A message from the President

Lamar University works diligently to maintain a safe and healthful campus environment for all our students. Campus crime statistics reflect that effort. Yet, reputation alone cannot ensure health and safety— continual diligence is required.

Our visible and effective campus police force is there to ensure your safety. But, campus safety—like that of any community— is enhanced when it becomes a team effort. When all are involved in watching out for each other, all benefit. Become aware of the behaviors that increase the risk of becoming a crime victim, and report suspicious activities.

Take the time to read this report and keep a copy of it throughout your time at Lamar. It contains helpful advice on how to stay safe.

As an institute of higher learning, we place great importance on the quality academic experience that will prepare you for your career. But that is only one of our priorities. We also must provide a learning and living environment that is healthful and secure.

We want your Lamar experience to be safe and rewarding.

Sincerely,

James M. Simmons
President

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How This Report Is Compiled

The Lamar University Annual Security and Fire Report is published each year to provide you with information on security-related services offered by the university in compliance with the Jeanne Clery Disclosure of Campus Security Policy and Campus Crime Statistics Act. This booklet was prepared with information provided to the Lamar University Police Department by the Beaumont Police Department, and the Lamar University Division of Student Affairs. It summarizes university programs, policies, and procedures designed to enhance your personal safety while you are here at Lamar.

The commonly reported crimes, requests for service, and provisions for the safety of the Lamar community on a 24-hour basis are similar to those of a city. We take campus security very seriously and are committed in our efforts to maintain a safe, secure environment for our students, faculty, staff, and visitors. Your personal safety is a priority at Lamar. Maintaining a safe campus requires a dedicated partnership between the faculty, staff, and students of Lamar University, the neighbors in our surrounding community, and the Lamar University Police Department. Security is everyone’s responsibility. We need your cooperation and assistance to keep Lamar a safe place to live, work, and learn.

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University Police Department

The Lamar University Police Department comes under the direction of the Office of the Vice President for Finance and Operation, and is an integral part of providing a safe and secure community in the south end of Beaumont. As one of Southeast Texas’ larger law enforcement agencies, the Police Department provides comprehensive law enforcement and security services to all components of Lamar University as well as much of the surrounding neighborhood. Commissioned and non-commissioned officers staff the department. Commissioned officers are empowered to enforce laws and make arrests through the authority of the State of Texas. Lamar commissioned officers have the same authority as Beaumont police officers, and their officers routinely work and communicate with campus officers on any serious incidents that occur on or near campus. Lamar University operates no off-campus housing or off-campus student organizations; however, many graduate students and some undergraduate students live in neighborhoods surrounding Lamar. While the Beaumont Police Department has primary jurisdiction in areas off campus, Lamar officers can and do respond to incidents that occur in close proximity to campus. Lamar officers have direct radio communications with the city police, fire department, and ambulance services to facilitate rapid response in any emergency situation.

All of Lamar’s commissioned officers have successfully completed law enforcement training at a state-certified police academy. In addition, all officers are required to attend annual in-service as well as on-the-job training. Full time police officers, security officers, and community service officers are assigned regular shifts across campus and in Cardinal Village. Additionally, security cameras, strategically located across campus, are recorded by the University Police Department 24 hours a day.
Lamar University is a public and open campus. No effort is made to restrain the general public from entering the campus; however, the University Police Department reserves the right to bar individuals who are considered a threat to the well being of the University community.

LUPD provides 24-hour patrol of campus property and facilities, and designated building coordinators establish and maintain access to their respective buildings. The campus is routinely inspected for environmental safety hazards such as insufficient lighting and overgrown shrubbery; however, members of the University community are encouraged to report locations of concern to University Police.

The Lamar University student resident community accommodates more than 2000 students in double occupancy suites with private bedrooms. Services and programs intended to enhance the quality of life and to ensure the security and safety of the residents are a major priority of the University. The Cardinal village staff includes a full time Phase Director and number of Community Assistants for each phase.

Security and safety policies and procedures, especially regarding locking individual rooms, building entrances and related precautions are discussed with residents in crime prevention seminars, in building meetings, and in printed materials which are posted and distributed.

Thirty-two emergency phones have been placed at strategic locations on campus. Phones are on white posts with blue lights on top. When the red button is pushed, the location of the call is automatically identified and the caller is connected to the police department. Locations of the telephones are marked on all parking maps and safety brochures. Individuals with hearing impairments should remain at the phone until an officer arrives.

Lamar university has a notification system to reach individual student via e-mail, voice messages and/or text messaging. Incoming students should verify their primary phone number with the Records Office. New employees should verify their primary phone number with Human Resources. The university has established a Public Address System for the central campus.

The Lamar University Police, offers a free shuttle service from 5:30 p.m. to 12:30 a.m. daily. Students utilizing this service must have a valid student I.D. The shuttle service provides transportation for students on campus and within the immediate vicinity of the campus and follows a standard route.

All violations of federal, state and local laws and University regulations and rules are reported to the university Police Department. Each violation is considered one offense. Once a criminal report is filed with LUPD, it is investigated by the Criminal Investigation Division. When a suspect is identified, the case is referred to the Jefferson county District Attorney’s office for prosecution.

Aside from the criminal charges, the Senior Associate Vice President for Resident Life refers the suspect for University disciplinary action. The vice president may choose to hear cases that involve charges of a sexual nature, hazing, cases involving temporary suspension or other cases in which the law may grant authority. If the vice president chooses not to hear a case, a judicial officer or judicial board will be appointed to pursue the case. All disciplinary hearings will adhere to the procedures for notification, evidence, counsel/advisors, burdens of proof, records, findings and appeals as outlined in the current edition of the Code of Student Life. University actions may include but are not limited to monetary fines, work hours, probation, mandatory participation in specific awareness/rehabilitation programs and/or suspension or expulsion from Lamar University. In all hearings, both the accused and accuser will have the opportunity to present their versions of the facts, to present other evidence in support of the case including witnesses, and to question evidence presented. In cases of alleged sexual assault, both the accuser and accused will be informed of the outcome of any disciplinary hearing.

For complete procedures and information involving discipline hearings, sanctions, penalties and appeals, please refer to the current edition of the Code of Student Life available in the Office of Student Engagement.

For emergencies from an on-campus telephone, contact the University Police Dept. (LUPD) by calling 8311 OR 911.

For off-campus emergencies, call 880-8311 or 911.

For emergencies during a campus power outage (no phones or electricity), call 838-7023 or 838-7024 for police dispatcher.

Non-Emergency calls on-campus. Dispatcher 8307, Administrative Office 8305 or TDD Phone 7305.

Effective crime prevention is often a matter of common sense and being aware of one’s surroundings. Some basic ways NOT to be victim follow:

- Walk with friends in well-lighted areas.
- Always lock your car.
- Park in well-lighted areas.
• Have your keys ready when you approach your car, and check the front and back seats before entering.

• Keep your keys secure, lock your room or apartment, and do not leave personal belongings unattended.

• Engrave your name or identification on personal property.

• Be alert for strangers.

• If you are followed, cross the street, change direction and go to a well lighted public area.

• Report the loss or theft of keys and valuables immediately to the University Police Department, 880-8311.

• Report crimes, suspicious situations and security concerns immediately to the university Police Department, 880-8311.

• Attend organization- and University-sponsored programs on such topics as acquaintance rape, crime prevention and the use of alcohol and other drugs. Programs, both open to the public and by request only, are offered throughout the academic year. For information, call University Police at 880-8305.

If you see any suspicious activity on campus - report it to LUPD by using the on-campus emergency phones (See campus map for locations). From an on-campus telephone, call 8311. From off-campus, call 880-8311.

SEX OFFENDER REGISTRATION INFORMATION

In 2002, the Wetterling Act (the federal law dealing with state registration of sex offenders) was amended by the Campus Sex Crimes Prevention Act (CSCPA) to require states to obtain information about enrollment or employment of registered sex offenders at institutions of higher education, and to provide that information to campus police departments or other appropriate law enforcement agencies.

The CSCPA requires universities to provide notice to the campus community of where information identifying registered sex offenders who are enrolled or employed at the institution can be obtained.

A provision was added to FERPA to allow a university to disclose information provided to it under the Wetterling Act concerning registered sex offenders, including personally identifiable, non-directory information from education records disclosed without prior consent.

Information identifying registered sex offenders must be provided to the campus police department or other appropriate law enforcement agency by the state. The university must advise the campus community where sex offender information can be obtained, and must make the information available to members of the campus community by some means. The Texas Department of Public Safety must obtain the information and provide it to the university. The university is not required to ask registrants or prospective employees about the information. The Department of Public Safety has adopted the following procedure:

Notification of Enrollment at or Employment by Institutions of Higher Education

Any registered offender who is enrolled as a student of any university, college, community college, or other institution of higher education, or is, with or without compensation, a full-time or part-time employee of that university, college, community college, or other institution of higher education, or is carrying on a vocation at the university, college, community college, or other institution of higher education, shall report their status as an employee, student, or carrying on a vocation to their local law enforcement authority in the area for which they establish residence within this state.

IF YOU ARE A VICTIM OF A SEXUAL ASSAULT

...Tell Someone

Collect your thoughts, then call the:
• University Police Department (880-8311)
• Rape Crisis Center (835-3355)
• Student health Center Counselor (880-8466)

...Get Medical Care

As soon as possible, seek medical care from a hospital emergency room or a private physician. A general examination by a rape/sexual assault nurse is advised to collect information for documentation of evidence should you decide to prosecute. The examination may also include testing and treatment to help prevent sexually transmitted diseases. Medication to help prevent pregnancy may be administered up to 72 hours after the sexual assault.

...Report the Assault

It is your decision whether to report the rape to police; however, most rapists are repeat offenders and you report may prevent future attacks from occurring. If you plan to file a report, do not clean up the area or alter it in any way prior to LUPD’s arrival, and do not bathe, shower, douche or change clothes prior to the medical examination.

...Seek Counseling

The Rape Crisis Center and the Lamar Student Health Center are staffed with counselors who are well trained and compassionate. They can assist you in dealing with the emotional trauma and pain associated with a sexual assault. University officials will also help you change academic and living situations if that is your choice and such options are reasonably available.
Alcoholic Beverages

State and federal statues concerning alcoholic beverages will be strictly enforced on the Lamar University campus and at off-campus LU-sponsored events. Possession or consumption of alcoholic beverages on campus is restricted to certain approved areas.

Illicit Drugs

Possession, distribution, consumption and/or use of illicit drugs or narcotics on University property or property under control of Lamar University or at any event sponsored by the university or any University student organization, whether or not conducted on University property, is prohibited. This rule also applies to all illegal paraphernalia utilized in conjunction with the consumption and/or use of prohibited substances.

High Risk Alcohol Intake

People who consume large amounts of alcohol over a short period of time can reach very high blood alcohol levels before they pass out. This can lead to decreased breathing and death. Vomiting associated with high levels of alcohol may also cause choking and death.

HOW TO HELP AN INTOXICATED FRIEND

DO:
• Keep calm and get lots of help. Individuals with high alcohol blood levels can be unpredictable and violent.
• Speak in a clear, firm, reassuring manner.
• Stay with a person who is vomiting. If the victim is laying down, turn them on their side, keep the tongue from falling back into their throat and protect them from choking.
• Monitor the person. If they become unconscious (will not wake up to talk to you) or if they appear to have problems breathing, seek medical help immediately. Call 860-8311 or 911.

DON’T:
• Don’t try to walk, run or exercise the person. Don’t try to keep them awake.
• Don’t force anything orally—food, liquid (coffee, etc.) or drugs—in an attempt to sober them up.
• Don’t give the person a cold shower; this can be very dangerous.
• Don’t try to restrain the person without lots of sober assistance.
• Don’t permit the person to drive.

High Risks of Alcohol

Health hazards associated with excessive use of alcohol or alcohol dependency include dramatic behavioral changes, retardation of motor skills, and impairment of reasoning and rational thinking. These factors result in a higher incidence of accidents and accidental death for such persons than for non-users of alcohol. Nutrition also suffers, and vitamin and mineral deficiencies are frequent. Prolonged alcohol abuse causes bleeding form the intestinal tract. Damage to nerves and the brain, psychotic behavior, loss of memory and coordination. Damage to the liver often results in cirrhosis, impotence, severe inflammation of the pancreas, and damage to the bone marrow, heart, testes, ovaries and muscles. Damage to nerves or an organ is usually irreversible.

Health Risks of Other Drugs

Use of illicit drugs may lead to physiological and mental changes similar to those caused by alcohol, although changes are frequently more severe and more sudden. Death or coma resulting from overdose of drugs is also more frequent. Illicit drugs are commonly classified in seven categories: cocaine, amphetamines, heroin and other opiates, hallucinogens, solvent inhalants, steroids, and marijuana.

In addition to adverse effects associated with use of a specific drug, intravenous drug users who use un-sterilized needles or who share needles with other drug users can develop AIDS, hepatitis, tetanus and infections in the hear. Brain damage may also result.

EVACUATION AND LOCKDOWN NOTIFICATIONS

If a life threatening situation has occurred or is known to be in progress or there are strong indications of probable immediate life-threatening situation on or near campus, there may be a call for individuals to evacuate from campus or possible shelter in place. Therefore, every member of the campus community is encouraged to sign up for the emergency notification system (Connect-Ed). Members of the Lamar and Lamar Institute of Technology community should sign up for access to the emergency notification system.

The Connect-ED system is capable of contacting individuals on cellular, home or office phones, PDAs, voice mail, and by text message, e-mail and TTY/TTD. Through the Connect-ED system, Lamar University can contact thousands in minutes. The Connect-ED system will call home phone numbers, office phone numbers, cellular phone numbers, and send text messages and emails from what is posted in the student and employee information systems. University employees and students are encouraged to add
an off-campus phone number, such as a cell number, to their records in the myLAMAR employee information and Web for Students areas. Students may also add an off-campus email address.

“The university will pull the employees’ and students’ on-campus email and phone as contacts, but in the event of a campus evacuation we would lose our ability to reach people without off-campus email addresses and cellular numbers,” said Brian Sattler, director of public relations. “A system that is able to reach students, faculty and staff on their cell phones and personal e-mail would have helped tremendously during the Hurricane Rita evacuation in 2005. That’s why we’re encouraging everyone to add off-campus numbers and addresses to the system.

“The Connect-ED system is not located on the campus, so it will be able to reach the university community even in the event of a campus evacuation. Campus procedures call for powering down all campus computer systems in the event of a campus evacuation, meaning all campus email systems will be inaccessible. Reaching faculty, staff and students who have evacuated necessitates having off-campus phone numbers—preferably cellular numbers—and e-mail addresses. “It is not mandatory, but we certainly are encouraging everyone to add this information so we can provide better service in the future,” he said.

Students are encouraged to verify their telephone and email information in myLAMAR. This should be done in Web for Students. Connect-ED has been configured to send email to the first two email addresses provided (the first being the student’s myLAMAR e-mail). It will also send e-mail to the second address field.

The emergency notification system is tested periodically, normally once during each long semester. Test messages to the campus community may or may not be announced. Unannounced test messages will indicate that the activation is a test or be followed immediately by an “all clear” message.

EMERGENCY WARNING ACTIVATION POLICY

Lamar University and Lamar Institute of Technology

It is the explicit policy of Lamar University that it is FAR BETTER TO ACTIVATE WARNINGS, which later prove to be unfounded, THAN NOT TO WARN. False alarms may reduce the effectiveness of subsequent well-founded warnings, but the failure to warn the University community of imminent danger may have far more tragic consequences. Delay required to contact an exhaustive call list has proven deadly in real-life situations. When in doubt, issue a warning appropriate to achieve the following goals:

1. A primary goal shall be to preserve life and protect the lives of all involved in hazardous incident(s).

2. A primary goal shall be to provide prompt warning of circumstances and suggested defensive actions to persons in or around the campuses so as to minimize risk to innocent bystanders.

3. Other primary goals shall include apprehension of criminal actors, neutralization of weaponry, protection of property, enforcement of applicable laws, and resumption of normal University activities.

INITIAL CONTROL OF SUDDEN EMERGENCIES

The Lamar University Police Dispatcher will assume communications command and contact the Chief of Police. If indicated by the nature of the emergency, requests for the assistance of Beaumont Fire or EMS units and/or of Facilities Management/Operations will take priority over all other actions. (If immediate contact with the Police Chief is not possible, the Dispatcher will contact the President, or failing that, the highest available person on the line of succession.) The Police Chief or the contacted person will be responsible for deciding what parts of the Emergency Management Plan need to be activated. If the Connect-Ed System is to be activated the Lamar Director of Public Relations shall be notified and given notice of circumstances and nature of message required. He shall activate the system and disseminate required information and, thereafter, apprise local media. If Director of Public Relations is not available, the Vice President of Finance shall be contacted to assist with activation of the Connect-Ed System.

*Dir Public Relations    Brian Sattler
*VP Finance and Operations  Dr. Gregg Lassen
*In the case of a localized emergency, the Police Dispatcher may pass control to the ranking University police officer or University official on site, and assume a coordination function.

LINES OF SUCCESSION

1 President Lamar University    Dr. James Simmons
  * President Lamar Institute of Technology  Dr. Paul Szuch
  2 VP Finance & Operations    Dr. Gregg Lassen
  3 Provost and VP Academic Affairs  Dr. Steve Doblin
  4 Senior Associate Provost and Interim VP for Student Engagement  Dr. Kevin Smith

* To be notified if LIT impacted; LIT command structure to employed as appropriate for incident

TO ASSUME OPERATIONS CONTROLLER FUNCTION IN CRIME SCENE EMERGENCY

1 Chief of Police, Lamar University    Jason Goodrich
  2 Assistant Chief    Randy Martin
  3 Captain    James Tate
TO ASSUME OPERATIONS
CONTROLLER FUNCTION IN OTHER EMERGENCIES

1 VP Finance & Operations  Dr. Gregg Lassen
2 AVP Facilities. Maintenance  Gerald McCaig

EMERGENCY SIREN

OVERVIEW: Lamar University maintains an emergency siren system to give warning to the LU/LIT area in case of imminent emergency situations. The system will be activated by the Lamar Police Department.

RECOMMENDED ACTION UPON SIREN ACTIVATION

The purpose of the siren is to give persons on or near campus area notice that an immediate life-threatening situation exists or may occur soon in the Lamar vicinity. It means:

“IMMEDIATE danger to life is likely...BE ALERT...SEEK INFORMATION AND A SAFE HAVEN NOW!”
WHEN IN DOUBT, SHELTER IN PLACE.

The recommended course of action will call upon affected public to utilize some judgment. When the siren is heard, persons must:

STOP: All impacted must stop and take stock of where they are and what is happening around them. The siren is sounded to prevent people from walking into a deadly situation without notice.

ASSESS: If it is safe to change locations (seek shelter) do so immediately but with extreme caution. If there appears to be no threat at your location wait until additional information (e.g. Connect-Ed, telephone, etc) is available to guide your decision.

SEEK INFORMATION: It is likely that many Lamar phones will be overloaded in event of siren activation. Persons should seek access to any available informational source such as friends, local media, and/or campus office contacts (other than Lamar P.D.). Text/call a friend or anyone who might be able to give further information. The Connect-Ed system will likely be activated and furnish information but there is some delay before all calls are completed.

SEEK SAFE HAVEN: Events may require one to shelter in place or leave campus area immediately depending upon nature of threat. Whichever course of action is appropriate, be conscious of potential threats and act calmly so as not to make situation worse. Look carefully before entering buildings, classrooms or other potential shelter areas, drive safely if leaving area. Share your information with others whenever it is safe to do so. If you reach an area of perceived safety, STAY THERE until the official “ALL CLEAR” is received!

MISSING STUDENT NOTIFICATION POLICIES AND PROCEDURES FOR STUDENTS WHO RESIDE IN ON-CAMPUS STUDENT HOUSING FACILITIES

A. It is very important that information about missing or possibly missing students be promptly reported to at least one of the following persons or organizations:

1. Lamar University Police Department
2. Presidents, Lamar University & Lamar Institute of Technology
3. Vice-President for Student Engagement, Lamar University
4. Vice-President for Student Services, Lamar Institute of Technology
5. Vice-President for Academic Affairs, Lamar Institute of Technology

B. Any missing student report must be referred immediately to LUPD.

C. A student shall be considered “missing” following an abnormal unexplained absence of 24 hours. A report will be made immediately if there is evidence of, or reason to believe there has been, foul play or if there are any indications that the student’s life or well being is threatened.

D. Each student must be encouraged to identify a contact person or persons whom Lamar University/Lamar Institute of Technology (hereafter “LU/LIT”) shall notify within 24 hours of the determination that the student is missing, in the event that the student has been determined to be missing by LUPD or a law enforcement agency.

E. The student contact information will be treated as confidential and be accessible only to authorized campus officials. Contact information will only be disclosed to law enforcement personnel responsible for a missing person investigation.

F. If a student is under 18 years of age and not emancipated, LU/LIT must notify a custodial parent or guardian within 24 hours of the determination by LUPD or other law enforcement agency that the student is missing. Any additional contact person(s) designated by the missing student will also be notified within 24 hours of the determination that the student is missing.
G. LU/LIT will notify LUPD within 24 hours of the determination that any student is missing, except when LUPD was the entity that made the determination that the student is missing.

H. Regardless of whether the student has identified a contact person, is above the age of 18, or is an emancipated minor, LUPD MUST be informed within 24 hours that the student is missing.

I. LUPD will inform appropriate law enforcement agencies of persons determined to be missing.

CRIME STATISTICS

Lamar University’s crime statistics are determined according to the Federal Bureau of Investigation’s uniform crime reporting standards without regard to guilt or innocence. Statistics reflect reports made to campus officials as well as University and local police departments. No crimes addressed in the below chart or other crimes reported involved bodily injury to any person in which the victim was intentionally selected because of actual or perceived race, gender, religion, sexual orientation, ethnicity, or disability of the victim.

For more information about LUPD guidelines and procedures, request a copy of the Annual Report from the University Police Department and the Code of Student Life from the Office of Student Affairs.

Information on financial aid, Lamar University retention rates, graduation rates etc. that an institution is required to disclose or provide to an individual on a one-to-one basis through an appropriate mailing or publication, including direct mailing through the U.S. Postal Service, campus mail, or electronic mail is available upon request by any interested party. Contact the Office of the President at (409) 880-8405. Information about crime statistics and crime-prevention programs is available on the University’s website at: http://dept.lamar.edu/it/cleryact/ Information on the Texas Sex Offender Registration Program is available at: https://secure.txdps.state.tx.us (select “Public Site”)

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*THREE YEAR STATISTICS
Changes to the Clery Act requires that Student Residential Facilities be specified as a separate geographic category beginning with the 1999 statistics.
FIRE STATISTICS

Lamar University Annual Fire Safety Report
For Residence Life
October 1, 2010

This report contains information related to fire safety in campus housing at Lamar University, in accordance with the requirements of the Jeanne Clery Disclosure of Campus Security Policy and Campus Crime Statistics Act. The LU Department of Residence Life creates this report on an annual basis, relying on information provided by collaborative departments, including but not limited to the LU Campus Police and the Department of Residence Life.

The LU Department of Residence Life maintains the campus housing fire log and reports fire statistics annually in conjunction with the "Annual Crime Report" that provides information in compliance with Campus Police and Campus Security Crime Statistics Act.

Fire Stats & Fire Log

The LU Department of Residence Life maintains the campus housing fire log and all statistics on fires and related injuries, death, and loss in campus housing as defined by the Clery Act.

<table>
<thead>
<tr>
<th>Date</th>
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<th>Cause/Type</th>
<th>Fire For Damage</th>
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<td>Oct. 19, 2010</td>
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<td>Jan. 21, 2011</td>
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<td>Apr 6, 2011</td>
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</table>

FIRE SAFETY SYSTEMS

All campus housing facilities have a full sprinkler system, smoke detectors, audible alarms, and fire extinguishers in each hallway on each floor. All housing facilities (Phase 1-5) have active fire monitoring. The fire monitoring company provides notification for every fire alarm to the following in this order: LU Police dispatcher, LU Police, Residence Life management, and our 24 hour call maintenance staff.

All common use kitchens include fire extinguisher units for range tops, and a thirty (30) minute timer with automatic cut off on all stoves (both oven and range elements). All common use kitchens contain secured doors with limited hours of operation, and are on constant surveillance recorded cameras. All systems are fully checked and maintained at least annually, and all systems are tested regularly, typically on a monthly basis.

FIRE DRILLS

Mandatory supervised fire drills are conducted once each semester in the fall and spring semesters, conducted within the time of after the 15th class day, during the hours between 6pm and 10pm when the majority of students will be present. Fire drills were conducted on the following dates during the past year:

November 10, 2010 (All Phases)
March 16, 2010 (All Phases)

Fire Drills are coordinated by the Residence Life Staff, by each resident director for each phase. The Director of Residence Life coordinates the details of the drill in accordance with the Resident Director and the Lead Community Assistant for the designated phase, the local fire department, the fire alarm company, and the LU Police dept. Community Assistants (CA’s) assist with orderly and timely evacuation of the building, and directing students to the designated evacuation site. Students failing to vacate are subject to student conduct disciplinary action. A post drill review is conducted with all staff present to discuss the success of the drill and additional necessary actions that may be required for future drills. Then a report is generated and given to the Risk Management Safety Specialist of Lamar University.

EVACUATION PROCESS OF RESIDENCE LIFE

All employees and students should familiarize themselves with the location of stairs and emergency exits.
within the buildings in which they work. In addition, they should learn the locations of the fire extinguishers in the building and learn how to operate these extinguishers. Following are the standard procedures for use in case of fire emergency evacuation instructions that are applicable to most campus classroom and administrative buildings that do not have more than two floors. If the building in which you work has special building evacuation procedures, you should study these in advance of any emergency.

**Procedure**

- If you discover a fire in a building, activate the nearest fire alarm pull station. If no fire alarm is available, immediately notify occupants of the building to evacuate the building.

- Telephone the Lamar Police by dialing 8311 on any campus telephone. Tell the dispatcher the location and nature of the fire. The dispatcher will call the Beaumont Fire Department on their special direct line, and dispatch all available police and maintenance units to assist in evacuation of the building.

- If the fire has not spread from its point of origin, attempt to extinguish the fire using fire extinguishers. However, “Safety of Life” is the prime concern.

- Do not attempt to extinguish a fire in a laboratory or a chemical fire unless you know what chemicals are involved and have been trained in the correct procedures and types of extinguishers to be used for fighting such fires. “Safety of Life” remains the prime concern.

- Do not reenter an evacuated building until you have been advised that it is safe to do so.

**Other Instructions**

If you have knowledge of what chemicals are present at the location of a fire, or of other hazards near a fire, tell a Lamar University police officer or fire department personnel on the scene, and remain available to give further assistance if needed.

**Policies and Procedures on Appliances and Smoking of Residence Life**

These Rules and Regulations are incorporated by reference into the Lease Agreement between Landlord and Tenant and are a part thereof. They are promulgated for the purpose of preserving the welfare, safety, and convenience of tenants in CARDINAL VILLAGE and for the purposes of making a fair distribution of services and facilities for all tenants, and for the purpose of preserving Landlord’s property from abusive treatment. The complete list of policies and procedures can be found on our website once the student logs our website or can receive a copy in our front office.

**LU CODE OF CONDUCT RELATED FIRE POLICIES**

1. Fire warning devices and safety equipment are to be used only in case of emergency. The sounding of a fire alarm should be taken seriously. In the event of an alarm, tenants are to vacate the premises immediately. Tenants will be instructed by university or Cardinal Village staff when they will be allowed to return to their apartments. Tenants who do not vacate their apartments during a fire alarm are subject to disciplinary action. The intentional sounding of an alarm outside of an emergency situation is a criminal offense and a material breach of the Lease Agreement. At lease commencement Landlord will test the smoke detectors in premises (room) for proper operation and working batteries. Upon notification by resident owner will replace batteries. Tampering or altering smoke detectors will result in a $100.00 fine. Any violation is a default under the Lease which would entitle Landlord to declare a default and pursue all remedies provided to Landlord.

2. Fire code prohibits storage or use of barbecue grills in or on any building, walkway, stairway or balcony.

3. The use and/or possession of candles, whether new or used, on the premises are not permitted. This includes candles which have had their wicks removed and is for decorative purposes only. All candles and flammables will be removed from premises immediately. In the event of a violation of this rule, $25.00 fine will be assessed against per candle.

4. Some small appliances, such as radios, televisions, irons, refrigerators not exceeding four cubic feet and microwaves not exceeding 600 watts are permitted. Space heaters, halogen lamps, and other heating devices present a fire hazard and are prohibited. Tenant should check with landlord regarding permissibility of other small appliances.

5. Smoking is not allowed in any public areas, e.g. hallways, lounges, laundry room, etc. Smoking is not allowed in a Tenant room at any time. Smoking is permitted only outside in designated areas. Tenants who do not adhere to the smoking policy may be subject to a fine of $50.00 per offense or disciplinary action up to and including eviction.
LU RESIDENCE LIFE MANAGEMENT
RELATED POLICIES

1. DAMAGE, CONDEMNATION OR DESTRUCTION OF PREMISES. If, in the opinion of the Landlord, the Premises or CARDINAL VILLAGE should become un-tenantable to lease during the term hereof because of damage, condemnation or destruction by fire or other casualty, Landlord shall have the right to terminate this Lease, or move Tenant to similar accommodations within CARDINAL VILLAGE and repair and restore the Premises. In the event of such damage, condemnation or destruction to the Premises or CARDINAL VILLAGE without the fault of Tenant, his agents or guests, Tenant’s obligation to pay Rent hereunder shall be abated only if Landlord terminates this Lease or does not furnish Tenant with similar accommodations at CARDINAL VILLAGE;

2. Keeping any handguns, firearms, or weapons of any type, or any explosive, inflammable, or any extra hazardous substances, or any article or thing of a dangerous nature on the Premises or CARDINAL VILLAGE;

3. Misuse, in violation of the laws of the State of Texas and rules and regulations of CARDINAL VILLAGE, of alcoholic beverages or the illegal manufacture, sale, possession, or use of narcotics, marijuana, hypnotics, stimulants, hallucinogens, or other similar known controlled substances or harmful or habit-forming drugs and/or chemicals within the Premises or CARDINAL VILLAGE by Tenant or Tenant’s guests;

4. Inability or refusal on the part of Tenant to adjust to the concept and requirements of living in a student residence environment;

5. Violation of any of the covenants and agreements of this Lease by Tenant or of any of the rules and regulations governing the Premises or CARDINAL VILLAGE made by Landlord, whether such rules and regulations are now in existence or subsequently created in the future.

Fire Safety Education and Training Programs

All Residence Life staff members are trained according to the emergency management plans established. All LU Residence Life staff members are trained based upon standard university protocols for fire safety, with an additional training session on specific protocols for Community Assistants (CA’s), included below:

CA Procedure for Fire/Sounding Alarm

1. Every time a fire alarm sounds, exit the building – always assume there is a fire.

2. If a fire is confirmed and alarm is not sounding, activate the closest pull station.

3. Immediately notify LU Police whenever fire alarm is sounding.

4. If confirmed fire, call LU Police.

5. CA’s should assist with crowd control and orderly evacuation of building (staff should exit with residents, banging on every apartment door and loudly stating “PLEASE EVACUATE,” or if confirmed fire, CA’s should NEVER put themselves in harms way.

6. Help keep residents at designated evacuation stations away from buildings. Do not re-enter a building until instructed to do so by LU Police, Fire Department, On Call CA Staff, and On Call Maintenance Tech, typically after alarms have been reset.

7. Remain alert at all times, paying attention for any information about vandalism/false alarms. Camera footage is helpful, so help notice any suspicious activity around exits.

Reporting of Fire Safety Information

All fire safety concerns should immediately be reported to the LU Police at 409-880-8305. Information related to fire safety reporting for residence life should be submitted to the Director of Residence Life at 409-880-8550 or housing @lamar.edu

Plans for Future Improvements in Fire Safety

No facility-related future improvements are currently planned. Future plans may target requiring all new residents to attend fire safety and cooking safety courses before access is granted to common kitchen facilities. And also have CA’s present programs on fire safety and rules and regulations of Cardinal Village.

Review this report online:
http://students.lamar.edu/campus-safety/index.html
OUTSIDE EMERGENCY PHONES

Mamie McFaddin Building ................. North/West Corner of Building
Dishman Art Museum ....................... North/East Corner of Building
Music Building .......................... South Side of Building
Galloway Building ....................... North/West Corner of Building
C-2 East Side of Lot by Curb .............
Science Auditorium ....................... West Side of Building
Setzer Student Center ..................... North/West Corner of Building
Communication ........................... North/East Corner of Building
Health Center ............................ South/West Corner of Building
Family & Consumer Sciences/Library .... South/East Side of Building
Center for Developmental Studies ....... South/East Side of Building
F-5 South/East Side of Lot ...............
Energy Management Building ............ South/East Corner of Building
Education Building ...................... South/West Corner of Building
G-2 Middle of Lot .........................
John Gray Center ........................ South/East Side of Building "B"
Cherry Engineering/Maes Building ...... Midway Between Buildings
A-5 Middle of North Side of Lot ........

Montagne Center .......................... Front South/West Corner of Building
Montagne Center .......................... Back South/East Side of Building
Athletic Complex ......................... South/West Corner of Building
LIT - TA1 Building ....................... North/East Corner of Building
LIT - TA5 Building ....................... South/East Corner of Building
Wimberly Building ....................... South Side of Building
F-2 East Side of Lot ......................
F-2 West Side of Lot .....................
F-1 East Side of Lot ......................
F-1 West Side of Lot .....................
Gentry Hall & Morris Hall ............... Between Buildings in Cabana Area
Combs Hall ............................... South/East Corner of Building
Combs Hall ............................... Outside North Middle Gate
Campbell Hall ............................ North/East Side of Lot
Campbell Hall ............................ South/East Side of Lot
Campbell Hall ............................ North/West Corner of Building

BUILDING LEGEND - NUMERICAL LISTING

1  TC  Technology Center (T6) 37  CV1  Gentry Hall
2  CDS  Center for Developmental Studies 38  CV4  Campbell Hall
3  A  Archer 39  P  Plummer Administration
4  AT  Art 40  CV2  Morris Hall
5  Baptist Student Union 41  ES1  Art House
6  CB  Cecil Beeson 42  University Police
7  SSC  Setzer Student Center 43  Post Office
9  PP  Shipping and Receiving 44  IT Training Center
10  CH  Chemistry 45  Human Resources
11  C  Cherry Engineering 45A  Human Resources Annex
12  Church of Christ 46  SBS  Social & Behavioral Science
13  Student Center 47  Wesley Foundation
14  COMM  Communication 48  SA  Science Auditorium
15  General Studies 50  Science
16  ED  Education 51  SH  Speech and Hearing Services
17  PAR  Carl Parker 52  Custodial Services
18  GB  Galloway Business 53  TA1  Technical Arts I
19  LIT Multi-Purpose Center 54  TA2  Technical Arts II
20  GE  Geology 55  TA3  Technical Arts III
21  TA  Technical Arts IV
22  GL  Mary and John Gray Library 56  TA4  Technical Arts V
23  Hayes Biology 57  TA5  Technical Arts V Annex
24  TAR  University Theatre
25  Student Health Center 58  TH  Theatre Arts
26  FCS  Family & Consumer Science 59  Theatre Arts
27  Lab  Wimberly Student Services
28  MA  Maes (Computer Science) 60  Combs Hall
29  Facilities Management 61  Dining Hall
30  MA  Maes (Computer Science) 62  Wimberly Student Services
31  L  Lucas Engineering 63  HHPA  Health & Human
32  MW  McFaddin Ward (Health Science) 64  Health & Human
33  SUR  Sheila Umphrey Recreational Sports Center (McDonald Gym) 65  Performance Complex, Bldg. A
34  MUS  Music-Speech 66  Energy Management Facility
35  FAC  Facilities Management 67  President's Residence
36  Newman Catholic Center 68  HHPB  Health & Human

Performance Complex, Bldg. B
Dishman Art Museum Information
Visitor's Center and Strategic Enrollment Management
John Gray Center
University Advancement
Lamar Foundation
Alumni Association
Center for Distance Education
Tennis Pro Shop
Sponsored Programs Administration
Golf Driving Range
Engineering Research Center
Gladys City Boomtown Museum
Athletic Complex
Montagne Center
Soccer/Softball Fieldhouse
Baptist Student Union
Baseball Training Facility
Chemistry Chemical Storage Building
Monroe Hall

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