

Eastern New Mexico University

ENMU Roswell Branch Campus (Roswell, NM)

2018

Annual Security and Fire Safety Report



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A MESSAGE FROM THE ENMU SYSTEM CHANCELLOR



At Eastern New Mexico University, we are committed to providing a safe and secure learning and working environment for our students, faculty and staff. We are committed to transparency, and the 2018 Security and Fire Safety Report is our demonstration of this openness.

This year's report is a compilation of data relating to the safety and security of our campus. This publication also should serve as a reminder that no place in our world is completely free of crime or unsafe conditions. We should all be vigilant and aware of potential problems we may encounter.

We at Eastern, commend the services provided by the ENMU-Roswell Security Department, as they are vigilant in maintaining a safe learning and work environment. I encourage all members of the ENMU campus community to examine the 2018 Security and Fire Safety Report and dedicate themselves to the never-ending task of maintaining a safe and secure campus environment.

Dr. Jeff Elwell | ENMU System Chancellor

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ANNUAL SECURITY AND FIRE SAFETY REPORT

The ENMU-R Safety/Security office, in cooperation with other University offices such as Special Services, Student Services, Human Resources, and other security authorities, prepares this report annually by October 1st of each year to comply with the Jeanne Clery Disclosure of Campus Security Policy and Campus Crime Statistics Act (Clery Act). Each of these organizations provides crime data, updated policy information, educational efforts, student services and information about crime prevention for this report to comply with the act.

This report contains statistics covering the previous three years concerning campus security, fire safety and policies regarding sexual assault, alcohol and drug use. This report is distributed to every member of the campus community through the ENMU-R web page, which can be found at www.roswell.enmu.edu/campus-security.

Anyone, including prospective students and employees, may obtain a paper copy of this report by contacting the ENMU Security Department at 575.624.7180 or 575.624.7181. For more information on the Jeanne Clery Disclosure of Campus Security Policy and Campus Crime Statistics Act, please visit the Clery Center for Security on Campus at clerycenter.org.

ENMU-R SAFETY/SECURITY DEPARTMENT

The ENMU-R Campus Safety/Security Department reports to the Vice President for Student Affairs. The ENMU-R Safety/Security staff consists of the Director of Security, Safety/Security Operations Officer/ Fine Arts Risk Manager and University Security Officers.

Campus Security serves as a deterrent to ENMU-R rule violations, which are outlined in the ENMU-R Student Handbook. The department may be involved in the investigation of reported violations of the student code of conduct. Security personnel assist with the investigation of personal injury incidents/accidents that may occur on properties owned or controlled by ENMU-R. The findings of these investigations are provided to the Vice President for Student Affairs. Security officers oversee facility security and assist the campus community by issuance of parking decals, campus identification cards, facility access cards, motorist assists, and safety escorts.

The ENMU-R Safety/Security Department provides safety and security services with an officer on duty 24 hours per day, seven days per week. Business hours for the office only are Monday-Thursday, from 8 a.m. to 10 p.m. and from 8 a.m. to 12 p.m. on Friday's, excluding ENMU-Roswell holidays, closures and delays. The security department can be contacted at any time at 575.624.7180 or 575.624.7181.

ENMU-R Safety/Security Department Services

- Respond to all police, fire and medical emergencies on campus
- Assist victims of crime by referring them to the appropriate resources for support
- Assist individuals by providing emergency First Aid, as needed
- Monitor alarms of panic, fires and intrusion
- Provide University identification cards and access control to faculty and staff
- Provide parking decals and information in accordance with University policy
- Provide safety escorts as requested for faculty, staff, students and visitors
- Maintains both the Daily Crime Log and Fire Safety Log
- Performs Risk Management investigation and reporting
- Facilitate trainings regarding fire safety, active shooter and personal safety

Working Relationships with Other Law Enforcement Agencies

The ENMU-R Safety/Security Department maintains a close working relationship with all law enforcement agencies. The most predominate are the Roswell Police Department, Chavez County Sheriff's Office and New Mexico State Police. Primarily the Roswell Police Department are the first responders to criminal incidents and investigations. Assistance and cooperative efforts are also shared with the Chavez County Sheriff's Office and the New Mexico State Police. All law enforcement requirements are referred to these entities.

HOW TO REPORT A CRIME OR EMERGENCY

**DIAL 911 FOR ANY POLICE, FIRE OR MEDICAL EMERGENCY, THEN CONTACT SAFETY/SECURITY
AT 575.624.7180 or 575.624.7181**

The ENMU-R Safety/Security Department will respond to all reported crimes and emergencies that occur on campus and ensure that an appropriate emergency response is requested. Prompt reporting enhances campus safety and security. The ENMU-R Safety/Security Department operates 24 hours per day, 7 days per week regardless of holidays or campus closures. Business operations for the office are on Monday through Thursday, from 8 a.m. to 10 p.m. and Friday from 8 a.m. to 12 p.m. All reports can be made by dialing 575.624.7180 or 575.624.7181. For all emergencies, dial 911, then immediately contact Campus Security. If several incidents are generated at or around the same time, priority is given to reports of incidents that are a threat to human life and/or disrupt the peace and mission of ENMU-R.

When to Call 911

- If someone is injured or ill
- If you see fire or smell smoke
- If you see someone being hurt
- If you see anything suspicious
- If you see someone stealing or damaging something
- If you see a drunk driver
- Any other emergency

Call quickly! Do not assume someone else has made the call. Try to provide the dispatcher with accurate and detailed information about the problem. Your information will be relayed to the emergency personnel who are on their way to assist. If you are reporting a medical problem, ask someone to monitor the victim's condition so you can relay the information to the dispatcher. Then immediately contact Campus Security at 575.624.7180.

Voluntary, Confidential Reporting

The ENMU-R Safety/Security Department encourages the reporting of all crimes. Without these reports, crime trends and problem areas on campus cannot be identified. The ENMU-R Safety/Security Department encourages anyone who is the victim or witness of any crime to promptly report the incident to the police. If you are a victim of a crime within the University's jurisdiction and do not want to pursue action within the criminal justice system or the University's judicial system, you are still encouraged to report the incident confidentially to a University official so it can be included in the annual statistics.

Pastoral and professional counselors, when acting as such, are not required to report crimes for inclusion in the annual crime statistics. Pastoral and professional counselors are encouraged, if and when they deem appropriate, to inform persons being counseled of the procedures to report crimes on a voluntary, confidential basis for inclusion in the annual crime statistics.

You can contact the ENMU-R Safety/Security Department at 575.624.7180 to report a crime anonymously. Incident reports will be generated from anonymous reports regarding criminal activity and it will be included in our campus criminal activity statistics. Reports received from anonymous sources that are criminal acts will be reported to the appropriate law enforcement authority for investigation.

You can also report crimes/incidents anonymously by calling the Chavez County Crime Stoppers at 1-888-594-TIPS (8477), which allows for anonymous reporting on non-recorded phone lines. This organization assists local law enforcement agencies in the fight against crime.

Please understand that University officials can only provide confidentiality to the extent allowable by law and University policy. Information related to administrative investigations will only be distributed on a "need to know" basis.

It is important for employees, students and visitors of the ENMU-R campus to report criminal activity, suspicious activity or emergency situations. Failure to report such observations can inhibit the issuance of timely warnings, emergency notifications and the safety of others.

TIMELY WARNINGS AND EMERGENCY MANAGEMENT

Eastern New Mexico University-Roswell is committed to providing a safe and healthy environment for the faculty, staff, students and visitors. ENMU-R strives to provide the campus community with information regarding campus emergency situations in the timeliest, effective and accurate manner possible under the circumstances.

Multiple notifications to the campus community are made through a coordinated effort of University departments. These methods include, but are not limited to:

- The all-campus e-mail system
- The ENMU-R intercom phone system
- The ENMU-R Emergency Alert System (Everbridge)
- The ENMU-R website (**roswell.enmu.edu**)

Anyone with information warranting a timely warning or emergency notification should report the circumstance to the ENMU-R Safety/Security Department, by phone at 575.624.7180 or in person at 5 Mars Road.

Determining the Need for a Timely Warning

Timely warnings will be issued for criminal activity that represents an on-going threat to the campus community. Eastern New Mexico University-Roswell will determine the need for a timely warning and employ the appropriate communication methods to notify the University community of an emergency or threat immediately.

Determining the Content of a Timely Warning

The content of a timely warning must be short, concise, understandable and location specific. If necessary, multiple messages may be sent to explain a situation. An emergency message will include information that would enable members of the University community to take appropriate actions to protect themselves.

Disseminating Information to the Campus Community

All Alert messages will be sent to all campus members and visitors who were automatically signed up and/or who have signed up for the alert services and to all roswell.enmu.edu email accounts. Although the alert may not pertain to all campus members, the University has decided that a campus-wide notification best serves the needs of the University community. Registration for the ENMU-R Alert system will be incorporated in the new student registration process and faculty/staff in-service.

EMERGENCY MANAGEMENT

The ENMU-R Emergency Operations Plan (EOP) is available to students, faculty, staff and visitors at roswell.enmu.edu/campus-security. This document has useful information regarding ENMU-Roswell's operations during an emergency event.

Important resources related to emergency management can also be found on the Federal Emergency Management Agency (FEMA) website at FEMA.gov. There you can search items related to emergency management which include, but are not limited to tornados, thunderstorms, active shooter and flooding.

WHAT TO DO IN AN EMERGENCY

Fire Alarms

If you hear a fire alarm, you must leave the building immediately. In multi-story buildings, do not use the elevator; exit via the stairway. Be cooperative with all staff members and other authorities. Do not re-enter the building until you are given permission to do so by a security officer, police officer, firefighter or building representative.

Bomb Threat

If you receive a bomb threat or hear of a bomb threat, notify the police immediately by dialing 911. Be as specific as possible when relaying information to dispatch about what the caller said, how they sounded, background noise, etc. Evacuate on your own or as instructed.

Severe Weather

One of the best sources for weather in Chavez County is the National Weather Service, at weather.gov. Call 911 for any situation requiring emergency medical assistance on campus and relay necessary information to a dispatcher.

Motor Vehicle and Bicycle Crashes

State statutes require that the police are notified of any motor vehicle crash resulting in injury or property damage in excess of \$500. Individuals failing to report can be criminally charged and delayed crash reports may limit law enforcement response.

Medical Emergencies

Call 911 for any situation requiring emergency medical assistance on campus, then campus security and relay necessary information to a dispatcher.

Active Threat/Shooter

ENMU-R understands that active threat/shooter situations are unpredictable and evolve quickly. ENMU-R has adopted the “RUN / HIDE / FIGHT” system for students, faculty, staff and visitors. This system utilizes ideas that allow for the affected person to make the best decision possible based upon the information provided or known at the time. For more information, please review the Emergency Operation Procedures (EOP) at roswell.enmu.edu/campus-security.

**For Police, Fire or Medical Emergency, Dial 911. Then immediately call
Campus Security at 575.624.7180**

EVACUATIONS

When notice is made to evacuate a building, leave the building right away in an orderly manner using established evacuation routes and stairs. **Do not** use the elevators. Take immediately available personal items with you (i.e. necessary medications, purses, backpacks, etc.), as these items may not be available to you for some time. **Do not** go back into a building to retrieve personal items. Go to your pre-determined gathering point or remain at a distance of at least 500 feet from the building. Follow all orders from authorized persons. **Do not** re-enter the building until directed to do so by emergency response personnel.

On campus student housing facilities have evacuation procedures posted throughout all dormitories; this includes stairwells, exits, elevators and hallways. Evacuation maps are also hung on the inside of the door in every individual dormitory room.

Additional information regarding evacuations of campus buildings and/or campus properties can be found in the ENMU-R Emergency Operations Procedures at roswell.enmu.edu/campus-security or by requesting a copy from the ENMU-R Safety/Security Department.

If You Discover Fire, Smoke Or Hear The Fire Alarm

- Leave the building immediately via the stairs. Do not use the elevator.
- Do not risk your life to fight a fire! Toxic gases, smoke and oxygen deficiency may be present during a fire.
- Once you are outside, get away from the building.
- Witnesses to a fire or fire alarm activation should call 911.
- Remain outside the building until the “ALL CLEAR” is given by the Roswell Fire Department, ENMUR Security. Silencing of the alarm does not constitute as an “ALL CLEAR.”

DRILLS AND EXERCISES

Important University information may be sent out via the ENMU-R Alert system such as University closures or delays. This is done to ensure the messaging system is operational and tested. Testing of emergency alerting systems may be conducted at random to ensure that all systems are operational and tested.

Safety on Campus

While the ENMU-R campus is generally quite safe, it is not isolated from the problems of personal safety, theft and other crimes. Everyone on the University campus is expected to obey the laws of the state of New Mexico as well as all the rules and regulations of the University. If you would like additional information about safety and security, you are encouraged to contact the ENMU-R Safety/Security Department at 575.624.7180 or 575.624.7181.

Most campus buildings and facilities are accessible to members of the campus community, guests and visitors during normal business hours, Monday through Friday, excluding holidays and University closures. Certain facilities may also be open for designated periods of time during weekends and holidays. Exterior doors on campus buildings are locked and secured every evening by ENMU-R personnel. There are some exceptions, such as instances when authorized personnel request certain doors remain open for special events.

The ENMU-R Safety/Security Department is ever vigilant to identify areas of concern with respect to building security, lighting, landscaping and other potential safety and security issues. Lighting and safety hazards identified during routine patrol of the campus are forwarded on an ongoing basis to the ENMU-R Physical Plant. We encourage community members to promptly report any security concerns to ENMU-R Safety/Security at 575.624.7180. Employees of ENMU-R are also strongly encouraged to report issues related to maintenance (such as lights being out, broken sprinklers, faded curb paint, etc.) to a supervisor so a work order can be placed with the ENMU-R Physical Plant to have the issue properly addressed.

Access to Facilities

Students, faculty, & employees at ENMU-Roswell have access to instructional, recreational, & administrative buildings, as well as the public areas of campus housing during normal business hours with a current ENMU-Roswell campus ID card. Facilities are locked after normal business hours however they may be accessed by contacting Security personnel, but will require authorization prior to gaining entry. Use of facilities after normal working hours is restricted and requires special advance authorization. The general public are encouraged to attend continuing education, cultural, and recreational events on campus with access limited to the facilities in which the events are held.

Maintenance of Facilities

Campus lighting, illumination of buildings, parking lots, and interior walkways are used to assist in safety and visibility. Landscaping is maintained to increase visibility and eliminate potential hazards where a person(s) could conceal themselves. Security cameras are also in use around the campus, including the Swimming Pool area.

To report potential safety/security hazards call Safety/Security Department at 575.624.7180 or 575.624.7181.

Student Housing

All exterior doors of Sierra Vista Village building #1 are locked day and night. To prevent unauthorized access, residents are asked to ensure that exterior doors are not propped open or left ajar. Always be aware of people following you into the residence halls to protect you and your property.

Alcohol and drugs are strictly prohibited in the student residence halls. Individuals caught with alcohol or drugs in student residence halls may face both criminal and administrative sanctions. Such incidents may also negatively impact an individual's academic and professional future as well as their ability to receive federal financial aid depending upon circumstance.

Non-Residential Buildings

Burglars or other individual's intent on crime may target these structures. Although almost all of these buildings can be accessed by key after business hours, many are locked and alarmed after 6 p.m. It is essential that staff, faculty and students cooperate to keep closed facilities locked. To ensure that unauthorized individuals do not enter campus buildings, **do not** prop doors open or leave doors unlocked if you enter after hours. **Do not** open the door for individuals you do not know. In addition, protect the security of campus keys by reporting the loss or theft of keys or access cards to the ENMU-R Safety/Security Department at **575.624.7180** or **575.624.7181**.

Daily Crime Log

A daily log documenting all incidents reported to ENMU-R Safety/Security Department is kept in accordance with the Higher Education Opportunity Act. You will find crime information including when a crime was reported, when it occurred, the location and description of the crime. The logs can be accessed and provided to you at the ENMU-R Safety/Security Department upon request.

Crime Prevention Programs

Crime prevention means being aware of your environment and remaining alert to situations that could make you vulnerable to crime. There are a number of resources throughout the University campus to enhance the safety and well-being of students, faculty, staff and visitors. Each semester, the ENMU-R Safety/Security Department presents crime prevention information to incoming students. This is done during orientation and upon special request. These sessions cover topics that range from alcohol and drug use, sexual assault and personal and property safety. Additionally, each month the University produces a magazine titled “The Grapevine” which will have an article on safety, created by the safety/security department. The ENMU-R Safety/Security Department is committed to meeting the needs of the community by presenting these programs. To schedule a crime prevention program, contact the ENMU-R Safety/Security Department at 575.624.7180.

Protect Yourself Through Prevention

We cannot list specific measures that will protect you from every threatening situation that may arise. However, we hope to teach you how to think “crime prevention” in day-to-day living. The suggestions presented should not be thought of as a list of crime prevention measures, but rather as examples of common-sense behavior that will help you to make life safer and more secure.

- **Lock the door** to your apartment or residence hall when you are alone, asleep or out of the room.
- **Do not open your door** to strangers. If your door has a peephole, use it to identify visitors before allowing access. Report any problems with your door’s security devices immediately to your hall director or apartment manager.
- **Do not give your name**, address, phone number or other personal information to strangers. If you have your name published in the local telephone directory, use only initials and do not list your address.
- **When going out**, let your roommate(s), a friend or a staff member know where you are going, with whom, and when you expect to return. If you choose to stay out later, call that person and let them know.
- **At night, travel with others** in well lighted areas. Avoid taking shortcuts through dark or deserted areas.
- **Utilize services** which provide added safety. There are safe, free and easy ways to travel between ENMU-R buildings and parking lots during the evening hours. The ENMU-R Safety/Security Department will escort you to your vehicle if you feel unsafe. The ENMU-R Safety/Security Department can be reached at 575.624.7180 or 575.624.7181.
- **Walk facing traffic** whenever possible. This increases awareness of potential traffic hazards and also reduces the possibility of being followed by someone in a vehicle. Avoid walking by the curb near buildings or shrubbery. Walk in the middle of the sidewalk with confidence and don’t be afraid to make eye contact or look at suspicious individuals you encounter.
- **If you feel threatened** or suspect that you are being followed, call 911 and walk toward lighted areas where there are people. Look over your shoulder frequently. This lets the follower know that you are aware of both his/her

presence and your surroundings. With current technology, it may be possible for you to discretely record this encounter with audio and/or video.

- **Drugs and alcohol** can severely impact your ability to think critically to protect yourself. They can also lower your inhibition and make you vulnerable. The best option is to abstain from using any drugs or alcohol.
- **Lock your car** and take the keys with you. Many car burglaries and thefts occur because the owner did not take time to secure the car. Don't make your car a target of opportunity.
- **When riding in a car**, keep the doors locked. Park in the most lighted area you can find. Upon returning to your car, have your keys ready as you approach your vehicle. Check the back and front seats to make sure that the car is empty before you get in.
- **Do not park in isolated**, dark places if these areas can be avoided. Park where there are people around and where the car will be lighted.
- **Do not leave valuable items** unattended in your car. If you must leave valuable items in your car, place them in the locked trunk.
- **Do not pick up hitchhikers** and do not hitchhike.

Rules for Safety and Security in Student Housing

The following are examples of some important rules designed to enhance the safety and security of residents:

- **During night hours**, always leave and enter through the main entrance.
- **Never let guests** into the building through any door other than the main entrance.
- **Never admit uninvited non-residents** into the building.
- **Do not** let strangers into the building as your guests.
- **Report any suspicious unescorted person or stranger** immediately.
- **Do not lend the keys** to your room, proximity device or your student identification card to anyone.
- **Under no circumstances should you prop open** any exterior door. Although it may seem harmless and convenient, you are endangering both yourself and everyone else. The exterior doors are locked for your safety. Interior fire doors should not be propped open as well. Doing so eliminates their effectiveness in preventing the spread of fire or smoke.
- **Never go onto the top of buildings or ledges** outside your window. Seemingly, harmless activities can lead to unforeseen injury or damage.

In Public Areas

- **Never leave your bicycle unlocked and unattended.** The ENMU-R Safety/Security Department recommends that bicycles be secured with an oversized “U” shaped bicycle lock.
- **Engrave your bicycle or moped** with a personal identification number such as a driver’s license number and keep a record of it with a description of the bike and serial number.
- **Do not leave personal property unattended** in public areas, such as the library, the Campus Union and classrooms.
- **Do not carry more cash** than you need. Avoid “flashing” your cash in public.
- **Be careful what you carry together.** Do not carry both your identification and checks together in your wallet. Keep them separate. Also, do not write your PIN number down in your wallet or on your card.
- **Carry your purse or backpack** close to your body, and keep a tight grip on it.
- **Mark items** you normally take to class, such as textbooks, backpacks and calculators with either your name or personal identification number such as a driver’s license number.
- **Keep a list** of your credit cards, identification cards and checking account numbers. If they are stolen or lost, you will be able to provide the information to proper authorities.

Sexual Assault/Harassment Investigation and Prevention

ENMU-R will NOT tolerate sexual misconduct of any type, either by staff or students and will take all steps to support the criminal prosecution of persons involved in these types of activities.

ENMU-R has established policies concerning sexual harassment covering all employees and students. This policy can be found in both the Employee handbook and the Student handbook. These handbooks outline the procedures that students and employees should follow should they become the victim of a sexual assault or harassment situation.

ENMU-R ensures that all allegations of sexual assault reported to the department are reported to the appropriate authority. The ENMU-R Safety/Security Department will assist the victim with notification and reporting to the proper law enforcement agency. When a report of sexual assault is received, an officer will immediately be dispatched to seek medical attention for the victim, investigate the crime and provide other assistance as needed. ENMU-R utilizes the resources of the University support-counseling network and other off-campus entities to assist victims. Victims of sexual assault who choose not to report incidents to law enforcement are still encouraged to utilize both University and non-University support services.

Reporting Sexual Assault

When Reporting Sexual Assault to the Police, Victims of Sexual Assault Should:

- Immediately go somewhere safe and report the crime by dialing 911 or contact ENMU-R Security at 575.624.7180 or 575.624.7181.
- Tell the dispatcher if immediate medical attention is needed.
- Refrain from washing, bathing, showering or douching.
- Refrain from washing clothes or other items worn/used during the sexual assault.
- Show the officer where these items are located upon his/her arrival.
- Give a detailed depiction of the incident to assist officers with their investigation.

It is the victim who will decide if he/she wishes to pursue criminal charges. However, the University will investigate all reports of sexual assault. All members of the University community are encouraged to report incidents of sexual assault or abuse to the police. Our primary concern is for the victim's immediate and long term well-being.

If the victim/reporting party does not wish to involve law enforcement, assistance and resources are available through the University to assist with counseling.

Additional information can be found online at roswell.enmu.edu/title-ix.

Academic and Living Situations

By notifying the Vice President for Student Affairs, the victim of an alleged sexual assault has the option to modify or change their academic and living situations, if those changes are reasonably available. The Vice President for Student Affairs or their designee will assist victims of sexual assault with notification of law enforcement authorities.

Procedures for Campus Discipline for an Alleged Sexual Assault

Procedures for campus disciplinary action for an alleged sexual assault are located in the Eastern New Mexico University-Roswell Student Handbook. The student disciplinary procedures provide the accuser and the accused with the same opportunities to have other persons present during a disciplinary proceeding. Additionally, both the accuser and the accused will be informed of the outcome of any University disciplinary proceeding alleging sexual assault. The Vice President for Student Affairs or their designee may impose one or more of the following until an administrative investigation is completed.

- Mutual no-contact orders
- Temporary or location specific criminal trespass warnings
- Other safety and prevention steps as necessary under existing University rules

The Vice President for Student Affairs or their designee may impose one or more of the following sanctions for violations of the Student Code of Conduct including sexual assault.

- Expulsion
- Suspension
- Degree revocation
- Probation
- Warning
- Administrative hold on documentation in the Office of the Registrar
- Restricted access to University property
- Restitution
- Notation on transcript
- Other sanctions permissible under existing University rules

New Mexico Sex Offender Registry

The New Mexico Department of Public Safety operates a website where registered sexual offenders are listed by location. Should you wish to inquire whether a registered sexual offender is residing near the campus or your residence, go to (roswell.enmu.edu/campus-security) a link to the Sex Offender Registry is available there.

Victims' Rights

A victim in the state of New Mexico has a legal right to be treated with fairness, respect and dignity and to be free from intimidation, harassment or abuse throughout the criminal or juvenile justice process. All state, county and municipal criminal justice agencies and courts in New Mexico are required to perform certain duties to ensure your rights.

ENMU-R Victims' Bill of Rights

Victims of domestic violence and/or sexual assault will have the right to the following:

- Reasonable changes to academic and living situations
- Referral to counseling, victims' advocacy and other resources
- Assistance in notifying law enforcement
- The same opportunity as the accused to have others present at any disciplinary hearing(s)
- Unconditional notification of the outcomes of hearings, sanctions and terms of sanction in place
- Opportunity and assistance to speak or the choice not to speak to anyone regarding the incident or outcome
- Confidentiality to the extent allowable by law and University policy

Sexual Violence Prevention Training

Eastern New Mexico University has incorporated sexual violence prevention training into the new student orientation packet. Additional training is provided to faculty and staff during annual in-service. The ENMU-R Safety/Security department also provides trainings as requested.

Policies and Programs Concerning Alcohol and Drugs on Campus

Eastern New Mexico University-Roswell is a drug and alcohol free institution. The possession of alcohol and/or drugs is prohibited. Any violation of this policy may result in the appropriate law enforcement agency being notified for the filing of criminal charges and/or administrative disciplinary actions by the university. This includes the usage, sale, possession, distribution, intoxication and consumption of these substances on University property. ENMU-R also has a drug-free workplace policy. Offenses concerning alcohol and drugs are taken seriously at ENMU-R and will not be tolerated.

Members of the campus community are provided with an Alcohol and Drug Prevention Handbook, which contains policies and procedures applicable to alcohol and drug usage. Information regarding this subject is also available in the ENMU-Roswell Student Handbook. Which can also be accessed on the ENMU-Roswell website.

Alcohol on Campus

New Mexico law prohibits the possession of alcoholic beverages by individuals under 21 years of age. In the state of New Mexico, it is a 4th degree felony to sell, serve or give alcoholic beverages to any person under 21 years of age. The consumption of alcoholic beverages on University property is prohibited unless otherwise specified by University policy. The following acts are prohibited on University premises or at university sponsored activities:

- Distribution, possession or use of any alcoholic beverage
- Providing alcoholic beverages to individuals less than 21 years of age, or possession of alcoholic beverages by individuals less than 21 years of age
- Unlawful possession of an open container of an alcoholic beverage, driving under the influence of alcohol, driving with an open container and drinking in an unauthorized area

Driving While Under the Influence of Intoxicating Liquor or Drugs (DWI)

Criminal and potential administrative sanctions also apply to those individuals who operate a motor vehicle while under the influence of intoxicating alcohol or drugs. A person with a blood alcohol content (BAC) or breath alcohol content (BrAC) of 0.08 or greater is presumed to be impaired under state of New Mexico law. It is important to understand an individual can be convicted of DWI in the state of New Mexico with a BAC below a 0.08. Anyone driving with a blood alcohol content (BAC) of .16 or higher is subject to being charged with aggravated DWI and enhanced sentencing if convicted.

Drugs

The production, distribution and use of drugs are strictly regulated by federal, state and local laws. Criminal sanctions imposed for violations are stringent. The possession of marijuana in any amount may result in criminal prosecution. Secondary civil consequences also may result from criminal drug violations. Property associated with the criminal acts (including homes and vehicles) can be confiscated by state or federal governments. Those who are convicted of felony violations may be barred from governmental employment and from licensed professions such as law, medicine and teaching. These are not all of the drugs and alcohol related offenses and sanctions, but give a basic understanding of the serious legal and administrative sanctions that arise from unlawful possession, distribution and use of illicit drugs. Violations can result in both criminal and University disciplinary action.

Student Code of Conduct

Students who violate local, state and federal laws or University policy will be subject to violations of the Student Code of Conduct found in the Student Handbook.

Missing Student Notification Policy

ENMU-Roswell will define a student as a “missing person” if the person’s absence is contrary to the usual pattern of behavior of the student and unusual circumstances may have caused the absence of the student. Circumstances may include, but are not limited to, a report or suspicion that the missing person may be the victim of foul play, has expressed suicidal thoughts, is drug dependent, is in a life-threatening situation, or has been with or is in the company of a person(s) who may endanger the student’s welfare.

If you have good reason to believe that a resident student may be missing, immediately:

- Attempt to contact resident student who is believed to be missing.
- Contact ENMU-R Security by calling 575.624.7180, which, in turn, initiates their procedures.
- Contact the Roswell Police Department by calling 575.624.6770
- Notify the Vice President for Student Affairs, 575.624.7116

While the Clery Act reporting requirements only apply to students living in student housing, we encourage that any missing student be reported to the applicable law enforcement agency. In addition, please notify the Vice President for Student Affairs at 575.624.7116.

Missing Student Emergency Contact

Students age 18 and over or emancipated minors will be given the opportunity during each semester to designate an individual or individuals to be contacted by the college no more than 24 hours after the time that the student is determined to be missing in accordance with these procedures. A designation will remain in effect until changed or revoked by the student. In the event a student is under the age of 18 that is not emancipated and determined to be missing pursuant to the procedures listed below, the College is required to notify a custodial parent or guardian no more than 24 hours after the student is determined to be missing in accordance with the procedures.

Missing Student Procedures

The following procedures will be followed in a missing person case as soon as a student is reported missing:

- Alert Campus Security Staff, Student Services, Sierra Vista Village General Manager (if housing resident) and Community Advisors to the situation. A picture should be published and given to the staff.
- The Security Office will gather all essential information about the residential student from the reporting person and from the student's acquaintances (description, clothes last worn, where student might be, who student might be with, vehicle description, information about the physical and mental well-being of the student, an up-to-date photograph, class schedule, etc.) Appropriate campus staff will be notified to aid in the search for the student.

The following resources or persons should be contacted immediately to try and determine any points of contact with the University:

- Call missing student's cell phone and send a text message
- If Sierra Vista Village resident interview roommates, suitemates and known friends
- Look at social networking sites such as Facebook for any activity
- Check the Cafeteria to see when the last time the student's ID was scanned, if applicable
- Check with faculty members to see when the student was in class or if they have had contact
- Attempt to locate student's vehicle on campus
- Campus Security will contact area hospitals and law enforcement to see if they can provide any information

If, after an investigation by Campus Security and the Student Services Staff, the resident is determined to be missing, the Vice President for Student Affairs (or designee) will contact the student's parent or designated emergency contact person.

After parental notification, law enforcement will be called to report the person as missing. A description and picture along with any other information will be provided to law enforcement agency. Campus Security will continue assist local law enforcement in the investigation and coordinate its efforts with in full compliance with legal obligations and established police procedures.

Campus Communication Regarding Missing Students

- In cases involving missing persons, law enforcement personnel are best situated to provide information to the media that is designed to elicit public assistance in the search for a missing person. Therefore, all communications regarding missing students will be handled by outside law enforcement authorities, who may consult the college's Community Relations Office. All inquiries to the college regarding missing students, or information provided to any individual at the college about a missing student, shall be referred to the Security Office, who shall refer inquiries and information to law enforcement authorities.
- Notify the Community Relations Office and refer outside inquiries to the Community Relations Office.
- The Security Office will provide the Sierra Vista Village GM or designee timely and continuous notification of the status of the investigation until the case is closed. (If Sierra Vista resident).
- Prior to providing the community with any information about a missing student, the Community Relations Office shall consult with the Security Office and with local law enforcement authorities to ensure that communications do not hinder the investigation.

For a complete "Reported Missing Person Checklist including a form for Confidential Contact Information at the ENMUR Security webpage: roswell.enmu.edu/campus-security.

Criminal Activity Statistics

The previous 3 years of crime statistics:

Offense	Year	On-Campus Property	*Residential Facilities	On-Campus Total	Non-Campus Property	Public Property	
Murder/Non-negligent Manslaughter	2017	0	0	0	0	0	
	2016	0	0	0	0	0	
	2015	0	0	0	0	0	
Manslaughter by Negligence	2017	0	0	0	0	0	
	2016	0	0	0	0	0	
	2015	0	0	0	0	0	
Rape	2017	2	2	2	0	0	
	2016	0	0	0	0	0	
	2015	0	0	0	0	1	
Fondling	2017	1	1	1	0	0	
	2016	0	0	0	0	0	
	2015	0	0	0	0	0	
Incest	2017	0	0	0	0	0	
	2016	0	0	0	0	0	
	2015	0	0	0	0	0	
Statutory Rape	2017	0	0	0	0	0	
	2016	0	0	0	0	0	
	2015	0	0	0	0	0	
Robbery	2017	0	0	0	0	0	
	2016	0	0	0	0	0	
	2015	0	0	0	0	0	
Aggravated Assault	2017	1	1	1	0	0	
	2016	1	1	1	2	0	
	2015	5	5	5	3	0	
Burglary	2017	3	3	3	0	0	
	2016	4	4	4	0	0	
	2015	0	0	0	1	0	
Motor Vehicle Theft	2017	0	0	0	0	0	
	2016	0	0	0	0	0	
	2015	0	0	0	0	0	
Arson	2017	0	0	0	0	0	
	2016	0	0	0	0	0	
	2015	0	0	0	0	0	
VAWA OFFENSES	Domestic Violence	2017	0	0	0	0	0
		2016	1	0	1	0	0
		2015	0	0	0	0	0
	** Dating Violence	2017	*	*	*	*	*
		2016	*	*	*	*	*
		2015	*	*	*	*	*
	Stalking	2017	2	2	2	0	0
		2016	2	2	2	0	0
		2015	0	0	0	1	0

* The ENMU-Roswell controlled residential facilities are all located on campus, so the incidents taking place therein are also included in the "On-Campus Property" column.

** Pursuant to the 34 CFR 668.46(a) Definitions, and the Federal Register, Volume 79, No. 202, page 62757, Column 3, ENMU includes all cases of 'dating violence' in the statistics for 'domestic violence', as New Mexico State Statutes already include dating violence in domestic violence violations and prosecutions. As a result, there are no cases of 'dating violence' listed individually as statistics.

Offense		Year	On-Campus Property	*Residential Facilities	On-Campus Total	Non-Campus Property	Public Property
*** HATE CRIMES	Offenses Motivated by Hate	2017	0	0	0	0	0
		2016	6	6	6	0	1
		2015	4	3	4	0	0

*** ENMU-Roswell has not any incidents of reported hate crimes within the reportable period. The chart will be expanded in the event of incident occurrence.

ARRESTS	TYPE	Year	On-Campus Property	*Residential Facilities	On-Campus Total	Non-Campus Property	Public Property
	Weapons: Carrying, Possession, etc.	2017	0	0	0	0	0
		2016	0	0	0	0	0
		2015	1	0	1	0	0
	Drug Abuse Violations	2017	0	0	0	0	0
		2016	2	2	2	0	0
		2015	3	3	3	0	0
	Liquor Law Violations	2017	2	1	2	0	0
		2016	1	1	1	0	0
		2015	2	1	2	0	0

REFERRALS	TYPE	Year	On-Campus Property	*Residential Facilities	On-Campus Total	Non-Campus Property	Public Property
	Weapons: Carrying, Possession, etc.	2017	2	2	2	0	0
		2016	5	5	5	0	0
		2015	4	1	4	0	0
	Drug Abuse Violations	2017	0	0	0	0	0
		2016	9	5	9	0	0
		2015	1	0	1	0	0
	Liquor Law Violations	2017	4	4	4	0	0
		2016	2	2	2	0	0
		2015	0	0	0	0	0

Location Definitions

On Campus Property – any building or property owned or controlled by an institution within the same reasonably contiguous geographic area and used by the institution in direct support of, or in a manner related to, the institution’s educational purposes.

Campus Residential Facilities – institutions must disclose the total number of crime incidents, including those in on-campus residential facilities. These statistics are a subset of the on-campus statistics not in addition to them.

Non-Campus Property – any building or property owned or controlled by a student organization that is officially recognized by the institution; or any building or property owned or controlled by an institution that is used in direct support of, or in relation to, the institution’s educational purposes, is frequently used by students, and is not within the same reasonably contiguous geographic area of the institution.

Public Property – all public property, including thoroughfares, streets and sidewalks that are within the campus or immediately adjacent to and accessible from the campus is considered public property.

Crime Definitions

The HEA defines the crime categories of domestic violence, dating violence and stalking in accordance with section 40002(a) of the Violence Against Women Act of 1994 as follows:

Domestic Violence – a felony or misdemeanor crime of violence committed by:

- A current or former spouse or intimate partner of the victim,
 - A person with whom the victim shares a child in common,
 - A person who is cohabitating with or has cohabitated with the victim as a spouse or intimate partner,
 - A person similarly situated to a spouse of the victim under the domestic or family violence laws of the jurisdiction receiving grant monies [under VAWA], or
 - Any other person against an adult or youth victim who is protected from that person’s acts under the domestic or family violence laws of the jurisdiction
- Dating Violence** – violence committed by a person:
- Who is or has been in a social relationship of a romantic or intimate nature with the victim; and
 - Where the existence of such a relationship shall be determined based on a consideration of the following factors:
 - The length of the relationship;
 - The type of relationship; and
 - The frequency of interaction between the persons involved in the relationship

Stalking – engaging in a course of conduct directed at a specific persona that would cause a reasonable person to:

- Fear for his or her safety or the safety of others; or
- Suffer substantial emotional distress

As required by the Clery Act, the following crime definitions are based on the Federal Bureau of Investigation’s (FBI’s) Uniform Crime Reporting Handbook (UCR) classifications.

Murder – the willful (non-negligent) killing of a human being by another.

Negligent Manslaughter – the killing of another person through gross negligence.

Sex Offenses, Forcible – the carnal knowledge of a person, forcibly and/or against the person’s will where the victim is incapable of giving consent because of his/her temporary or permanent mental or physical incapacity (or because of his/her youth).

Sex Offenses, Non-Forcible – any incidents of unlawful, non-forcible sexual intercourse.

Domestic Violence – asserted violent misdemeanor and felony offenses committed by the victim’s current or former spouse, current or former cohabitant, person similarly situated under domestic or family violence law.

Dating Violence – violence by a person who has been in a romantic or intimate relationship with the victim. Whether there was such relationship will be gauged by its length, type, and frequency of interaction.

Stalking – a course of conduct directed at a specific person that would cause a reasonable person to fear for her, his, or others safety, or to suffer substantial emotional distress.

Robbery – the taking, or attempt to take, anything of value in the care, custody or control of a person or persons by force or the threat of force or violence and/or putting the victim in fear.

Aggravated Assault – an unlawful attack by one person upon another for the purpose of inflicting severe or aggravated bodily injury. This type of assault usually is accompanied by the use of a weapon or by a means likely to produce death or great bodily harm. It is not necessary that injury result from an aggravated assault when a gun, knife or other weapon is used which could or probably would result in a serious potential injury if the crime were successfully completed.

Burglary – the unlawful entry of a structure to commit a felony or theft. For reporting purposes this definition includes: unlawful entry with intent to commit a larceny or a felony, breaking and entering with intent to commit a larceny, housebreaking, safe cracking, and all attempts to commit any of the aforementioned.

Theft (Larceny) – the unlawful taking, carrying, leading, or riding away of property from the possession or constructive possession of another.

Auto Theft (Motor Vehicle Theft) – the theft or attempted theft of a motor vehicle.

Arson – any willful or malicious burning or attempt to burn, with or without intent to defraud, a dwelling house, public building, motor vehicle or aircraft, or personal property of another kind.

Liquor Law Violations – the violation of law or ordinances prohibiting the manufacture, sale, transporting, furnishing, or possessing of intoxicating liquor; maintaining unlawful drinking places; bootlegging; operating a still; furnishing liquor to a minor; using a vehicle for illegal transportation of liquor; drinking on a train or public conveyance; all attempts to commit any of the aforementioned. (Drunkenness and driving under the influence are not included in this definition.)

DWI (Driving While Under the Influence) – operating or controlling a motor vehicle while under the influence of spirituous liquor or drugs.

Drug Law Violations – violations of state and local laws relating to the unlawful possession, sale, use, growing, manufacturing, and making of narcotic drugs. The relevant substances include: opium or cocaine and their derivatives (morphine, heroin, codeine); marijuana; synthetic narcotics (Demerol, methadone); and dangerous non-narcotic drug (barbiturates, Benzedrine).

Weapon Law Violations – the violation of laws or ordinances dealing with weapons offenses, such as manufacture, sale, or possession of deadly weapons, concealed or openly; furnishing deadly weapons to minors; aliens possessing weapons; all attempts to commit any of the aforementioned.

Hate Crimes – a criminal offense committed against a person or public property that is motivated, in whole or in part, by the offender's bias against a race, religion, ethnic/national origin, sexual orientation, gender or disability.

New Mexico Criminal Statutes

The following are New Mexico Criminal Statutes commonly associated with domestic violence, dating violence, stalking and/or sexual assault.

Criminal Sexual Penetration – the unlawful and intentional causing of a person to engage in sexual intercourse, cunnilingus, fellatio or anal intercourse or the causing of penetration, to any extent and with any object, of the genital or anal openings of another, whether or not there is any emission. **30-9-11 NMSA 1978**

Criminal Sexual Contact – the unlawful and intentional touching of or application of force, without consent, to the unclothed intimate parts of another who has reached their eighteenth birthday, or intentionally causing another who has reached their 18th birthday to touch one's intimate parts. **30-9-12 NMSA 1978**

Battery – the unlawful, intentional touching or application of force to the person of another, when done in a rude, insolent or angry manner. **30-3-4 NMSA 1978**

Assault – consists of either:

- An attempt to commit a battery upon the person of another;
- Any unlawful act, threat or menacing conduct which causes another person to reasonably believe that they are in danger of receiving an immediate battery; or
- The use of insulting language toward another impugning their honor, delicacy or reputation.

30-3-1 NMSA 1978

Assault On A Household Member – consists of:

- Unlawfully assaulting or striking at a household member with a deadly weapon; or
- Any unlawful act, threat or menacing conduct that causes a household member to reasonably believe they are in danger of receiving an immediate battery.

30-3-16 NMSA 1978

Battery On A Household Member – consists of the unlawful, intentional touching or application of force to the person or a household member, when done in a rude, insolent or angry manner. **30-3-15 NMSA 1978**

Criminal Damage To Property Of A Household Member – consists of intentionally depriving a household member of the use of separate, community or jointly owned personal property of the household member with the intent to intimidate, threaten or harass that household member. **30-3-18 NMSA 1978**

Harassment – consists of knowingly pursuing a pattern of conduct that is intended to annoy, seriously alarm or terrorize another person and that serves no lawful purpose. **30-3A-2 NMSA 1978**

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. **30-3A-3 NMSA 1978**

Kidnapping – the unlawful taking, restraining, transporting or confining of a person, by force, intimidation or deception, with intent:

- That the victim be held for ransom;
- That the victim be held as a hostage or shield and confined against their will;
- That the victim be held to service against the victim's will; or
- To inflict death, physical injury or a sexual assault on the victim **30-4-1 NMSA 1978**

False Imprisonment – consists of intentionally confining or restraining another person without his/her consent and with knowledge that they have no lawful authority to do so. **30-4-3 NMSA 1978**

Telephone Harassment – it shall be unlawful for any person, with intent to terrify, intimidate, threaten, harass, annoy or offend, to telephone another and use any obscene, lewd or profane language or suggest any lewd, criminal or lascivious act, or threaten to inflict injury or physical harm to the person or property of any person. **30-20-12 NMSA 1978**

Interference With Communications – consists of knowingly and without lawful authority preventing, obstructing or delaying the sending, transmitting, conveying or delivering in this state of any message, communication or report by or through telephone. **30-12-1 NMSA 1978**

Violating A Restraining Order – a peace officer may arrest without a warrant and take into custody a restraining party whom the peace officer has probable cause to believe violated an order of protection that is issued pursuant to the Family Violence Protection Act or entitled to full faith and credit. **40-13-6D NMSA 1978**

FIRE SAFETY REPORT

The “Jeanne Clery Disclosure of Campus Security Policy and Campus Crime Statistics Act of 1998,” commonly referred to as the “Clery Act,” requires institutions of higher education receiving federal financial aid to report specified fire statistics on college campuses and to provide other fire safety information to members of the campus community. As provided by the Jeanne Clery Disclosure of Campus Security Policy and Campus Crime Statistics Act of 1998, enrolled students are entitled to request and receive a copy of the Fire Safety Report for the ENMU-Roswell campus. The report includes statistics for the past three years concerning fires that occurred in an on-campus student housing facility that is reported to the University. The report also provides campus policies and practices concerning fire safety for on-campus student housing facilities, descriptions of fire safety systems, procedures for evacuations, rules and regulations, safety education and training programs and how to report a fire. You may obtain a copy of this report by contacting the ENMU-R Safety/Security Department in person at 5 Mars Rd. or online by accessing roswell.enmu.edu/security.

For the purpose of the Fire Safety Report, a fire is defined as, “Any instance of open flame or other burning in a place not intended to contain the burning or in an uncontrolled manner.”

Fire Safety Systems in Campus Residential Facilities

ENMU-Roswell has one student residence facility located on the campus of ENMU-R. The property is identified as that Sierra Vista Village and consists of four buildings. Two of the buildings are apartment style, one is dormitory style and one is a communal recreation area and office space. Sierra Vista Village is currently independently operated and managed by a private company.

Building Evacuation Procedures

The Sierra Vista Village housing facility has centrally located evacuation procedures posted in all buildings.

If you discover fire, smoke or hear the fire alarm:

- Leave the building immediately via the stairs. **Do not use the elevators.**
- Do not risk your life to fight a fire! Toxic gases, smoke and oxygen deficiency may be present during a fire.
- Once you are outside, get away from the building.
- Witnesses to a fire or fire alarm activation should call 911.
- Remain outside the building until the “ALL CLEAR” is given by the Roswell Fire Department,
- ENMU-R Security or building representative. Silencing of the alarm does not constitute as an “ALL CLEAR.”

Fire Safety Education and Training

ENMU-R faculty and staff receive annual training in the use of fire extinguishers. This training is conducted by ENMU-R Safety/Security in conjunction with the Roswell Fire Department. The training for staff covers the use of fire safety, evacuation procedures and the use of fire extinguishers.

Additional campus fire safety information is available on the U.S. Fire Administration website at: usfa.fema.gov/Prevention.

How to Report a Fire

If a fire occurs on the main campus of ENMU-R, immediately call 9-1-1. Emergency service dispatchers will assure that necessary fire, medical and/or police services are dispatched. If you find evidence of a fire that has been extinguished and are not sure whether the incident has been reported, you should report the incident to the ENMU-R Safety/Security Department at 575.624.7180. Individuals who live in on-campus student housing facilities should also report a fire or fire alarm to housing staff.

Fire Log

In compliance with the Higher Education Opportunity Act, the ENMU-R Safety/Security Department maintains a Campus Residence Hall Fire Event Log. Information available in the fire log includes the date, time, and location of each residential fire as well as type and cause of each fire for the last three years. The fire log is available upon request and online at roswell.enmu.edu/safety-security.

Fire Statistics

NAME OF FACILITY	2015			2016			2017		
	Fires	Injuries	Deaths	Fires	Injuries	Deaths	Fires	Injuries	Deaths
Sierra Vista Village	0	0	0	0	0	0	0	0	0

Student Housing

NAME OF FACILITY	PHYSICAL ADDRESS	TELEPHONE NUMBER
Sierra Vista Village – Clubhouse	28 West Martin Street Roswell, NM 88203	575.347.7132
Sierra Vista Village – Building 1	26 West Martin Street Roswell, NM 88203	
Sierra Vista Village – Building 2	30 West Martin Street Roswell, NM 88203	
Sierra Vista Village – Building 3	32 West Martin Street Roswell, NM 88203	

DISCLAIMER

The ENMU-R Annual Security and Fire Safety Report is intended to provide general descriptions of campus security and fire safety information and arrangements that are dynamic in nature. The statements, information, policies and statistics most accurately represent how the ENMU-R campus implemented its policies at the time the report was published. This document does not serve as a contractual agreement between Eastern New Mexico University and its recipients, readers or other entities.