

HANDOUT C-4 UAPB

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SEVERE WEATHER

FIRE

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over 

Now Your Phone Can Keep You Safe and Help Protect Your Friends

The Rave Guardian App helps keep you safe on campus and off campus by giving you direct connections to campus safety, family, friends, and others you trust. You can feel safe anytime, knowing your Guardians are watching out for you.



Set a Safety Timer

Set a Safety Timer whenever you are alone or in an unfamiliar place.



Connect with Guardians

You can invite family, friends, and others you trust to be a part of your safety network as your Guardians.



Easier Emergency Communications

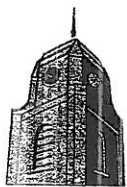
Call Public Safety officials for help and send text tips if you see something suspicious.



RAVEGuardian

To download, search “**Rave Guardian**” in the
App Store or Google Play Store.





UNIVERSITY
of ARKANSAS
AT PINE BLUFF

1873

UNIVERSITY POLICE AND PUBLIC SAFETY DEPARTMENT

MEMORANDUM

TO: All DPS and University Police Personnel

FROM: Chief Maxcie Thomas *[Signature]*
Director/Chief of University Police & Public Safety

DATE: November 23, 2015

RE: Directive for Notification of Serious Incidents

This memorandum shall serve as a departmental directive for immediate call notification of all incidents determined as serious by the severity of the circumstances. Incidents meeting the criteria as serious shall be determined by officer's onsite appraisal of the circumstances involved. For the purpose of severity classification, the following list identifies specific incidents that require immediate call notification to the Patrol Supervisor, Lieutenant Linda Johnson. The Chief of UAPB Police Department will be notified by Lt. Johnson, except for occasions when Lt. Johnson is unattainable by the responding officer.

Notification of the following described incidents shall be made if the incident occurs on the UAPB Campus or off Campus during a university function, if the security detail for the event is comprised of university police and/or collaborative security details with other agencies at of campus facilities.

1. Homicide
2. Loss of Human Life Under any circumstances
3. Armed Robbery
4. Aggravated Robbery
5. Aggravated Assault with a weapon
6. Discharging a Weapon from a Vehicle
7. Discharging of a firearm
8. Battery with a Weapon
9. Battery involving multiple Subjects or Suspects
10. Rape
11. Attempted Rape
12. Attempted Suicide (Drug Overdose, self-inflicted injuries)

13. Arson of University Facilities
14. Arson involving Vehicles on University Campus
15. Use of Force to Effect an Arrest (pepper spray, Taser, PR-24, etc.)
16. Use of Deadly Physical Force
17. Pursuits (Officer initiated and/or involved)
18. Burglary of University Facilities (regardless if forced entry was used, Holiday Hall, Caldwell Hall, KK Science Bldg., Student Union, Resident Halls, ect).
19. Vandalism of University Facilities (graffiti painted on buildings, defacing marks, labs or classrooms ransacked and ect.)
20. Auto Theft
21. Physical Arrest for Drugs
22. Physical Arrest for Guns on University Campus
23. Criminal Citations issued for Drugs, but no Physical Arrest
24. Injury Related Motor Vehicle Accidents
25. Pedestrian fall related injuries or other Injuries associated with fallen, thrown or projected objects
26. Departmental Motor Vehicle Collisions (Patrol Unit)
27. University Motor Vehicle Collisions (State Vehicle)
28. Discharging of a Firearm by Departmental Member
29. Any Injury related Incident requiring Medical Attention for Injuries
30. Arrest made on Campus by Other Law Enforcement Agencies
31. Physical Altercation involving Faculty Members
32. Physical Altercation involving other University Employees or Sub-Contracted employees.
33. Department of Corrections Inmates Working on Campus
34. Power Failure

Offenses for Title IX Reporting Requirements

35. Dating Violence
36. Sexual Assault
37. Domestic Violence (Battery)
38. Stalking
39. Hate Crime
40. Sexual Harassment

Campus Safety and Security Plan

DEPARTMENT OF PUBLIC SAFETY & POLICE

***DIVISION OF STUDENT AFFAIRS
UNIVERSITY OF ARKANSAS AT PINE BLUFF***

***PRESENTED TO:
Higher Education Subcommittee
of the
Arkansas Legislative Council***

***PREPARED BY:
MAXCIE THOMAS
CHIEF/DIRECTOR OF UNIVERSITY POLICE and PUBLIC SAFETY***

May 10, 2018

The mission of the UAPB Police and Public Safety Department is to adhere to and enforce the rules and regulations as set forth by the University's Administration, by the City of Pine Bluff, and by the State of Arkansas; to serve and protect, and to ensure a safe environment for the University community; to reduce the incidence and fear of crime; and to deliver quality services in a professional and ethical manner.

UAPB Campus Design

University of Arkansas at Pine Bluff- The University of Arkansas at Pine Bluff is an 1890 Land-Grant HBCU with a diverse student population, competitive degree offerings and stellar faculty. For more than 138 years, the University of Arkansas at Pine Bluff has worked to create an environment that inculcates learning, growth and productivity while affording a basic need to its students – a chance to advance.

The campus is located at 1200 North University Drive, on the north side of Pine Bluff, but within the boundaries of Pine Bluff City Limits. The geographic layout of the University Community is approximately one mile in length from Reeker Street north to McFadden Road, and extends approximately ½ mile west from University Drive on Oliver Road to Woods Farm Road. The south end of the campus commences at University Drive and Fluker Street, and extends ¼ miles east to L.A. “Prexy” Davis Drive, and then back north approximately one mile to Oliver Road. The following streets form a rectangular shape around the campus community.

University Drive, L.A. “Prexy” Davis Drive, Fluker, Magnolia, Reeker, Hill, Oliver Street, McFadden Road.

Campus gates are installed at two different locations on L.A. “Prexy” Davis Drive, and one location on Hill Street. Although the gates can be used to regulate the flow of traffic, the campus overall is an opened community, which is vehicle accessible from nine (9) adjoining streets. The layout and designed in itself provide a security challenge in an effort to prevent unauthorized vehicles associated with criminal activity from entering the campus at any given time and committing a crime while remaining undetected. Lack of police presence is one of the primary causes for crimes of opportunity. Over the past several years the UAPB Campus has continued to expand in facilities and residential student population. Overall the campus community population is approximately **3,500** Faculty/Staff/Students including the residence halls with a housing capacity of **1,550** students, and seventy-seven (77) academic facilities. The construction of an additional dormitory and an overall increase in campus population has placed a more challenged and demanding responsibility on the University Police Department.

The main objectives of the department is campus safety and security, crime prevention, reduction, and to deter criminal activity. Enforcement and Security Protocols have been developed and are dedicated toward preventing crimes, enhancing safety and security, and mitigating risk. This security plan was development to address safety and security concerns unique to the UAPB Campus. It implements a system of police services and

public safety programs to ensure the University Community works conjunctively in a professional, harmonious and creative manner focused on solving problems related to personal safety and security, crime and disorder.

The Security Plan is comprised of but not limited to the following components and services.

- **UAPB Police and Public Safety**

University police will patrol all areas of the campus and continue to enhance security protocols. Emphasis will continue to be placed on all resident halls, designated areas for high student activity such as the L.A. Davis Student Union, Library, Bell Tower Courtyard, buildings and parking lots. Security reassessment will be conducted periodically to determine if the need exist for modifications or improvising to ensure the efficiency of the plan.

The Organizational Structure of the department ensures continuity and integrity. This ensures a uniformed objective focused on the overall mission of the department. The purpose is to reinforce the Chain of Command level of communication.

The Chain of Command provides channels of communications within the structure of the department and enables the delegation of authority, placing of responsibility, and assures supervision and coordination. This provides better administrative and supervisory control within the department and assures that up and down levels of authority will be followed by each member regardless of rank. Any officer who has been given the responsibility by a superior officer in the chain for a specific function will also be given the authority to accomplish that specific function. To facilitate the overall mission of the department, I have delegated supervisory authority and assigned designated personnel with specific duties and responsibilities.

- **Patrol Officers:** will patrol the campus and perform the duties of police officers in a diligence and professional matter and deter criminal behavior throughout the campus. All officers will participate in anti-crime task force operations, special security assignments, and other programs dedicated to enhance security and reduce crime/incidents, and willfully follow the directives of all supervisors.
- **Pass & ID Checks** – Check all students and faculty passed and ID at random points on the campus, insuring that they are not expired and are not transferred to another person. Assess a fine to students who do not show their ID (This must coordinated with Mr. Elbert Bennett, Administrative Coordinator for Student Affairs.)

- **Maintain all Security Standard Operating Procedures** – Development of a uniform system of all SOPs subject to approval by the Chief and Administrative Coordinator for Student Affairs.
- **Emergencies** – Insure that all emergencies are handled properly, and Standard Operating Procedures for all emergencies are kept up-to-date, all parties involved are familiar with their roles, and periodic drills are conducted. Make sure emergency doors are working properly and blue lights outside of buildings are responded to properly and kept in good operating condition. Coordinate with Jefferson County Office of Emergency Services MECA for all emergencies (chemical, natural, etc.)
- **Securing Doors** – All non-classroom building will be locked at 6 p.m. daily; this also includes the Golden Lions Stadium. All academic building where evening classes are held will be secured at 9:00 p.m. Mon thru Fri. All doors which malfunction will be reported to the Interim Chief and the Physical Plant Director.
- **Investigations** – Investigations are handled in accordance with standard operation procedures.
- **Sports Events and Special Events** – Responsible for patrols at all events, coordinating with other law enforcement agencies to insure proper coverage. The following procedure shall apply to all Special Events.
- **Traffic and Identification** – Administrative Support Service delegated to Ms. LaTasha Davis for processing vehicle registrations and student/faculty/staff identification cards. Additionally, Ms. Davis is responsible for creating and maintaining a photo ID database of all Students in the Residence Halls
- **Security of Resident Halls and Parking Lots** --Resident Halls will be patrolled by Campus Police and designated Dorm Coordinators or Resident Hall Assistant Officers.

In addition Resident Hall Security Officer will be responsible for patrolling the following Dorms and Parking Lots. Supervision and security will be coordinated by the Chief of Police and Administrative Staff Lieutenant.

- Harrold Complex Living and Learning Center
- Hunt Resident Hall
- Lewis Resident Hall
- Douglas Resident Hall
- JBJ Resident Hall
- Delta Resident Hall

APB Police Substation

All security assignments will be coordinated and implemented from the Public Safety Substation. Other duties may include, but are not limited to the following.

Development of SOP(s) for conducting campus patrol to include:

- Areas of Patrol, reporting malfunctioning equipment, lighting, suspicious activity, and ect.
- Frequently Patrolling all areas of the campus and along with designated selective patrol technique over a twenty-four (24) hour period
- Campus perimeter – University, L.A. “Prexy” Davis Drive, Fluker, Magnolia, Reeker, Hill, and Oliver Street.
- All Campus Parking Lots – from 6:00 p.m. until 6:00 a.m. daily. When the athletic team or band travels, the patrol will be extended to 8:00 a.m. (send reminders to coaches prior to all trips). Develop a patrol schedule for all parking lots, checking parked vehicles, and any other vehicles parked for prolonged periods of time.
- Post Patrol – Dedicated for security of students and faculty during night time and after hour classes (**6:00 pm to 9:30 p.m. M-T**).
- Dorm Activities – Coordinate with Dorm Coordinators and Residential Aids to assist with dorm activities. Review RA job description in order to better assist them.
- The night lights at Golden Lion Stadium will be monitored daily during regular patrol.
- Shift Sergeants shall be assigned to the following shifts.

PUROPSE

To establish guidelines for obtaining security services at Special Events.

POLICY: It is the responsibility of the University Police to ensure that a consistently high level of security is provided by law enforcement service to all campus organizations and departments; sponsoring special events on campus or sanctioned activities off campus. The following steps shall be taken by Campus Organizations and Departments requesting to facilitate the special event process.

1. The SPACE REQUEST FORM must be processed in compliance with current established procedures (-see bullet instructions on space request forms-).
2. All required signatures (-see space request form instructions-) must be obtained before submitting the form to University Police.
3. Events forms shall be walked through to obtain original signatures and eliminate the potential for fraud, or misplacement of the form.
4. Advisors must be present at all events.
5. Events requiring security must be received by University Police at least three (3) weekdays prior to the date of the event.
6. Security assessments will be based on type of activity associated with the event, time of event (particularly events that extends beyond normal classroom hours), location, availability of security personnel and risk factors vs. safety.
7. Security devices and Identification checks will be discretionary implemented based on activity.
8. Facilities are not to be opened until arrival of security personnel
9. Security Personnel will conduct an inspection of the designated and authorized facility prior to the start of the event, periodically during the event, and at the conclusion of the event.
10. The condition of the facility will be called in to the University Police Dispatcher, and request that the status check be recorded on the activity log.
11. Damage associated with an event's activity will be grounds for immediate termination of the event. Additionally, the organization or department sponsoring the event will be responsible for cost of all repairs, and are subject to administrative sanctions.
12. Cause for termination of an event will also result for inappropriate conduct. Such conduct may be determined inappropriate if it fall along the lines of a sexual nature, offensive or disrespectful in appearance to reasonable judgment, and indecent exposure.
13. A report of all incidents must be filed with Campus Police.
14. Facility Damage reports will be forwarded to Administrative personnel and the appropriate Building Manager.

15. Pursuant to Arkansas Fire Codes; access will not be allowed into any facility that has been filled to its occupant capacity.
16. Estimated cost for Security Services will be invoiced to Organizations, Departments, and other Sponsors in advance. Payment for security services will be processed according to provision and guidelines specified by purchasing.
17. Security Services for special events that are not associated with University Organizations shall be invoiced in advance and payment received prior to services rendered.
18. **Metal Detectors** –Metal detectors will continued to be used at all events, unless is has been determined otherwise by the UAPB's administration and the criteria of the event. When it is impractical to use walk-through metal detectors, hand held metal detectors may be utilized. Security devices and Identification checks will be discretionary implemented based on activity.

This policy is in no way intended to discourage campus activities, but was formulated as a guideline to enhance security protocols and streamline the transaction associated with the event process.

- **Crime Prevention** –Campus Police will present, sponsor and coordinate crime prevention awareness at all Resident Halls – 2x per semester. A calendar will be set up in all dorms and at all freshman orientations. Criminal Justice Students will work with Public Safety.
- **Substation Available to other Law Enforcement** - The office adjacent to Delta Dorm will be available for conducting business 24 hours per day. Both sections of the UAPB Public Safety/Police Department will insure that computers, telephones, etc. are available and in proper working condition.
- **The UAPB Police Substation will service as the primary center for conducting investigations, completing reports, and other police activity.**
- **Radio Room** – Insure that the radio room is properly manned and equipment is functioning properly.
- **Cameras** – Monitor all surveillance cameras and insure they are kept in good operating condition. Make assessments of additional camera needs, i.e., no dark spots on campus, especially on parking lots and building access.
- **Work Orders** – Insure that work orders are completed correctly and submitted to the appropriate office.
- **New Building, Construction, Roads, Lighting** – Insure that scheduling for security for all renovations, construction, roads and lighting performed timely.

- **Post Signs** – No Smoking, No Loitering, ID & Vehicle Decal check randomly.
- **Key Control** – Coordinate with Physical Plant and Building Managers.

Staff Duty Officer – The Staff Duty Officers shall be responsible for and act on behalf of the director on all matters brought to the Staff Duty Officers attention.

- The Staff Duty Officer shall be assigned by the Director. If absent the scheduled Staff Duty Officer shall be responsible for obtaining his replacement from the Staff Duty Officer list and notifying the radio dispatcher.
- Staff Duty Officer shall be assigned on a rotating basis. Such assignments shall be prepared by the Director of Public Safety Department and assigned to an officer who holds the rank of Lieutenant and above or his designee.
- The tour of duty shall be from 5 p.m. on Friday until 8 a.m. on Monday.
- The Staff Duty Officer shall be available for contact 24-hours a day during the scheduled tour of duty.
- The Staff Duty Officer shall notify the radio dispatcher and Senior Officer on duty that they are on call.
- The Staff Duty Officer at the end of his tour of duty, shall brief the Director, and appropriate staff officers on significant incidents or problems, actions taken and observations.

Multiagency Law Enforcement Partnership-Coalition for a Safe Campus

- Multiagency-law enforcement Departments comprised of the Arkansas State Police, Jefferson County Sheriff Department, and the Pine Bluff Police Department will include the UAPB campus as part of their normal patrol zones for all shift assignments.
- Pine Bluff Police Department will check upon request all abandoned houses suspected of criminal activity, drugs, concealing weapons and contraband, within or that borders the campus perimeter.
- Vehicle Checks points will be periodically conducted by University Police and the Arkansas State Police with emphasis placed on suspicious vehicles and/or occupant activity.
- Arkansas State Police Troopers will utilize the UAPB Police Substation and Information Center to complete reports and other activity generated during their shift.

- Jefferson County Sheriff Department will continue to assist by providing K-9 service for the drug enforcement of Dormitories and park.
- Meetings will be held with all agencies department heads to discuss enforcement activity and additional recommendations.

Crisis Management Handbook

The Crisis Management Handbook outlines the emergency procedure for managing campus emergencies, mass notification, responding, and re-entry of facilities after the state of emergency has been cleared. The Crisis Management Handbook is posted on the UAPB Website and can be viewed or downloaded by selecting Administrative Departments, and the link to Public Safety and Security. The Crisis Management handbook defined various progressive steps during a crisis.

Active Shooter Threats

To develop a state of readiness against Violent Incidents (such as an active shooter) UAPB Police Officers have received practical in-service training in active shooter response in conjunction with other law enforcement officers from the Arkansas State Police, Jefferson County Sheriff Department and Pine Bluff Police Department. High visibility patrol campaigns have demonstrated to be a successful deterrence against criminal activity.

As a proactive measure toward crime prevention a partnership was formed between State, Local, and University Law Enforcement Agencies, along with the Pine Bluff Fire Department and Arkansas Department of Correction's K-9 Unit. The purpose of the partnership was to formulate Law Enforcement Coalition for a Safe Campus with unified goals and objectives. All agencies of the coalition frequently patrol the campus diligently and conduct facility inspections to ensure safety and other code compliance.

Video Security Cameras

Video Surveillance Technology and Environmental Designs are utilized to enhance physical security for the campus community. These enhancements and other ongoing developments of physical security protocols are being created to maximize safety and mitigate risk to the highest level and protect assets. Part of this process includes onsite real-time video surveillance provided by over **200 CCTV Security Cameras**.

Security Cameras and Enhancements

Camera monitor stations had been installed at the front desk in all resident halls, which allows the dorm coordinator the capacity to monitor student activity from the front desk. Camera profiles were developed which allows the user to view only activity specific to that particular dorm. This provided additional support to Campus Police in the event suspicious activity is observed on the monitor.

RAVE: Emergency Mass Notification

Emergency Mass Notification is accomplished through RAVE ALERT, which is a web based program dedicated primarily toward mobile applications. Infrastructure of the program allows users to create a recipient database, predefined and opened alert templates, select method of delivery by phone, text message, voice alerts, fax, and emails; based on device capability. Alerts can be initiated on or off campus by computer or phone. The recipient database is periodically updated, and updated at the beginning of each semester to ensure the most accurate data. Also, each building manager, Law Enforcement Coalition for a Safe Campus, UAPB Emergency Response Team, and the Crisis Administration System Staff (CAS) are entered in the recipient database. Alerts can be sent campus-wide or by groups or facilities selection. Information regarding RAVE ALERT is posted on the UAPB Website, communicated to parents and student during registration, passed out in flyers, campus-wide emails and through periodic testing of the system.

Jeanne Clery Crime Statistics Act

Annual Crime and Fire and Safety Reports are posted annually on the UAPB Website along with information regarding sex offenders.

Campus Gates

Campus Gates are installed on L.A. "Prexy" Davis Drive and Hill Street. The gates were installed to increase pedestrian-vehicle traffic safety in a well travelled resident area, and to reduce the potential for unforeseen occurrences associated with non-campus related activity.

Information Sharing

Provide general, effective and quality safety training services, information and materials to the University Community. Presentation regarding safety and security, as well as parking and police is conducted in each residential hall at the beginning of the Fall and Spring Semester. Crime prevention information was disseminated throughout the campus during the year. This included specific crime alerts as well as information on personal safety and safeguarding of property. Throughout the year the Parking/Traffic Division publish flyers and campus-wide emails in an effort to inform and regulate parking, visitor parking, and give assistance during special events.

This provides a general overview of the Campus Security Plan and Enhancements for Security and Safety protocols utilized by Department of Police and Public Safety.