-A will use some or all of the systems described below to communicate the threat to the NMSU-A community. NMSU-A will, without delay, and taking into account the safety of the community, determine the content of the notification and initiate the notification system, unless issuing a notification will, in the judgment of the first responders (including, but not limited to NMSU-A Security, ADPS, Otero County Sheriffs Department, NM State Police Department or Emergency Medical Services), compromise the efforts to assist a victim or to contain, respond to, or otherwise mitigate the emergency.

In the event of a serious incident that poses an immediate threat to the members of the NMSU-A community, the university has various systems in place for communicating information quickly. Some or all of these methods of communication may be activated. These methods of communication include network e-mails, emergency text messages sent to all Everbridge users' cell or desk phones, building fire alarm systems, and face-to-face communication if necessary. The university will post updates during and after a critical incident on the NMSU-A website (www.nmsua.edu).

The types of incidents that may cause an immediate threat to the community could include but are not limited to emergencies such as an armed intruder on campus, hostage/barricade situation, a riot, suspicious package with confirmation of a device, a tornado, a fire/explosion, suspicious death, structural damage to a university owned building, biological threat (anthrax, etc.), significant flooding, a gas leak, hazardous materials spill, or bomb threat.

NMSU-A community members are required to notify campus security of any situation or incident on campus that involves an emergency or dangerous situation that may involve an immediate or on-going threat to the health and safety of students, faculty or staff. Campus Security will respond to the incident to determine if it poses a threat to the campus community. If the incident does pose a threat, federal law mandates that the university notify the entire campus community.

The campus will post updates during and after critical incidents on the NMSU-A website. The NMSU-A President or the Public Information Officer provides updates to the media.

EMERGENCY RESPONSE AND EVACUATION TESTING PROCEDURES

Campus Security instigates an unannounced evacuation fire drill each semester in all campus buildings to test the emergency evacuation procedure. The purpose of the evacuation drill is to educate and train the occupants of the buildings and make them aware of the locations of emergency exits. Building occupants also receive instruction on the direction they should travel when exiting the facility, and become aware of fire issues specific to their building. The campus Security Coordinator monitors the evacuation drills to evaluate egress and to time how long it takes to evacuate the building and get all occupants to a safe location. Fire alarms alert the campus community of possible hazards. When a fire alarm sounds, it is mandatory that all occupants evacuate the building. Occupants must use the stairs to evacuate the building. If an individual is caught in the elevator, push the red emergency button. The emergency phones in the Library and Student Services elevators are programmed to ring at the Library circulation desk. The Science Center elevator is programmed to ring at a monitoring station. The monitoring station will contact campus Security or the ADPS.

SHELTER-IN PLACE PROCEDURE

Shelter-in-place means to make a shelter of the building that you are in or get into the building closest to you. Follow the steps below:

1. Move to an interior room preferably one without windows.
2. Shut and lock all exterior doors and windows.
3. Turn off air conditioners, heaters and fans.
4. Close ventilation vents.
5. Make a list of people in room with you and call it into switchboard (439-3600).
6. Wait for further instruction.

LOCAL POLICE DEPARTMENT

NMSU-A contracts with the City of Alamogordo to have a local Department of Public Safety Police Officer stationed on campus during the Fall and Spring semester, Monday through Thursday, 5:30 pm—10:30 pm. If you are a victim of a crime or are witnessing a crime in progress at NMSU-A, report it immediately to the Alamogordo Department of Public Safety by calling 8-911. For non-emergencies that require police assistance, call 439-4300.

ACCESS TO CAMPUS FACILITIES

NMSU-A is an open campus. However, all campus buildings and grounds are closed to students, staff, faculty and community members from 11:00 pm to 5:00 am. All buildings are alarmed and the appropriate authorities will be notified and respond accordingly if an alarm sounds.

MAINTENANCE OF CAMPUS FACILITIES

The facilities and grounds are maintained to minimize conditions that might pose a danger. All buildings are in compliance with ADA regulations.

Please report all malfunctioning lights and unsafe conditions to the Facilities Department at 439-3600 or via e-mail at problemnmsua@nmsu.edu or safetynmsua@nmsu.edu

EDUCATION PROGRAMS

The NMSU-A campus does not currently offer crime prevention programs. We do, however, encourage faculty and staff to contact the NMSU Las Cruces Police Department (575-646-3311) for information about existing programs offered at the NMSU Las Cruces Campus.

The NMSU Las Cruces Police Department offers the following Safety Programs:

- Personal Self Defense and “Fight Like a Girl”
- Pepper Spray
- Operation Identification
- Traffic Safety Issues
- Rape Awareness and Prevention
- Alcohol and Drug Awareness
- Dealing with Difficult People and Violence in the Workplace
- Emergency Preparedness and Community Emergency Response Team
- First Aid and CPR
- RAD Kids

ALCOHOL AND DRUG POLICIES

NMSU explicitly prohibits the unlawful use, possession, sale, or distribution of alcohol or controlled substances by all students and employees. Any violation of applicable local, state and/or federal law is considered to be a violation of this institution’s policies. Staff and/or students will be disciplined if their use of alcohol threatens to create disorder, public disturbances, danger to themselves or others, or property damage. Students who have not yet reached legal age are prohibited from purchasing, using, and/or possessing alcohol.

Educational Programs for Alcohol and Drug Abuse

Any student who may have an alcohol or drug problem is encouraged to obtain confidential and voluntary counseling and/or treatment. In Alamogordo there are several resources for help: Otero County Council on Alcohol Abuse and Alcoholism, The Counseling Center, and Alamogordo Mental Health Services. Referral services are also available on campus. Students should contact the Student Services office (439-3716) for information and confidential referral.

CRIME STATISTICS

The annual crime statistics are a compilation of reports generated from the ADPS, the NM State Police, the Otero County Sheriff's Department, campus CSA's and the Campus Security Office Incident Reports. Crime statistics reported to any of these sources are recorded in the calendar year the crime was reported. All statistics are gathered, compiled, and reported to the campus community via this report entitled "Annual Security and Fire Safety Report" which is published by the Office of Facilities Management (OFM). The Facilities Director and the Security Coordinator submit the annual crime statistics to the Department of Education. The statistical information gathered by the Department of Education is available to the public through the Department of Education website.

NMSU-A CRIME STATISTICS

Murder	2010	2011	2012
On Campus	0	0	0
Off Campus - Public Property	0	0	0
Sexual Assault			
On Campus	0	0	0
Off Campus - Public Property	0	0	0
Robbery			
On Campus	0	0	0
Off Campus - Public Property	0	0	0
Aggravated Assault			
On Campus	0	0	0
Off Campus - Public Property	0	0	0
Burglary			
On Campus	2	0	1
Off Campus - Public Property	0	0	0
Motor Vehicle Theft			
On Campus	0	0	0
Off Campus - Public Property	0	0	0

Off Campus Public Property is defined as public property that immediately borders and is accessible from the campus. For example, a sidewalk that borders the campus, the public street along the sidewalk, and the sidewalk on the other side of the street.

Crime Statistics Continued..

	2010	2011	2012
Arson			
On Campus	0	0	0
Off Campus - Public Property	0	0	0
Alcohol Violations			
On Campus	0	0	0
Off Campus - Public Property	0	0	0
Campus Disciplinary Referrals	0	0	0
Campus Disciplinary Sanctions	0	0	0
Drug Violations			
On Campus	0	0	0
Off Campus - Public Property	0	0	0
Campus Disciplinary Referrals	0	0	0
Campus Disciplinary Sanctions	0	0	0
Weapons Violations			
On Campus	0	0	0
Off Campus - Public Property	0	0	0
Campus Disciplinary Referrals	0	0	0
Campus Disciplinary Sanctions	0	0	0

Hate Crimes

There were no reported hate crimes for the years 2010, 2011, or 2012.

ANNUAL FIRE SAFETY REPORT

Fire Protection Equipment and Systems

NMSU-A contracts with local experts for the annual inspection and testing of fire evacuation equipment, including automatic fire detection systems, fire extinguishers and fire sprinkler systems. A fire drill is conducted in each building twice per year.

Bldg	Fire Alarm Monitor	Fire Extinguisher	Partial Sprinkler	Full Sprinkler	Evac Plans	Fire Drills	Smoke Detector
ProTech	X	X			X	X	X
Art	X	X			X	X	X
PPD	X	X			X	X	X
Theater	X	X	X		X	X	X
SC	X	X		X	X	X	X
SS	X	X			X	X	X
CB	X	X			X	X	X
Science	X	X			X	X	X
Health	X	X			X	X	X
Faculty	X	X			X	X	X
ASC	X	X			X	X	X
Gym	X	X			X	X	X
ABE	X	X		X	X	X	X
ATC	X	X		X	X	X	X
Library	X	X			X	X	X

NMSU-A is a non-residential campus. NMSU-A has had zero incidences of building fires.

PROCEDURES FOR STUDENTS AND EMPLOYEES IN THE EVENT OF A FIRE

If the fire alarm sounds, remain calm and immediately evacuate the building to the nearest exit.

If you observe smoke or a fire and the alarm is not sounding, leave the building immediately. While doing so, attempt to find the nearest pull stations and activate the fire alarm if possible. Close doors behind you if safe and possible to do so. Do not use elevators. Call ADPS at 8-911 to report fire.

If the fire is small, use fire extinguisher to put it out.

MISSING STUDENT

NMSU-A does not have any policies that addresses missing students since we are a non-residential campus.

SEXUAL MISCONDUCT POLICY

NMSU-A will not tolerate sexual misconduct of any kind as defined herein:

Forced Sexual Contact - Any harmful, insulting or non-consensual verbal or physical contact of a sexual nature with another person (including touching, fondling, exposure, disrobing, etc.) that is accomplished toward another without his/her consent including any such act accomplished by means of actual or implied force, threat, coercion, or helplessness. Forcing or intimidating a person to touch another's intimate parts shall also constitute sexual contact.

Forced Sexual Penetration – Intercourse (vaginal penetration); sodomy (anal penetration); oral copulation (oral-genital contact); or penetration with any object (including a finger), by the use of force, threats, coercion, or by taking advantage of a victim's helplessness.

A student charged with sexual misconduct, including acquaintance or date rape, can be prosecuted under New Mexico criminal statutes and disciplined under the Student Code of Conduct. Even if the law enforcement authorities choose not to prosecute, the University can pursue disciplinary action.

A violation occurs when there is participation in any kind of sexual misconduct by a student individually or in concert with others. Since the University hopes to educate students in order to prevent violations, students should understand that:

A. Forced sexual penetration or other unwanted forced sexual contact is defined as sexual misconduct whether the assailant is a stranger or an acquaintance of the victim.

B. Alcohol and/or drug use, intoxication, or any impairment of the accused, does not absolve responsibility for sexual misconduct.

C. In situations where the victim is incapable of giving consent, or is unable to resist sexual advances due to alcohol/drug use or other impairments, the accused will be held responsible for sexual misconduct.

D. Force or coercion is defined as: 1) The use of physical force or physical violence; or 2) The use of threats, including but not limited to physical threats, abduction, extortion or retaliation directed against the victim or another when the victim believes that there is an ability to execute such threats; or 3) The use of verbal comments or non-verbal behaviors/gestures to intimidate the victim or another when the victim believes that there is a present ability to execute such threats.

E. Threat is defined as an expression of intention to hurt, destroy, or punish the victim or another. Where there is cause to believe that the University regulations prohibiting sexual misconduct have been violated, the University will initiate disciplinary action. Accusations

of sexual misconduct will be investigated by the Vice President for Student Success. If evidence is available to indicate that a student is guilty of sexual misconduct, or if guilt is admitted, the penalty for such misconduct may be as much as disciplinary suspension, dismissal or expulsion.

Guidelines for Reporting a Sex Offense.

If you are a victim of a sexual offense:

- Get to a safe place as soon as you can.
- Report the assault to ADPS at 8-911 or report the assault to Campus Security at 439-3634. Security will contact the Vice President for Student Success who will provide counseling options and advise other University Administrators.

Option to Notify Authorities

- Report the assault to ADPS at 8-911
- Report the assault to Campus Security at 575-439-3634
- Report the assault to the Vice President for Student Success.

Counseling Options Available

Student confidentiality requests will be honored. With the victim's permission, a university administrator can file a report on the details of the incident without revealing the identity. The purpose of a confidential report is to comply with the wish to keep the matter confidential, while taking steps to ensure the future safety of the victim and others.

- The Counseling Center (services are free) at 1900 East 10th Street. 575-439-7-7404
- National Sexual Assault Hotline 1-800-656-4673
- Local Sexual Assault Hotline 437-7404 (prompt 2)

Accommodations For Victims

Accommodations will be handled on a case-by-case basis.

Procedure for Campus Disciplinary Action for Sexual Offense

If you have been sexually assaulted by another student or group of students and are considering University action, you are encouraged to discuss the matter with the Vice President for Student Success. This will allow you the chance to review the procedures should you decide to file a formal complaint through the University disciplinary/judicial system. This discussion does not obligate you to pursue official action.

If you decide to take part in the University adjudication process, you should contact the Vice President for Student Success. Charges may either be filed directly by you or by the University on the basis of your written statement. Such a charge would be handled in accordance with the procedures relating to Violations of the Student's Code of Conduct regulations. Students found to have committed a sexual assault could be suspended or expelled. Pursuant to the University's disciplinary procedures, both the accuser and accused are entitled to have an advisor or support person present during the hearing.

Finally, in accordance with federal regulations, both the accuser and accused must be informed of the outcome of institutional disciplinary proceedings.

If you have been sexually assaulted it is important that you contact the Vice President for Student Success (439-3716) or Campus Security (439-3634).

Dr. Juan Garcia, VP for Student Success is also the Title IX

Coordinator. Dr. Garcia's office is located in Room 214 of the George Fettinger Student Services Building. His phone number is 575-439-3716.

SEX OFFENDER REGISTRY

A registry of convicted sex offenders is maintained by the State of New Mexico, and is available on-line at

<http://www.nmsexoffender.dps.state.nm.us>.

Any convicted sex offender who is a student or employee of NMSU is required to register with the Vice President for Student Success.

Programs at New Mexico State University Alamogordo are available to all students without regard to age, ancestry, color, disability, gender, national origin, race, religion, sexual orientation, or veteran status.

New Mexico State University Alamogordo ofrece programas educativos, actividades, materiales sin discriminación basada en edad, color, discapacidad, identidad o expresión de identidad sexual, origen nacional, raza, religión, sexo, orientación sexual, o estado de veterano.

