

Security and Fire Safety

A Guide for the Rice University Community



RICE
Unconventional Wisdom

FROM PRESIDENT LEEBRON



David Leebron

It's exciting to know that this fall, Rice will begin the official one-year countdown to our Centennial Celebration Oct. 10-14, 2012. As we reminisce about all that Rice has achieved during its first 100 years, it should be evident that the university's greatest asset is our community of students, faculty, staff, alumni, neighbors and other friends.

A major part of our commitment to that community is safety. The Rice University Police Department (RUPD) has done much to ensure that everyone who comes to our campus has a safe, pleasant experience; however, despite RUPD's relentless dedication and vigilance, Rice is not immune to crime. Given that we're located in the country's fourth-largest city, that should not come as a surprise. But there are a number of steps that you can take to help prevent yourself from becoming a victim of crime.

I highly encourage you to read the section titled "Your Responsibility" in this guide and put into practice such tips as registering your bike with RUPD and locking the doors to your room, office and car to discourage theft. Common sense is often your best defense. Please report all suspicious activity to RUPD at 713-348-6000 or through a blue-light phone and notify them right away if you've been involved in an incident. A timely tip could give RUPD the opportunity to issue a campuswide alert that will help prevent others from becoming victims and perhaps lead to the arrest of a criminal.

RUPD can also assist you with emergency medical care, facility safety, parking questions, requests for an escort when you have to cross campus alone after dark, shuttle bus services and other safety issues. If you have concerns about alcohol or other substance abuse, you may also contact the Rice Counseling Center 24 hours a day at 713-348-4867. This guide offers more information about these services and will help you play a role in keeping Rice safe.

As you begin a year of discovery at Rice University, my wish is that you learn a lot, have fun and be safe.

CAPTAIN'S COMMENTS



Clemente Rodriguez,
Interim Captain

The Rice University Police Department (RUPD) is honored to serve the wonderful students, faculty and staff who study, teach, work and live on our campus. We are committed to providing as safe and secure an environment as possible for all members of the Rice community, and you can help us achieve that goal.

Members of RUPD work extremely hard to ensure that the campus remains an inviting place where people can interact, share ideas and experience personal growth. Our officers strive for the delicate balance between safety and the freedom of individuals to express themselves.

RUPD is founded on the principles and philosophy of community policing. We want to create and promote a safe and secure environment through proactive, impartial and innovative programs that benefit the Rice community.

For example, as part of our Campus Watch Program, a group of officers is dedicated to patrolling the residential areas of campus and working with students designated as college officers at each residential college. RUPD also works with the Rice Bicycle Safety Committee to promote safe cycling and awareness of the rules of the road. We also ask the college officers to encourage and help students to register their bikes with RUPD, which has been critical to our Investigations Division's success at recovering stolen bikes. RUPD officers can also engrave personal items of value, which is a deterrent and significantly increases the chances of recovering stolen items.

Our expanded Investigations Division led to an increase in solving property crimes, with officers recovering more than \$92,500 of stolen property during the 2010-11 academic year.

This year, we will again offer the Citizens' Police Academy — a great way for community members to better understand RUPD and community policing.

Recently we've improved our technology by updating in-car camera and computer systems, allowing officers to instantaneously run vehicle and criminal checks, and we've "gone social." Check out our Facebook page at facebook.com/RicePolice, which provides

updates on our efforts to keep the campus safe through messages about particular crime trends, personal safety tips and news.

And please be sure your emergency contact information is current in your ESTHER account (<http://esther.rice.edu>) so that you are able to receive urgent information on your phone from RUPD and Rice's Crisis Management Team.

Even with all of these programs, calls to RUPD from community members to report suspicious behavior are our No. 1 crime-fighting tool. Anytime you witness a crime or observe something suspicious, please call 713-348-6000 right away. That timely communication could help us catch a criminal and prevent other members of our community from being victimized. And don't forget that cameras on cell phones can capture license plates and other photographic evidence if you can use them without risking your safety.

The partnership between RUPD and the Rice community is our greatest ally in preventing and fighting crime. We look forward to working with each of you over the coming academic year.

WHO WE ARE

Rice University is authorized by the state of Texas to operate its own police department. Thirty licensed and commissioned police officers and seven security specialists, as well as 16 other civilian support staff comprise the Rice University Police Department (RUPD). Police officers are on duty on campus 24 hours a day, seven days a week. Officers have the authority to arrest individuals who violate the law. Rice University police officers may also issue Class C misdemeanor criminal citations and traffic citations for violations of the traffic laws.

All licensed police officers are trained at state-approved police academies and have the same police powers within their jurisdiction as any other police officer in Texas. Rice University police officers have the obligation to enforce the laws of the state. In addition to state-required training, all Rice University police officers receive training in basic crime prevention, crisis intervention, dignitary protection, tactical response to active shooters, and cardiopulmonary resuscitation and automated external defibrillator use.

The university recruits officers with a variety of police experience and training to provide a diversified, professional department that can meet the unique needs of the Rice University campus. Each complaint to RUPD is investigated and, if the complainant requests, is submitted to the Harris County District Attorney's Office for review. The district attorney's office is responsible for filing the proper criminal charge.

RUPD has developed a rapport and works closely with other local, county, state and federal law enforcement agencies. To formalize this collaborative relationship with the Houston Police Department, RUPD and the Houston Police Department established a Memorandum of Understanding (MOU) that coordinates law enforcement efforts between the two departments. This MOU specifies responsibilities and cooperation in investigations, patrol operations, jurisdictions, tactical operations and statistical data exchange.

The police department patrols university property 24 hours a day. Police officers and security specialists wear easily identifiable uniforms, whether on vehicle or bicycle patrol or when working on foot in the residential colleges. The police department operates marked patrol vehicles and responds to all campus emergencies. For additional information about RUPD, visit <http://rupd.rice.edu>.

WHERE TO FIND US

The Rice University Police Department is as near as any of the blue-light emergency phones. Emergency phones are located throughout the campus, in the elevators of campus buildings, at the entrances of residential colleges and at the south entrance of the Graduate Apartments.

The campus police office is just inside Entrance 8, where Stockton Street meets University Boulevard. The dispatch/reception office is open and a supervisor is available 24 hours a day. Most administrative services are available during normal business hours. Other supervisory and administrative staff are on 24-hour response. RUPD's phone number is ext. 6000 on campus or 713-348-6000 off campus.

THE PEOPLE WE SERVE

Rice University enrolls approximately 3,529 undergraduate students and 2,350 graduate students and employs 1,073 faculty and 2,152 staff. Approximately 2,716 students live on Rice's 285-acre campus.

The university has a substantial library; a continuing studies program; frequent public concerts; theater productions; athletic events; and an ongoing program of public lectures, symposia and scholarly gatherings. These activities bring more than 1 million visitors to campus annually. During a year's time, Rice's police department answers approximately 16,850 calls for service and police response, with about 581 calls resulting in police action.

WHAT WE DO

The Rice University Police Department takes the lead in providing a safer environment for the university community by protecting persons and property. To achieve this protection, RUPD maintains patrols to deter and detect crime, to report fires and safety hazards, and to control traffic flow on campus. The department coordinates emergency response to the campus by outside agencies, such as ambulance and fire service.

The police department also is responsible for investigating crimes on campus. To ensure the security of the campus, it is important that members of the community promptly report all crimes and emergencies — including personal injuries, fire and traffic accidents — to RUPD. If requested by the complainant, RUPD will either assist in filing charges with the district attorney or describe other options for handling the matter.

When RUPD is informed of a serious crime on campus or in the campus vicinity, a crime-alert bulletin is distributed throughout the community. Also, crime logs are printed in the student newspaper, the Rice Thresher, and are available on the RUPD website at <http://rupd.rice.edu/safety.cfm> and at the police department.

RUPD also handles requests for service, such as escorting, assisting with starting cars, and unlocking building and room doors. These requests will be handled as promptly as possible but will be prioritized.

In all functions, members of the police department have a public relations role in rendering information and assistance to faculty, staff, students and visitors.

YOUR RESPONSIBILITY

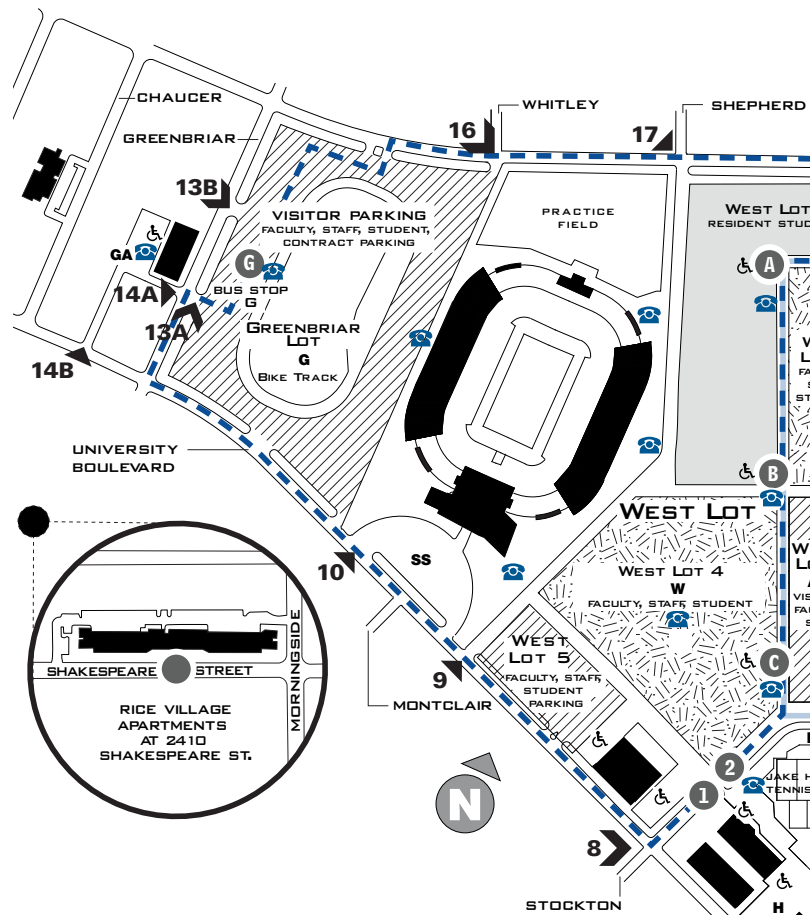
The cooperation and involvement of students, staff and faculty in campus security is absolutely necessary. All members of the community must assume responsibility for their own personal safety and the security of their personal belongings. Student, faculty and staff responsibility includes, but is not limited to, the following:

- Taking reasonable precautions to ensure their own personal safety.
- Locking offices and room doors.
- Locking windows.
- Marking valuable items and recording serial numbers.
- Locking bicycles.
- Locking vehicles.
- Protecting the security of buildings and offices by not letting strangers in or propping doors open.
- Reporting suspicious persons or activities to the police.
- Reporting crimes promptly to the police.
- Participating in campus and college crime prevention programs.
- Reporting all security-related maintenance problems.
- Staying aware of campus crime trends (reading bulletins and statistics).

GOAL

The goal of the Rice University Police Department is to promote a safe environment and thereby protect the lives and property of the university's faculty, staff, students and visitors. Toward this goal, departmental services are organized and implemented in a way that maintains the dignity of those served. The police department is charged with the following responsibilities:

- Protecting the constitutional rights of members of the community.
- Enforcing local and state laws.
- Identifying and eliminating safety hazards and opportunities for crime.
- Establishing effective crime prevention programs to educate the institutional community on protecting lives and property.
- Maintaining protective patrols to deter and detect crime, to detect fire and safety hazards, and to prevent traffic congestion and accidents.



Map Key

	Entrance Gates		Under Construction
	Visitor's Entrances		Emergency Phones
	Faculty/Staff Parking		Bus Stops
	Resident Student Parking		Inner Loop
	Commuter Parking		Greater Loop
	Visitor Parking		Graduate Apartments Route
	Accessible Parking		

HOW TO REPORT A CRIME

Any crime occurring on the Rice University campus, including the BioScience Research Collaborative, the Graduate Apartments on Bissonnet Street and the Rice Village Apartments on Shakespeare Street, should be reported immediately to the Rice University Police Department by calling ext. 6000 or 713-348-6000. This also applies to crimes occurring in Rice University offices located at the IBC building, 5615 Kirby Dr., and the Memorial Hermann Medical Plaza, 6400 Fannin St. If you are a victim of a crime at an off-campus location, notify the police agency with responsibility for that area or call 911. If you are unsure of the correct agency or want assistance in reporting, please call RUPD for assistance.

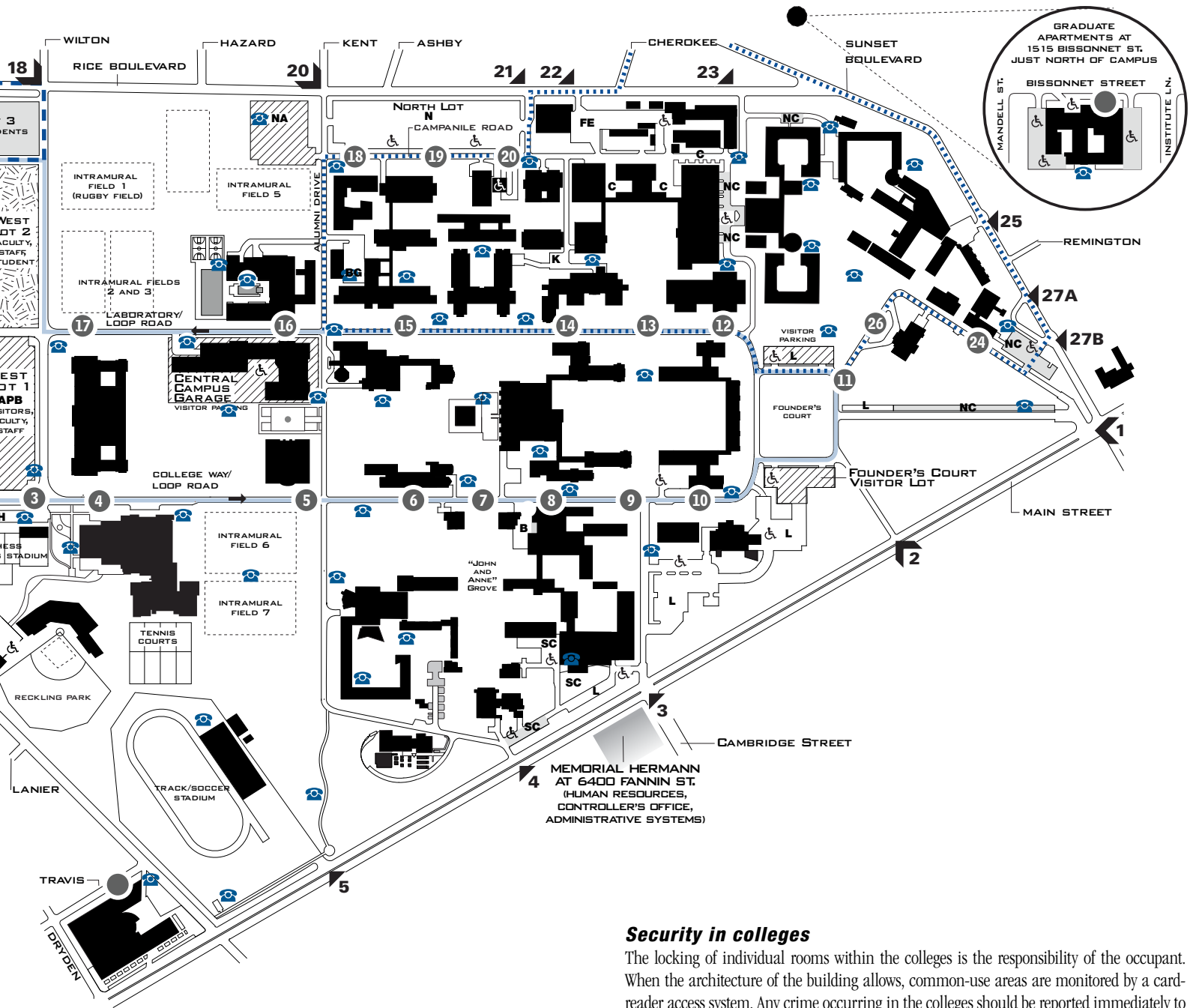
HOW YOU CAN CALL FOR SERVICE

You may request routine nonemergency services (escort, key service and car assistance) by activating any blue-light emergency or elevator telephone or by using a campus phone and dialing ext. 6000. From the telephone signal, the dispatcher can determine your location. An officer or security guard will be dispatched to you as soon as possible.

Calls for service are taken in order of the call. Emergency calls are given precedence over service calls.

BUILDING ACCESS AND SECURITY

Members of the Rice community can help protect their personal security and the security of campus buildings and offices by not letting strangers enter and by not propping doors open.



EMERGENCY NUMBERS

In an emergency:

- Pick up a blue-light emergency telephone — the dispatcher will know your location (see map for phone locations).
- Go to the nearest elevator for an emergency phone — the dispatcher will know your location.
- Go to any phone on the university system and dial ext. 6000 — the dispatcher will know your location.
- Dial 713-348-6000 from off campus.

Rice University Police Department

- Police/fire/ambulance — ext. 6000 or 713-348-6000
- Rice University Emergency Medical Services — ext. 6000 or 713-348-6000

Security in colleges

The locking of individual rooms within the colleges is the responsibility of the occupant. When the architecture of the building allows, common-use areas are monitored by a card-reader access system. Any crime occurring in the colleges should be reported immediately to the police. In addition, college masters and resident associates, college courts, the Office of Student Judicial Programs, the Rice Counseling Center and the Rice Wellness Center are all available to assist if the complainant is unsure whether the police should be involved.

Students are encouraged to report a door or monitoring device in need of repair to the student maintenance representative at their college. Students also may request lock changes when circumstances or conditions warrant a change. Further building security information is printed in the housing agreement, and the Housing and Dining office provides the 8-Minute Housing Guide online at <http://campushousing.rice.edu/UndergradContent.aspx?id=40>.

Security in academic areas

As a major research institution, most of Rice's academic buildings are open to authorized faculty, staff and students on a 24-hour basis. Most major campus buildings are monitored after normal working hours by an access-control system. Authorized personnel are admitted with an appropriately coded photo identification card. To preserve the security of buildings, access cards can be rendered inoperative by the campus police office. Faculty, staff and students must participate in keeping buildings secure by locking doors and windows, denying access to persons who try to enter without a card, and reporting suspicious persons or activities to RUPD.

Security of physical facilities

Facilities, Engineering and Planning provides maintenance and repair of lighting, locks, buildings and grounds. Although FE&P staff routinely evaluate the physical security of buildings and make improvements, it is important that staff, faculty and students report any unsafe conditions to that department or to the Department of Environmental Health and Safety at ext. 4444. These efforts are a basis for ensuring a more secure environment.

METROPOLITAN TRANSIT AUTHORITY (METRO)

A selection of METRO schedules and routes is available on the information rack outside the Cashier's Office on the ground floor of Allen Center. For more information, visit www.parktrans.rice.edu/metro.cfm or www.ridemetro.org.

UNIVERSITY SHUTTLE SERVICE

Rice provides convenient, comfortable air-conditioned buses to serve the Inner Loop, Monday–Friday, 6 a.m.–10:45 p.m., every five to eight minutes; BioScience Research Collaborative (BRC) and Texas Medical Center, Monday–Friday, 7:45 a.m.–5:45 p.m., every 30 minutes; Rice Village Apartments and Greenbriar Lot, Monday–Friday, 7:30 a.m.–10:30 p.m., every 15 minutes; Graduate Apartments, Monday–Friday, 7:30 a.m.–10:30 p.m., every 15 minutes. A night escort service is provided during the school year Sunday–Thursday, 10 p.m.–6 a.m.

On Friday evenings, there is shuttle service every 25–30 minutes between 5:30 p.m. and 12:30 a.m. from the Inner Loop to the Rice Village. On Saturday evenings, there is shuttle service every 15 minutes between 5:30 p.m. and 12:30 a.m. from the Inner Loop to the Rice Village. During the day on Saturday, shuttle service is provided from the Inner Loop between 11 a.m. and 3 p.m., every 30 minutes, to the Fiesta Shopping Center and Target on South Main Street. This service is offered during the school year.

On Saturdays, shuttle service is provided for residents of the Rice Graduate Apartments and the Rice Village Apartments between 10 a.m. and 3 p.m., every 45 minutes, to the Fiesta Shopping Center and Target on South Main Street.

For more information, call the transportation office at 713-348-5223 or 713-348-5996 or visit our website at www.parktrans.rice.edu.

PERSONAL SAFETY ESCORTS

Rice University provides an escort service seven days a week during the school year. The transportation department uses a 10-passenger van to provide escort service Sunday–Thursday from 10 p.m. to 6 a.m. The Rice University Police Department provides service on Friday and Saturday nights. You may request an escort by picking up a blue-light emergency telephone or by calling ext. 6000 or 713-348-6000.

WEAPONS

While the state of Texas has passed a law giving the right to licensed persons to carry a concealed handgun, the law also prohibits weapons on the campus of any educational institution. The Code of Student Conduct and university policy specifically prohibit possessing weapons on campus. Any person in violation of the law and/or university policy will be subject to arrest, prosecution and/or university sanctions.

RICE UNIVERSITY EMERGENCY MEDICAL SERVICE

The Rice University Emergency Medical Services (EMS) is a student organization that responds to all medical assistance calls received by the police department. All members are licensed with the state of Texas as technicians or paramedics. Members of the organization represent most of the residential colleges. Response time has been excellent, and it has proven to be a valuable asset in improving services offered by the police department. EMS services may be requested through the police dispatcher at ext. 6000 or by dialing 713-348-6000.

CRIME PREVENTION AND VICTIM ASSISTANCE

All officers of the Rice University Police Department are trained crime prevention practitioners. The department is convinced that it is easier and safer for all concerned to prevent a crime than it is to apprehend a criminal committing a crime. More importantly, when a crime is prevented, there is no victim.

Policing by prevention is a proactive approach that requires an informed public. The police department believes that an informed public can better protect itself and help in the prevention of crime. Campus police invite discussion of potential security problems on campus and are available for open forums on security issues.

Throughout the year, the university police take every opportunity to speak on personal safety, crime prevention and crime reporting. Officers speak at the residential colleges during Freshman Orientation Week, at informal meetings concerned with women's issues

and at RiceFest, the staff information fair. The university police also have sponsored special awareness events such as the Campus Night Out. College officers recruit volunteers in the various colleges to form a Campus Watch Program. Volunteer floor captains have been instrumental in reporting suspicious persons and emergency situations, such as water and electrical outages.

In addition, safety education programs are presented by such groups as the Wellness Center and the Houston Area Women's Center. Such programs are intended to encourage students and employees to be responsible for their own safety, to prevent crimes, such as sexual assault and drug and alcohol violations, and to inform members of the community how to report such incidents.

Written information on these subjects is published in policy and position statements in the Student Handbook and is distributed to departments in memorandum and electronic form. When appropriate, officers will make referrals to various assistance groups, such as the Women's Resource Center, the Counseling Center, the Wellness Center, the Employee Assistance Program, the EEOP/Affirmative Action Office or the Victims' Assistance Program.

SEXUAL MISCONDUCT/ASSAULT

Rice University will not tolerate sexual assault in any form, including acquaintance rape. If you are a victim of sexual assault, you have the right to:

- Report the incident to the police department and pursue criminal charges.
- Seek medical treatment as soon as possible, including the collection and preservation of evidence crucial to pursuing criminal action — an important step even if you are not immediately certain you want to pursue a criminal complaint.
- Access the wide range of support services provided by the university and off-campus organizations. All support services are independent from the police and the filing of a complaint.

Any student who is a victim of sexual assault should report the incident to deter further assaults. Others who are aware of sexual assaults should report them to ensure that victims receive the services they need. Incidents may be reported to the Rice University Police Department or the Houston Police Department. In addition, a report should be made as soon as possible to the associate dean of student judicial programs. Medical assistance should be sought to ensure preservation of physical evidence (rape kit). Psychological counseling is available on campus from the Rice Counseling Center, a member of which is on call 24 hours a day for emergency assistance. The Houston Area Women's Center rape crisis program also provides immediate advice and assistance to sexual assault victims.

In addition to criminal sanctions for forcible and nonforcible rape, acquaintance rape and other sexual offenses, the university's disciplinary procedures allow for a range of sanctions up to and including expulsion from residential living areas, expulsion from the institution and termination of employment status.

A member of the Office of the Dean of Undergraduates or the dean of Graduate and Postdoctoral Studies can assist a victim in notifying the police, changing academic and living accommodations if changes are reasonably available and filing a complaint against the perpetrator within the university's disciplinary system. The complainant and the accused have an equal opportunity to have others present at a disciplinary hearing and to know the outcome of the proceeding. Sanctions can include suspension or even expulsion from Rice. For further information, refer to the Code of Student Conduct or contact the assistant dean of student judicial programs.

Faculty, staff and students should report sexual harassment. The policy provides for resolving problems through any of the several channels set out in University Policy 830 or through a formal complaint, which can be filed with the Office of Equal Employment Opportunity Programs by calling ext. 4930 or 713-348-4930, or for students, with the associate dean of student judicial programs by calling ext. 4786 or 713-348-4786. A copy of Rice's policy prohibiting sexual harassment is distributed annually to all students, faculty and staff and is available from the Human Resources Office located in Suite 2600, Memorial Hermann Medical Plaza, 6400 Fannin St., ext. 2514 or 713-348-2514. The policy also is available on Rice's website at http://professor.rice.edu/professor/Rice_University_Sexual_Harassment.asp.

The university's policy and processes regarding responding to sexual harassment and general violence will be modified during the current academic year to reflect recent Department of Education regulations.

DRUG AND ALCOHOL ISSUES

As commissioned police officers, Rice University police enforce federal and state laws regarding the possession, use or sale of illegal drugs. RUPD also enforces the laws of the state of Texas regarding alcohol possession and use, including underage drinking laws. Information on alcohol or drug abuse education programs is available from the Wellness Center by calling ext. 5194 or 713-348-5194.

CRIME REPORTING

The Rice University Police Department complies with all federal requirements for disclosure of crime statistics. RUPD also maintains procedures through which victims or witnesses may report crimes on a confidential basis for inclusion in the annual report of crime statistics. Pastoral and professional counselors are encouraged, as they deem appropriate, to inform persons they are counseling of these procedures for confidential reporting.

INFORMATION ON REGISTERED SEX OFFENDERS

Information regarding registered sex offenders provided by the state of Texas may be obtained through the Rice University Police Department website at <http://rupd.rice.edu> or directly from the Texas Department of Public Safety registered sex offenders website at <https://records.txdps.state.tx.us/Dpswebsite/index.aspx>.

NOTICE OF MISSING STUDENT NOTIFICATION PROCEDURES

Federal law requires that Rice establish a policy for notifying parents or other designated persons should Rice determine that a student residing on campus is missing. That policy may be found at http://www.rupd.rice.edu/safety.cfm?doc_id=13908. The law also requires that students be informed of the following:

- If any person believes that a Rice student is missing, the person should make a report to RUPD.
- Rice will initiate emergency contact procedures in accordance with the student's designation if RUPD has been notified of, and makes a determination that, a student who is the subject of a missing person report has been missing for more than 24 hours and has not returned to campus, or if a local law enforcement agency notifies Rice that it has determined a student residing on Rice's campus is missing.
- Each student living in on-campus housing has the option of identifying a person or persons to be contacted by Rice not later than 24 hours after the time that the student is determined to be missing. Students can register this contact information confidentially

through the ESTHER website. Access to this information will be limited to authorized campus personnel, such as RUPD, the Office of the Dean of Undergraduates and/or the Office of the Dean of Graduate Students and Postdoctoral Studies.

- If a student is under 18 years of age, and not an emancipated individual, Rice is required to notify a custodial parent or guardian (in addition to any other contact person designated by the student) and the notification must occur not later than 24 hours after the student is determined to be missing.
- Regardless of whether the student has named a confidential contact person under this procedure, Rice will notify any appropriate local law enforcement agencies not later than 24 hours after the student is determined to be missing.

RICE UNIVERSITY EMERGENCY COMMUNICATION, RESPONSE AND EVACUATION PROCEDURES

Emergency communications to the university community

Upon confirmation of a significant emergency or dangerous situation occurring on the campus and involving an immediate threat to the health or safety of students, faculty or staff members, Rice University will provide accurate and timely information to the campus community during such emergencies. Rice may utilize a variety of communication methods, including text messaging to mobile phones, email, voice mail, Web pages, emergency hotlines, announcements via Rice's public address system, meetings in affected buildings and announcements in the news media. In the case of a severe weather emergency, an episode of campus violence or other sudden emergency, Rice University will use an automated system to notify students, faculty and staff of the nature of the emergency and of any steps the recipient should take to safeguard his or her personal welfare. To ensure that students, faculty or staff members receive this critical emergency information, they should maintain updated contact information in the ESTHER system. Contact information can include local and home emergency numbers, where Rice can most effectively provide

Safety Tips

General safety

- Be aware of your surroundings and alert to any signs that something may be wrong or out of place. Pay attention to your instincts.
- Stay in well-lighted areas and walk midway between curb and building. Stay away from alleys and bushes when possible.
- If you work or study in unoccupied buildings at night, be sure to lock the door to your space. Call for an escort if you feel uneasy.
- Don't carry extra credit cards or money.
- Walk with someone whenever possible.
- Take the shuttle bus or request an escort when traveling alone at night.
- Don't fight back if someone demands or forcibly takes your wallet, book bag or purse. Turn it over rather than risk personal injury.
- Keep an inventory of valuable possessions. Mark all items that do not have a unique serial number. For assistance in marking possessions, call the police department at ext. 6000 or 713-348-6000.
- Do not attach your identification to your key chain or mark your keys with your name and address.
- Get to know neighbors and exchange information about suspicious activities.
- When using an automated teller machine after banking hours, use a well-lighted, visible location. ATMs located inside a store or a mall give more visibility.
- Call the police department to report a crime or suspicious activity or to discuss any other concern.
- When jogging, do not wear headphones and be sure to pay attention to others around you and to vehicles approaching jogging paths.
- If you feel threatened, go to the nearest place you feel secure and call the police.
- If you feel you are being followed, go to a safe location and call the police. If you are driving, do not go to your residence or attempt to outrun the other person. Drive to the nearest police station if possible.

Office safety

- When working late, make sure doors to your work space are locked. Let someone know your location and the time you expect to leave.
- Never prop doors open, even for a short time.

- Do not loan your office keys or allow them to be copied.
- Do not hold the door open for anyone. Even if you recognize them, it doesn't mean they have after-hours access to your building or work area.
- Use main stairwells or elevators whenever possible.
- Keep your purse, wallet or other valuables in a locked cabinet or drawer. Never leave them on or underneath a desk.

Car safety

- Lock all doors after parking.
- Keep a copy of your registration, title and vehicle identification number in a safe place.
- Store your valuables, such as tapes or CDs and radar detectors, out of sight. Your trunk is a good place.
- If you park your car on campus but don't use it regularly, check on it daily.
- Report thefts — as well as suspicious activity in parking lots or near a parked car — to the police department.
- Consider an antitheft device, such as a kill switch, for your vehicle.
- If confronted by a car jacker, do not resist. Get away and call the police.
- When driving, be aware of persons standing near intersections. Remove the opportunity for a carjacking by creating distance between you and anyone who makes you uncomfortable by approaching your car.
- If bumped from behind by a car, drive to a safe public location before getting out of your vehicle.

Bike safety

- Ride defensively, with the flow of traffic.
- Use hand signals.
- Walk your bike across busy intersections.
- Perform regular bike maintenance.
- Register your bike with the police department.
- Use bicycle racks and a high-security U-shaped lock.
- Do not chain or otherwise attach bike to trees, handrails, light poles, or other devices or structures where they could become a safety hazard or cause property damage.
- Report suspicious persons loitering around bike racks.

time-sensitive emergency information; usually these contact numbers will be for mobile phones or other hand-held electronic devices. Rice will limit use of this emergency contact information to only the most urgent campus emergencies. Rice urges community members to take seriously any emergency notifications received via their primary emergency contact point and to respond accordingly.

In the event of a severe, time-sensitive emergency, persons on campus (depending on their location) may also hear announcements or instructions via Rice's public address system. Persons should take seriously any announcements received in this manner and follow any instructions provided.

At Rice, confirmation of significant emergency or dangerous situations is usually made through the Crisis Management Team, though in extremely time-sensitive situations the Rice University Police Department, the Office of the President, or the Office of the Vice President for Administration may make such a confirmation. The content, appropriate distribution and initiation of any emergency communications will usually be determined through these same channels. These determinations will be made while taking into account the safety of the community, and emergency notifications will be made without delay (unless issuing notifications will, in the professional judgment of responsible authorities, compromise efforts to assist a victim or to contain, respond to or otherwise mitigate the emergency). The offices listed above, as well as the various members of the Crisis Management Team, are responsible for making the decisions discussed in this paragraph. (Refer to Rice Policy 105 for more details about Rice's emergency management procedures.)

The university will test its emergency communications systems, as well as its public address warning system, at least once per calendar year, at which time Rice will publicize the overall emergency communication system. This testing will usually be announced in advance. RUPD will document the nature and date of the test (as well as whether the test was announced or unannounced).

Evacuation procedures

Each building at Rice has a unique evacuation plan and building occupants should familiarize themselves with these plans. A larger scale evacuation plan may be formulated by the university for a particular emergency or situation, in which case such a plan may be transmitted via the most appropriate channels of communication discussed above.

Calls seeking police, fire and EMS assistance

Anyone on campus requiring emergency police, fire or medical services may dial ext. 6000 from any Rice phone to reach the Rice University Police Department (or use the blue-light emergency phones located around campus or the emergency phones found in most campus elevators). Callers may also dial 911 to reach the Harris County 911 Service. A direct call to RUPD at ext. 6000 (713-348-6000 from a non-Rice phone) may shorten response times to campus emergency calls, especially calls for police and emergency medical services. For nonemergency situations, a caller may also dial ext. 6000 to reach RUPD.

STATISTICAL INFORMATION

A federal law, the Jeanne Clery Disclosure of Campus Security Policy and Campus Crime Statistics Act, establishes the requirements for collecting and reporting campus crime statistics. The classifications of crimes used in these reports are defined in the U.S. Department of Justice, Federal Bureau of Investigation Unified Crime Reports or, for sex offenses, the National Incident Based Reporting System. The following is the report of statistics for years 2008 through 2010.

2008				
	On campus	Noncampus	Public property ¹	Residential facilities ²
Criminal homicide:				
Murder & non-negligent manslaughter	0	0	0	0
Negligent manslaughter	0	0	0	0
Sex offenses:				
Forcible sex offenses	0	0	0	0
Nonforcible sex offenses	0	0	0	0
Robbery	2	0	0	0
Aggravated assault	2	0	1	0
Burglary	12	0	0	3
Motor vehicle theft	2	0	0	0
Arson	0	0	0	0
Arrests/Referrals³:				
	Arr/Ref	Arr/Ref	Arr/Ref	Arr/Ref
Liquor law violations	7/33	0/0	0/0	3/27
Drug law violations	3/1	4/0	2/0	2/1
Weapons laws violations	0/0	1/0	0/0	0/0

2009				
	On campus	Noncampus	Public property ¹	Residential facilities ²
Criminal homicide:				
Murder & non-negligent manslaughter	0	0	0	0
Negligent manslaughter	0	0	0	0
Sex offenses:				
Forcible sex offenses	2	0	0	2
Nonforcible sex offenses	0	0	0	0
Robbery	0	0	0	0
Aggravated assault	0	1	6	0
Burglary	33	0	0	7
Motor vehicle theft	0	0	0	0
Arson	0	0	0	0
Arrests/Referrals³:				
	Arr/Ref	Arr/Ref	Arr/Ref	Arr/Ref
Liquor law violations	12/31	0/4	0/0	5/23
Drug law violations	3/2	3/0	0/0	1/2
Weapons laws violations	0/0	0/0	1/0	0/0

2010				
	On campus	Noncampus	Public property ¹	Residential facilities ²
Criminal homicide:				
Murder & non-negligent manslaughter	0	0	0	0
Negligent manslaughter	0	0	0	0
Sex offenses:				
Forcible sex offenses	1	0	0	0
Nonforcible sex offenses	0	0	0	0
Robbery	0	0	3	0
Aggravated assault	0	1	4	0
Burglary	31	0	12	11
Motor vehicle theft	4	0	1	0
Arson	0	0	0	0
Arrests/Referrals³:				
	Arr/Ref	Arr/Ref	Arr/Ref	Arr/Ref
Liquor law violations	10/35	0/0	0/0	5/29
Drug law violations	4/8	0/0	4/0	4/4
Weapons laws violations	0/0	0/0	1/0	0/0

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1. This includes offenses that were reported to the Houston Police Department on the streets and sidewalks immediately adjacent to the Rice University campus and includes Greenbriar Street, University Boulevard, Rice Boulevard, Sunset Boulevard, Dryden, Travis and Main Street.
2. Residential facilities statistics also are included in the "on-campus" statistics.
3. Referrals are to university judicial processes. Figures reflect regulatory clarifications.

HATE CRIMES

For the categories of crime listed above and for crimes of larceny-theft, simple assault, intimidation, destruction/damage/vandalism of property and any crime perpetrated on the basis of prejudice that results in bodily injury, the university is required to report hate crimes by category of prejudice, geographic location, year the incident was reported and category of crime. However, for the years covered by this report (2008, 2009 and 2010), Rice University has received no reports of crimes that fit these criteria.

DEFINITIONS OF GEOGRAPHICAL CATEGORIES:

A. On campus means

- 1) any building or property owned or controlled by an institution of higher education within the same reasonably contiguous geographic area of the institution and used by the institution in direct support of, or in a manner related to, the institution's educational purposes, including residential halls, and
- 2) property within the same reasonably contiguous geographic area of the institution that is owned by the institution, but controlled by another person, is used by students and supports institutional purposes (such as a food or other retail vendor).

B. Noncampus (building or property) means

- 1) any building or property owned or controlled by a student organization recognized by the institution, and
- 2) any building or property (other than a branch campus) owned or controlled by an institution of higher education that is used in direct support of, or in relation to, the institution's educational purposes, is used by students and is not within the same reasonably contiguous geographic area of the institution.

C. Public property means

all property that is within the same reasonably contiguous geographic area of the institution, such as a sidewalk, a street, other thoroughfare or parking facility, and is adjacent to a facility owned or controlled by the institution if the facility is used by the institution in direct support of, or in a manner related to, the institution's educational purposes.

HELP US HELP YOU

We take great pride in the many police and service functions offered to the university community. Your advice can help us improve our performance. If you have a question about police services or a complaint about a specific incident, you are welcome to:

- Visit the website at <http://rupd.rice.edu>.
- Call police dispatch and ask to speak with a shift supervisor.
- Visit our office at Entrance 8 and University Boulevard.
- Send a written inquiry or complaint to:

Rice University
Clemente Rodriguez, Interim Captain
RUPD-MS 551
P.O. Box 1892
Houston, TX 77251-1892

- Contact us by email at crod@rice.edu or by telephone at 713-348-4896.

This report contains the information outlined in the Higher Education Opportunity Act (HEOA) for Fire Safety Reporting for on-campus student housing facilities at Rice University. The Environmental Health and Safety Department of Rice University has created this report from information received from the Housing Department and documented fire reporting from the Rice University Police Department.

FIRE STATISTICS AND FIRE LOG

The Rice University Environmental Safety Department maintains the university fire alarm log in conjunction with the Rice University Police Department on all statistics on fires and related injuries, death and loss in campus housing as defined by the HEOA of 2008.

For the calendar year 2010 there were no reportable fires within campus housing.

2010

No reportable fires

FIRE DETECTION AND SUPPRESSION SYSTEMS

All on-campus housing facilities have fully functional, addressable fire detection systems complete with smoke detection, audible alarms and pull stations. In addition, all on-campus residential facilities have 100 percent fire sprinkler protection throughout the building. All of the fire alarm and fire suppression systems are networked and monitored by the Rice University Police Department at their dispatch location, 24 hours a day, seven days a week.

All fire detection and suppression systems have an annual and semiannual inspection as required by the city of Houston Fire Department. Systems are maintained by a fire alarm company as directed by Rice University Housing and the Environmental Health and Safety Department.

FIRE DRILLS

Mandatory, supervised fire drills are conducted once a semester in the fall and spring by the Rice University Housing staff in conjunction with the student maintenance staff and the Rice University Police Department. Fire drills are conducted in the evening hours after dinner. A check list of items is reviewed by the student maintenance staff conducting the drills and forwarded to the Housing Department for review. Any deficiencies in equipment are corrected immediately and any misconduct by the students is directed to the residential College Board. All students must participate in the fire drills.

Fire Drills were conducted on the following dates:

FALL 2010		
Baker College	Tue., Nov. 23, 2010	8 p.m.
Brown College	Wed., Dec. 1, 2010	7 p.m.
Duncan College	Tue., Nov. 30, 2010	8 p.m.
Hanszen College	Tue., Nov. 23, 2010	9 p.m.
Jones College	Wed., Dec. 1, 2010	7 p.m.
Lovett College	Mon., Nov. 22, 2010	8 p.m.
Martel College	Thu., Nov. 18, 2010	9 p.m.
McMurtry College	Fri., Nov. 19, 2010	7 p.m.
Sid Richardson College	Wed., Dec. 1, 2010	9 p.m.
Wiess College	Wed., Dec. 1, 2010	9 p.m.
Will Rice College	Fri., Dec. 3, 2010	4:30 p.m.

SPRING 2011		
Baker College	Mon., March 21, 2011	8 p.m.
Brown College	Wed., March 23, 2011	7 p.m.
Duncan College	Wed., April 15, 2011	8 p.m.

Hanszen College	Mon., March 7, 2011	10 p.m.
Jones College	Mon., April 4, 2011	8 p.m.
Lovett College	Mon., March 7, 2011	9:40 p.m.
Martel College	Thurs., March 10, 2011	9 p.m.
McMurtry College	Mon., March 7, 2011	9:50 p.m.
Sid Richardson College	Thurs., March 17, 2011	10 p.m.
Wiess College	Mon., March 21, 2011	9:30 p.m.
Will Rice College	Fri., April 15, 2011	4 p.m.

CAMPUS POLICIES ON APPLIANCES

One 3.6-cubic-foot or smaller refrigerator is permitted in your room. You may also use any desired audio/visual or desktop computer equipment. Toaster ovens and other heating appliances will overload circuits and are a fire risk, as are ceiling fans or any appliance requiring modification of electrical fixtures. These items are not allowed. For cooking needs, each college has the convenience of fully equipped kitchenettes.

Please do not use halogen lamps. While these lamps may provide bright light, they do so at the expense of great energy and dangerous heat near 1100-degrees Fahrenheit. These types of lamps are a proven fire hazard and may constitute a finable offense if used in campus housing.

OPEN FLAME POLICY

Do not use candles. An open flame is prohibited in all residential colleges. These will set off fire alarms and are extremely hazardous if left unattended.

SMOKING POLICY

To provide a healthy and safe environment across campus, Rice implemented a nonsmoking policy. The policy prohibits smoking inside any building or vehicle owned or leased by the university and at any open-air athletic and recreational facility at Rice.

Smoking is prohibited in:

- All academic areas, including classrooms, lectures halls, libraries, seminar rooms, clinical rooms, computing facilities, research laboratories and individual faculty offices;
- All common/public areas, including conference rooms, auditoriums, exhibition areas, indoor athletic facilities, theaters, food service areas, waiting rooms, retail service areas, lounges, hallways, stairwells, elevators, lobbies, waiting rooms, locker rooms, restrooms, office reception areas and customer service areas;
- All offices, including faculty and staff offices and offices of student organizations;
- Student housing and dining areas, including bedrooms, bathrooms, hallways, common areas, kitchens, dining halls, elevators, stairwells, balconies and exterior corridors;
- Every university-owned or university-leased motor vehicle;
- Every outdoor area in which smoking would present a fire or safety risk;
- Every outdoor stadium or event area;
- Within 25 feet of an entryway, exit or wheelchair ramp serving any entry or exit;
- Within 25 feet of a building's outdoor air intake or operable windows.

If a university facility designates an outdoor smoking area, smoking near that building may take place only within that area. Each residential college may establish its own outdoor designated smoking area as long as it does not conflict with the prohibited areas described in Rice's policy.

Anyone who uses a permissible smoking area should ensure that cigarette butts and other smoking materials and trash are placed in appropriate containers to avoid littering the campus.

Smoking is permitted by artists and actors who participate in authorized performances that require smoking as an integral part of an artistic production.

We hope compliance issues with the nonsmoking policy can be resolved informally through discussion and education. Repeated violations of the policy could result in disciplinary action.

Noncompliance issues involving staff should be brought to the attention of the person's supervisor and, if necessary, Human Resources, if the matter cannot be resolved informally. Similarly, faculty noncompliance should be reported to the department chair or dean. Student-raised issues within residential colleges should be brought to the attention of the college master or judicial committee. Other student issues that cannot be resolved informally should be referred to the associate dean of student judicial programs. Graduate students living in Rice graduate residences should address issues in accordance with the policies of their residences. Noncompliance involving visitors to campus that cannot be resolved informally should be referred to the Rice University Police Department.

PROCEDURES FOR EVACUATING STUDENT HOUSING

During Freshman Orientation Week and throughout the year, students receive instruction on evacuation from their room and location of meeting points throughout the campus. Evacuation maps are located near elevators and/or stairwells throughout the building. Each dorm has at least two resident associates and one college master living on-site to ensure a swift and complete evacuation. A list of Students with Physical Disabilities is maintained by the college master.

FIRE SAFETY EDUCATION AND TRAINING PROGRAMS

All Rice University police, housing maintenance staff and Environmental Safety personnel are trained in emergency response, fire safety and evacuation procedures.

Protocols and information about residential fire safety is listed on the Rice University website at <http://safety.rice.edu/college%20fire%20safety.htm>.

All fire alarm panels at Rice University are monitored 24 hours a day by the Rice University police dispatcher. Upon activation of any trouble or alarm in any building, the Rice University police officers are notified by radio to respond. Students are advised not to re-enter the building until the all clear has been given by Rice University police or the Houston Fire Department.

Rice University police are state-commissioned peace officers who routinely take continuing education programs in the areas of Fire Safety and Emergency Response. Environmental Health and Safety Department Staff is also trained in fire safety response and recovery.

Students are advised to call RUPD at 713-348-6000 to report an alarm or any situation that could potentially become a hazard, fire situation or an emergency. Any unsafe condition should be reported to the Rice University Housing and Dining office by phone or through the student work order process.

PLANS FOR FUTURE IMPROVEMENTS IN FIRE SAFETY

In summer 2010, all of the residential college fire alarm panels were upgraded with new panels and software. Educational classes in fire safety and emergency response for the students are continually evaluated. This year's evaluations will be reviewed and the training modified based on comments received.