

The image is a cover for a report, featuring a purple semi-transparent box on the left side containing the title. The background is a high-angle photograph of a campus. In the foreground, there is a paved walkway, a green lawn, and a row of trees with white blossoms. A flagpole stands on the lawn, flying the American flag and the Louisiana state flag. In the background, there are brick buildings and more trees under a clear sky.

LSUS

**2021 ANNUAL
SECURITY &
FIRE SAFETY
REPORT**

Contents

Quick Reference Resources and Numbers..... 3

Message from the Chief, Donald Wray 4

2021 Louisiana Legislative Actions..... 5

 House Bill No. 375 / Act No. 1 / Revised Statute 9:3261.2 / (Effective 06/01/2021) 5

 Senate Bill No. 230 / Act No. 439 & House Bill 409 / Act No. 472 covering Revised Statute 17:3399.11-17 (Effective 06/21/2021)..... 5

 House Bill No. 394 / Act No. 447 / Revised Statute 17:3399.18 (Effective 08/01/2021) 6

 House Bill No. 409 / Act No. 472 / Revised Statute 17:3399.11-17 (Effective 06/29/21) 6

The Clery Act 7

 Who was Jeanne Clery? 7

Campus Safety 9

 LSU Shreveport Police Department 9

 Shreveport Police Department 9

 Other Agencies..... 10

 Contract Security Companies..... 10

Campus and Facility Access..... 11

 Academic Building Security..... 11

 Building Access..... 11

 Keys 12

 Exterior/Grounds/Doors 12

Basic Personal Safety 13

Campus Crime Prevention Programs..... 14

Reporting Incidents and/or Crimes..... 16

 Quick and Anonymous Reporting 16

 Emergency Response 16

Reporting Sexual Assault..... 17

 Filing Complaints for Sexual Misconduct 17

 Campus Security Authority 19

Campus Resources 20

 Counseling Services..... 20

2021 ANNUAL SECURITY AND FIRE SAFETY REPORT

Title IX	22
Power-based Violence	24
LSU Shreveport Policies	25
Covid-19 / Pandemic – Campus	25
Covid-19 / Pandemic – Events Management.....	25
Alcohol and Drug – Campus Wide	26
LSU Shreveport Athletic Department Student Athlete Drug and Alcohol Education and Testing Policy	32
Drug-free workplace and drug testing policy 6.02.03 for Faculty and Staff (Revised 7-1-21).....	37
Campus Smoking Policy	37
Sex Offender Statement	38
First Aid Policy	38
Missing Residential Student Policy	39
Hazing Policy	40
Weapons Policy.....	41
Other Policies	42
On Campus Housing -Pilots Pointe Apartments	43
Campus Notification System	45
Timely Warnings versus Emergency Notifications.....	45
Warnings, Alerts, or Advisories issued to the campus in 2020.....	45
Campus Emergency Notification Steps	46
Emergency Procedures	47
Clery Crime Statistics	49
Notes or Remarks by Calendar Year	50
Clery Crime Definitions	52
Clery Geographic Categories.....	59
Additional LSU Shreveport Definitions (Used during LSUS Title IX Proceedings)	61
2020 Fire Report	65
Fire Life Safety Devices	67
Housing – Pilots Pointe Apartments	68
Fire Statistics	70

Quick Reference Resources and Numbers

First Responders

- Emergency 911
- LSUS Police Department 318-455-5497 (Cell)
318-797-5082 (Office)
- Shreveport Police Department 318-673-7300
- Shreveport Fire Department 318-673-6650
- Caddo Parish Sheriff’s Office 318-675-2170
- State Fire Marshal’s Office 318-675-7145 or 800-256-5452

Area Medical Facilities

- **Christus Shreveport-Bossier Health System**
 - Highland Shreveport 318-681-5000
 - Bossier City ER Hospital 318-681-7000
- **Ochsner LSU Health Shreveport** 318-626-0000
- **Willis-Knighton Health System**
 - Pierremont 318-212-3000
 - Quick Care Pierremont 318-212-3520
 - Main Medical Center 318-212-4000
 - South 318-212-5000
 - Bossier City 318-212-7000

On Campus Resources

- Dean of Students 318-797-5116
- Title IX / Student Advocacy & Accountability 318-797-5116
- Counseling Services 318-797-5365
- Disability Support Services 318-795-2402
- Student Activities 318-797-5393
- Admissions and Records 318-797-5061 or 800-229-5957
- Financial Aid 318-797-5363

Message from the Chief, Donald Wray

Dear Pilots, and other campus stakeholders,



Has it been yet another year already? You likely do not need me to reinforce what kind of year 2020 was but, since this latest publication deals with that timeframe, I, unfortunately, must do just that.

I promise this will be brief!

Living and working during the height of the initial pandemic we know now as Covid-19 was, to say the least, new and foreign. Especially when the officers of the LSU Shreveport Police Department would arrive for work each day only to find a handful of other essential employees around campus, and not the usual hustle and bustle. The isolation here we experienced still likely pales in comparison to the many of you who had to figure out how to learn and work from your home. But the campus is back with many new faces moving about, which gives us all a slight sense of

normalcy. As you will see from the statistical page, our numbers are roughly half of what would be considered a “normal” year. However, crime was likely still ever-present, but with no one around to see and report their occurrences, the overall numbers were much lower.

Something new to anticipate soon is the new emphasis on the part of the Louisiana Legislature and the Louisiana Board of Regents regarding “power-based violence”. Whether anyone wants to admit it, or not, media outlets were able to uncover some serious issues across the state as they pertain to Title IX, sexual violence on campus, and how colleges and universities were doing to investigate and report these matters to the campus and public. In the section covering the new 2021 legislation, I tried to give just a quick summary of what these new laws mandate, or how they may help survivors of these crimes, and how an incident would be shared among the campus community.

In the coming months, if not weeks, this document will be further expanded under the section “power-based violence” as these requirements are further clarified by the Board of Regents. I only ask that you bear with us as we identify the means to bring these to your attention. I suspect that, as we move these new mandates forward, this very document will one day be required reading for the campus so that every one of us know who or how to report all crimes, what resources are in place for those in need, as well as how and what we as a campus are doing comparatively across the state.

In the meantime, the LSU Shreveport Police Department Officers are here around the clock to serve you, so please feel free to reach out to us for assistance, or to report anything suspicious.

Best regards,

Donald Wray

2021 Louisiana Legislative Actions

As a result of media reports that highlighted critical errors made by some Louisiana Colleges and Universities with how they investigated sexual assaults and other acts of power-based violence, the Louisiana State Legislature enrolled a number of bills that, if passed, would mitigate the chances of these errors occurring again.

The bills that were passed, and signed into law, are listed as a short summary below. Please note that even though some were passed, they may not have gone into effect yet at the time of the ASFSR's issuance to campus, or that the Louisiana State Legislature webpage has been updated to reflect these changes. Furthermore, some may not directly affect a college or university as it pertains to sexual assaults. However, they may still be useful to the students, faculty, and staff should they ever be a victim/survivor of sexual assault.

To search these laws, in their entirety, you may visit the Louisiana State Legislature's webpage [here](#).

House Bill No. 375 / Act No. 1 / Revised Statute 9:3261.2 / (Effective 06/01/2021)

Synopsis – House Bill 375 provides additional relief to survivors of sexual assault with regards to their leases with a property management group. To be eligible, a survivor must file either a universal abuse protection order or a completed certification of sexual assault using a qualified third-party individual for verification. Additional rules and protections, as well as the general outline of certification form, can be found by clicking [here](#).

Senate Bill No. 230 / Act No. 439 & House Bill 409 / Act No. 472 covering Revised Statute 17:3399.11-17 (Effective 06/21/2021)

Synopsis – Senate Bill 230 provides additional reporting requirements of power-based violence by colleges and universities to the Louisiana Board of Regents (BoR). All information provided to the BoR will be placed upon their website for public viewing. This Bill, and Law, is now referred to as the "Campus Accountability and Safety Act".

Additional items in this Bill relate to the following:

- Their definition of power-based violence crimes, and the explanation that this category includes crimes that are of sexual nature, along with those known at the federal government level described within the "Violence Against Women Act", or VAWA.
- Identification of, and requirements for, those employees of each campus and university relative to their reporting requirements.
- New administrative requirements for members of each college and university. These requirements range from the reporting of a crime to campus officials to reporting the overall number of incidents to the BoR.
- Coordination requirements with campus and local law enforcement partners, as well as the mandate of a signed Memorandum of Understanding (MoU) with all partners by January 1st, 2022. This Bill provides what is to be included in the MoU.

- The mandatory issuance of a regularly scheduled climate survey to the student body of each college and university with an emphasis added to get as many student responses as possible. Furthermore, this survey will eventually be shared with the campus, the BoR, and ultimately the Louisiana State Legislature.
- This Bill also mentions the requirements that will be made by the BoR to colleges and universities. At this time, those requirements will be disseminated around October 14th, 2021. These will likely include specific policies, or best practices, as they pertain to the prevention and reporting of power-based violence.
- Mandates that specific information be posted on the main webpage of each college and university.
- Requires colleges and universities to implement a uniform transcript notation and communication regarding student disciplinary concerns or proceedings.
- Requires colleges and universities to adopt a victim's rights policy.
- Requires on-line reporting capability by either the victim, or the Confidential Advisor.

House Bill No. 394 / Act No. 447 / Revised Statute 17:3399.18 (Effective 08/01/2021)

Synopsis – mandates that each college and university post their crime statistics on the main page of their respective webpage. These statistics are to be semiannually updated and posted, instead of the United States Department of Education's annual mandate. As of the time of this publication, this law has yet to be uploaded to the Louisiana State Legislature webpage.

House Bill No. 409 / Act No. 472 / Revised Statute 17:3399.11-17 (Effective 06/29/21)

Synopsis – This Bill is very closely related to Act 230 using the same revised statutes. Please see the above information for reference.

The Clery Act

The Jeanne Clery Disclosure of Campus Security Policy and Campus Crime Statistics Act (20 USC § 1092(f)) is the landmark federal law, originally known as the Campus Security Act, that requires colleges and universities across the United States to disclose information about crime on, and around, their campuses.

Because the law is tied to participation in federal student financial aid programs, it applies to most institutions of higher education, both public and private. The U.S. Department of Education is the governing agency that enforces the Clery Act. The Clery Act is amended by the federal government frequently with the most recent changes reflected in October 2021.

Who was Jeanne Clery?

Unfortunately, most laws, rules, or acts named in the United States are done so in a posthumous fashion and the Clery Act was no different. The Clery Act is in memory of 19-year-old university freshman Jeanne Ann Clery who was raped and murdered while asleep in her residence hall room on April 5, 1986.

Jeanne's parents, Connie and Howard, discovered that the other students had not been informed about 38 violent crimes on their daughter's campus in the three years before her murder. They joined with other campus crime victims and persuaded Congress to enact this law, which was originally known as the "Crime Awareness and Campus Security Act of 1990."



Today's Legal Mandates

The Clery Act requires colleges and universities to:

- Publish an annual report to the campus by the 1st of October containing policies and resources relevant to the campus community along with statistical information for select crimes that were reported for the three (3) previous calendar years. This report is known as the Annual Security Report, and the statistics compiled are categorized within specific geographical locations (explained in detail below).
- If the college or university has on-campus living facilities, they must also complete an annual Fire Safety Report and publish to the campus community. This document would provide statistics of any reported fires as well as fire prevention, safety, and response policies. Because LSU Shreveport meets this requirement by possessing the *Pilots Pointe Apartments*, their combined document is published as the Annual Security and Fire Safety Report, or ASFSR.
- Provide "timely warning" notices to the campus. LSU Shreveport issues these for two main reasons. One, there is an urgent incident that could negatively affect the wellbeing of students, visitors, and employees or two, a specific crime has been reported that has not been resolved through a concluded investigation that could pose an on-going threat.
- Keep, and disclose upon request, a public crime log that tracks all crimes or incidents that occurred within the patrol jurisdiction of the LSU Shreveport Police Department. The log includes the case report number, officer(s) involved, the location, and the nature of the incident.

This log would also contain any crimes reported via the Campus Security Authority program. Access to the log is available on business days between the hours of 9:00am and 3:00pm. Those requesting access to view the document must email the Chief of Police at least a day in advance to set an appointment.

- Publish all Hate Crimes reported to, or discovered by, the LSU Shreveport PD.

Impact(s) of 2021 (and the lingering impacts of 2020)

Because of the Covid-19 Pandemic, the traditional October 1st deadline for publishing the annual reports was pushed back to December 31st for the 2020 submission year. For the 2021 submission year, the federal requirement to share with the campus was reinstated for October 1st. With Covid, the largest impacts were seen in the disruption of typical campus activities, as well as the constraints on other law enforcement agencies who were needed to compile statistics from who were short-staffed. While those hinderances are still ever present, this did not change the federal government's mindset for the 2021 year.

LSU Shreveport Obligations

The Chief of Police at LSU Shreveport is responsible for the collection, reporting, and dissemination, of the annual crime statistics from various police agencies across the country, with campus security authorities, various campus offices, and the LSU Shreveport Athletics Department for inclusion into the Annual Security and Fire Safety Report. The appropriate authorities will investigate all reports.

The LSUS PD will investigate every crime on campus and/or request assistance from other local law enforcement agencies, if needed. In addition, other key members of LSU Shreveport have provided data, insight, and another level of review prior to dissemination.

Clery Act Philosophy

It should be mentioned that this report, and the Clery Act requirements, are not just about "collecting the numbers" when it comes to statistics. The LSUS PD wants to also inform the campus community about the many programs, resources, and policies available should they unfortunately find them to be the victim of a crime.

Furthermore, it is the hope that everyone will be empowered to point their friends and colleagues to the LSUS PD when they tell you that something has happened to them. Let us face the reality, there is a very big possibility that you would know of an incident long before the LSUS PD were ever informed. Moreover, if that were the case, the LSUS PD wants to ensure that the available resources are provided to that person in need. It should also be noted that the LSUS PD could not do this on their own and, as this document shows, there is a larger collaboration behind the scenes between the many services provided through the LSU Shreveport Dean of Students and the LSUS PD.

Finally, this document should also offer some useful information for the families of prospective students as they make their final decisions regarding their choice for college. These reports, regardless of the college or university must possess crime statistics that are error free and factual. Periodically, the federal government conducts audits of these reports and they will either levy hefty fines, or withhold federal student aid, when any errors are found.

Campus Safety

LSU Shreveport Police Department

The primary mission of the LSU Shreveport Police Department (LSUS PD) is to maintain a safe living, learning, and working environment.

The LSUS PD are the first responders to all campus incidents or events. All uniformed officers of the LSUS PD are State of Louisiana employees. Under Louisiana's Revised Statute Code 17:1805, all LSUS PD officers are designated as a "University or College Police Officer" who are responsible for maintaining general order and exercising police power on the campus of a state-supported or private college or university. These officers are by law allowed to carry service weapons, initiate law enforcement intervention for crimes, develop probable cause, and effect the arrests of suspects for criminal and/or university violations.



The LSUS PD is operational 24 hours / 365 days of the year and is available to respond at a moment's notice to any incident on campus. The jurisdiction of LSUS PD Officers is typically limited to the land, structures, streets/roadways, parking facilities, and all other property under the control of and designated for use by LSU Shreveport.

An item to note is that all LSUS PD Officers have statewide jurisdiction and that some incidents may originate from, or terminate, at another location in the state of Louisiana with respect to the property of LSU Shreveport. If that were to occur, communication with that governing jurisdiction will always be made as a courtesy.

Additional Duties

The LSUS PD staff take all calls for service from the campus community seriously, and they wish to remind everyone to be aware of his/her surroundings both on and away from campus. For all needs or questions, please call (318) 455-5497 to speak an officer.

LSUS PD Officers can also provide the following services for those on campus:

- Vehicle Boost, or Jump Start – Sometimes a battery just gets weak over the years. Call the LSUS PD if your vehicle does not start while parked on campus. The Officer will ask you to put your hood up and they will need to know which parking lot you are in.
- Escort, or "Walk and Talk" – In the event that a campus community member has to stay late on campus for whatever reason, LSUS PD Officers are available to escort that member to their privately-owned vehicle. Please note that because of liability reasons, the LSUS PD is not a ride-sharing company.

Shreveport Police Department

The LSUS PD and the City of Shreveport Police Department have a long history of coordination and cooperation when responding to crimes/incidents on university property and the surrounding areas.



The Shreveport Police Department (SPD) is the primary law enforcement agency for Shreveport. They have overall jurisdiction and will respond, upon our request, to all crimes against the state of Louisiana as described in the revised statutes of the State Legislature. They too have sworn officers who patrol the city 24 hours a day, seven days a week.

Major criminal incidents occurring on the LSU Shreveport campus, for most part, will be aided by the Shreveport Police Department. Due to the size of the

LSUS PD, Shreveport PD would be needed to provide certain specialized police functions.

Currently, the Shreveport PD has a memorandum of understanding (Act 152 of 2015) with LSU Shreveport, and the LSUS PD, to perform each investigation into allegations of sexual assault/abuse. Depending on how the complaint is brought to light dictates which agency files the initial case report. Regardless of this, both agencies will make each other fully aware that a survivor of an assault/abuse is in need of assistance. This ensures that the survivor is receiving care, LSU Shreveport knows of the assault/abuse so that accommodations can be made should they be needed, the LSUS PD has the most accurate data for this publication, and whether or not an alert needs to be sent to the campus community.

Other Agencies

The LSUS PD also collaborates and/or trains regularly with the Shreveport office of the Federal Bureau of Investigations, the Louisiana State Police and their Bureau of Investigations, the Governor's Office for Homeland Security and Emergency Preparedness (GOHSEP), Caddo Parish Sheriff's Office, as well as other Shreveport-area college and university police departments.

Contract Security Companies

For the past number of years, the LSUS PD has had to augment their support to campus during special events and incidents with the assistance of contract security companies. The current company, Guardian CPP, supports the LSUS PD and the LSU Shreveport campus with guards detailed to the Pilots Pointe Apartments (at night) and others assigned to main campus (day shift) to assist the LSUS PD with enhancing safety.

The contract security agency works under the direct supervision of the LSU Shreveport Chief of Police, and the chief has the authority to shift needs as necessary to address new challenges.



Campus and Facility Access

Academic Building Security

Most academic and administrative facilities are open to all members of the university community and public from 7 a.m. to 5 p.m. Monday through Friday but are closed on weekends. Some buildings can be open for longer periods to accommodate evening classes, research, or other special program needs.

Internally, each academic or administrative department is responsible for locking/unlocking the doors in their respective areas. The LSUS PD Officers begin locking down the campus buildings beginning at 5 p.m. except where evening classes or business is being conducted. All buildings are locked after the evening activity is completed.

Building Access

Unauthorized entry to, or use of, the university facilities (including buildings and grounds) is prohibited. Use of any building and/or access for special use during non-business hours requires prior approval from the LSUS Office of Events Management.

For Faculty and Staff, in the event that you are working alone or are going to be in your building after normal work hours, please contact the LSUS PD to notify us of your time and location of entry.

Students may be granted permission by instructors to stay on campus, outside of normal operating hours, to achieve their educational goals by using classrooms or labs. A roster containing the names and

student ID numbers of those permitted to do so must be sent via email to the LSUS PD Chief of Police beforehand for them to obtain building or facility access.

The LSUS PD encourages everyone to immediately report all strangers, suspicious activity, or safety concerns, in any building to (318) 455-5497. After-hours access by anyone will require a photo ID to be shown prior to access.

(A complete list of buildings can be found in the section titled “Clery Geographic Categories”.)

Keys

Members of the university community are issued keys to help access their place of business on campus. If an issued key is lost, misplaced, or stolen, you are required to report it to the LSUS PD immediately. University keys may not be duplicated, transferred, or loaned to others and should be regarded as the highest level of university-wide security. Report all key-related issues immediately.

Exterior/Grounds/Doors

The university maintains a strong commitment to the campus exterior safety and security. Maintenance of lighting, shrubbery, trees, and other vegetation is important to bolster all security efforts. LSUS PD Officers check parking lots, pedestrian walkways, high-traffic areas, building exterior lighting and grounds nightly during routine patrols. Doors are locked and secured each evening and shrubs, trees, and vegetation are surveyed and trimmed regularly by the Department of Facility Services.

Members of the university community are encouraged to immediately report all hazards, exterior lighting deficiencies, or grounds problems, to the Department of Facility Services at (318) 797-5360.



Basic Personal Safety

During the course of an academic year, LSU Shreveport employees from varying disciplines around campus meet and share safety tips with the new and returning students. The goal for these meetings is to make those students safer, both on and off campus, by exploring various scenarios and outcomes while developing situational awareness. Also, it is stressed to the students that the topics and scenarios discussed are tips and thoughts that they could take with them throughout their life and not just exclusive to “campus life”.

Domestic violence, dating violence, stalking, and sexual assault are issues that impact both women and men. Because the largest percentage of all university related sexual assaults, dating violence, and stalking are committed by acquaintances, it is important that you decide what you want to happen in intimate situations. While you can never completely protect yourself from sexual assault, there are some things that you can do to help you identify danger and reduce your risk of being assaulted.

- Stay alert and be aware of your surroundings. Knowing where you are, and who is around, may help you find a way out of a bad situation.
- While walking, avoid looking at your phone’s screen for prolonged periods of time. This reduces your overall situational awareness.
- Try to avoid isolated, secluded, or unknown areas. It is more difficult to get help if no one is around.
- Walk with purpose. Even if you do not know where you are going, act like you do.
- Trust your instincts. If a situation or location feels unsafe or uncomfortable, it probably is not the best place to be.
- Do not be afraid to call attention to yourself or to ask for assistance.
- Try not to load yourself down with packages, books, bags, or other items as this can make you appear more vulnerable.
- Make sure your cell phone is with you and charged.
- Have you installed the *RAVE Guardian* phone app?
- If you wear earbuds, lower the volume of the video/music streaming through your phone. This could allow you to hear others who might be screaming at or for you. Another tip is to use only one earbud freeing up your other ear to hear those external threats or communications.
- Be aware of different kinds of pressure:
 - a. They do not stop when you say no.
 - b. Threatens to hurt you or him/herself.
 - c. Physically restrains you.
 - d. Uses or threatens to use a weapon
- Do not allow yourself to be isolated with someone you do not trust, or even know.

In Social Situations:

- Go with a group of friends. Check in with them frequently during the evening and leave together. Knowing where you are and who is around you may help you to find a way out of a bad situation.
- Be aware of selfish and aggressive comments or behavior. If a person does not listen to you, stands too close, or seems to enjoy your discomfort, she/he may not respect your desires or limits.
- Be direct and assertive. Know your sexual desires and limits, and communicate your limits clearly. Do not be afraid of hurting his/her feelings.

- Do not leave your drink unattended or accept drinks from people you do not know AND trust. At parties, do not drink from the punch bowls or other large, common open containers.
- If you suspect that you or a friend has been drugged, contact law enforcement immediately. Be explicit with doctors so they can best help you.

Campus Crime Prevention Programs

LSU Shreveport offers ongoing programming for sexual misconduct, alcohol/drug, and hazing prevention. The programs are intended to promote a safe and inclusive campus community, while reducing risky, dangerous, and illegal behaviors. The LSUS PD, the Student Development Office, and other areas of the university also provide educational programs.

- **Sexual Misconduct:** A variety of programs cover the topics of domestic/dating violence, sexual assault, sexual harassment, stalking, and other forms of sexual misconduct. First-time freshmen receive face-to-face training at student orientation, and they participate in *My Student Body* (electronic modules) in freshman seminar class.

My Student Body is a primary prevention program that includes information on risk reduction and bystander intervention. This program is a population-level platform for sexual assault prevention. The information gathered via *My Student Body* is used in social norming awareness campaigns. A campus specific training module, designed to reduce and prevent sexual misconduct, is available to all students via Moodle (the University's online course management system).

The Student Development Office during Domestic Violence Awareness Month (October), Stalking Awareness Month (January), and Sexual Assault Awareness Month (April) make presentations to the students. Related awareness campaigns are offered, such as *It's On Us* and *No More*. Human Resource Management also mandates and provides annual training for recognizing and preventing sexual misconduct for all LSUS employees. The LSUS PD also provides forums or information during the Campus Safety Month (September).

The University administers a Campus Climate Survey every three years to assess the knowledge, perceptions, and behaviors of its students regarding sexual misconduct. The anonymous online survey assists with the development of programs and policies that foster a safe and inclusive campus environment. Student perceptions have been utilized to update campus trainings and educational programming. Furthermore, survey data regarding bystander intervention is included in the training for incoming freshmen to try to normalize some of their behaviors.

The LSUS Title IX Task Force reviews current policies, practices, and procedures related to sexual misconduct prevention efforts and makes recommendations for improvements. The Task Force is comprised of students, faculty, and staff in order to gain a diverse perspective on the subject matter. Based on Task Force recommendations, improvements have been made to the training, the educational programming, and the online reporting.

- **Drug and Alcohol:** First-time freshmen receive information about drugs and alcohol during student orientation and through *My Student Body* (electronic modules) in their freshman seminar class. *My Student Body* covers the impact that drugs and alcohol have on the individual

(body and mind) and on the campus community as a whole. All students receive information from *Campus Well*, which is a platform that covers a variety of student health issues (including drugs and alcohol). Further, the Student Development Office and LSUS PD provide ongoing campus programming on drug and alcohol awareness.

The University has a multi-disciplinary Drug and Alcohol Task Force in place, which periodically reviews policies and procedures. The task force promulgates its findings in a Biennial Review. LSUS students participate in the CORE Survey biennially, and the results are used by the task force and administrators to develop and revise programming.

- Hazing: First-time freshmen receive information (verbally and printed materials) about the dangers and prohibition on hazing during orientation. Each student who is a member of any student organization completes an electronic training module through Prevent Zone. The one-hour course is based on best practices and also informs students how to recognize, prevent, and report hazing. Further, students in Greek organizations, are required to receive supplemental training (either face-to-face or electronically).

(This portion is intentionally blank for spacing purposes)

Reporting Incidents and/or Crimes

Every crime or emergency on campus needs to be reported as soon as possible. LSU Shreveport leadership encourages the prompt reporting of all crimes that you witness or have information about. Even if these involve what you may deem to be minor crimes, incidents, and/or suspicious activity. Just remember, the location of the incident also does not matter. Should the incident have occurred on campus, the LSUS PD will quickly file a report with your account of the details and forward that report on to the law enforcement agency having jurisdiction there.

If you see something...say something!

If we are not informed about a crime, we in turn cannot properly inform the university community and shift our resources and/or patrols to any high-risk areas so please...report all crimes! This is the most effective way to ensure the well-being of our campus community.

Crimes and/or emergencies can be reported to the following offices/departments in person or by calling:

- LSUS PD Business Telephone: (318) 797-5082 ADM 124
- LSUS PD Emergency Telephone: (318) 455-5497 or 911
- Shreveport PD (non-emergency): (318) 673-7300
- Shreveport PD (emergency): 911
- Counseling Services: (318) 797-5365 ADM 230
- Dean of Students: (318) 797-5116 ADM 213
- Title IX Coordinator: (318) 797-5116 ADM 208
- To your Coach
- To your Academic Advisor
- To your Instructor(s)

Quick and Anonymous Reporting

Another option to report crimes or incidents, in real time, is with the *RAVE Guardian* cell phone app. The Guardian, a free download from any "app" store, allows a student to have access to local resources for those in need, as well as having the LSU Shreveport Police Department's phone number at the push of a button. In addition, with the app, any user now has the ability to text with officers on duty, send pictures or video, and do so anonymously.

Emergency Response

In all cases, university emergency responses shall place the primary emphasis on the protection of human life, and all reasonable efforts shall be made to protect and preserve university property.

Reporting Sexual Assault

LSU Shreveport strives to maintain a campus free from sexual assault and misconduct. In the event that you, or someone you know, are/is a victim, remember that you are NOT to blame! NO ONE deserves this to happen to him or her! There are resources available to you or your friends. In all instances, you are encouraged to:

- Contact one of the following offices: the LSUS PD, the Dean of Students, the Title IX Coordinator, or the Shreveport PD.
- Talk to someone that you trust about the incident such as a close friend, a family member, and/or a member of the university community. Talking with someone can help you clarify your options.
- Not to wash, shower, douche, change, clean, or destroy the clothes that you were wearing before and after the assault. These may provide vital evidence should you decide to prosecute. Just place the items in a paper bag, not in a plastic sack.

Contacting a police department does not mean that you must press charges. Ask about filing the report as an “Informational” or informal report, which covers the expense of a rape exam. The “Informational” report provides a case file report number, and a description of the facts should you later decide to file “formal” charges.

Whether or not criminal charges are filed, a campus administrative investigation may be conducted and handled through the Student Advocacy and Accountability Office where campus sanctions could be imposed regardless of the criminal investigation. For further information about the campus administrative investigation, please see the Title IX Section.

Sexual Assault Evidence Collection Examination

A sexual assault exam provides essential treatment for exposure to sexually transmitted diseases and pregnancy. It also collects evidence to be used against your offender should you choose to press charges. LSUS has entered into a Memorandum of Understanding (MOU) with Project Celebration, Inc., Caddo Parish District Attorney’s Office, Caddo Parish Sheriff’s Office, Caddo Parish Sexual Assault Response Team (SART), and Shreveport Police Department.

An advocate from Project Celebration, Inc. will inform the survivor of reporting options and provide advocacy during the exam. If the survivor elects to submit a criminal report, the advocate will work with LSUS PD and the Shreveport Police Department.

Ideally, the exam should be completed within 84 hours or less of the sexual assault for the preservation of evidence. The examination is conducted at a hospital chosen by the survivor from the list found on **Page 3** titled **QUICK REFERENCE**. After arriving at the survivor’s chosen hospital, that survivor will be met by an advocate from Project Celebration, Inc., as well as a certified Sexual Assault Forensic Examiner (SAFE).

Filing Complaints for Sexual Misconduct

Any member of the university community may file a formal complaint [here](#) for sexual misconduct as detailed in [Title IX Policy Prohibiting Sexual Misconduct \(PM-73\)](#). Formal complaints must include facts regarding the alleged policy violation and be signed (either electronically or handwritten) by the complainant. If the formal complaint meets the definition and jurisdiction of PM-73, the university will

proceed with an investigation. Formal complaints that are not actionable under PM-73 may be considered under other policies or procedures (e.g., Code of Student Conduct). Prior to and during the complaint process, the students or employees involved will receive an explanation of their rights and options.

During the investigation, a Title IX Investigator will meet with the parties involved, including witnesses named by either the complainant or respondent. The Investigator will collect all available evidence, including, but not limited to, photographs, videos or audio recordings, social media posts, screenshots of communications. At the conclusion of the investigation, each party will receive a copy of the report. In some situations, interim measures may be necessary to offer temporary resolutions during a pending investigation. Interim measures include, but are not limited to, alternative class, work, or living arrangements; a no contact order; an interim suspension (when an individual poses an immediate threat to the physical health or safety of the campus community). Both parties are notified of the availability of these measures, as well as when such measures are put into effect.

Informal resolution (if appropriate based on the facts and circumstances of the case) may occur at any time following the submission of a formal complaint. Both parties must voluntarily consent to an informal resolution. Any formal complaint not resolved informally must be resolved at a hearing.

Hearing Panels consist of one chairperson and two additional LSU Shreveport employees who have been trained in adjudication procedures. Both the complainant and respondent must have an advisor present to conduct cross-examination on their behalf. If neither has access to an advisor, one will be appointed for them by the University at no cost. The advisor may be, but is not required to be, an attorney.

The Hearing Panel will apply the “preponderance of evidence” standard (meaning more likely than not) when determining whether or not the respondent is responsible for a policy violation. If the respondent is found responsible, sanctions will be imposed. Both parties will be notified of the Hearing Panel’s decision and if any sanctions were imposed. Please note that all hearings are closed to the public.

To the extent permitted by law, the University will maintain the confidentiality of any complainant, respondent, or witness. Both the respondent and complainant have the right to appeal the results of the hearing.

LSU Shreveport will take appropriate corrective action against any person found to be in violation of policies relating to sexual misconduct. For violations involving students, sanctions include, but are not limited to, any one or a combination of the following: written warning, disciplinary probation (with or without restrictions), removal from campus housing, change in class schedule, psychological assessment, deferred suspension, suspension, expulsion, and/or revocation of admission or degree. Employees found in violation will receive disciplinary sanctions including, but not limited to, any one of the following combinations: written warning, completion of conditions, transfer, psychological assessment, suspension (with or without pay), non-renewal of appointment, denial of promotion, demotion, termination of duty or employment, and/or ban of re-employment.

In the event that the case involves physical evidence, that evidence will be managed and kept secure in accordance to LSUS PD procedures and protocols. The LSUS Chief of Police, at the time of the hearing, will bring the evidence to the hearing and describe the evidence item(s) to the Hearing Panel members.

Campus Security Authority

A Campus Security Authority (CSA) is an individual, who by virtue of their university responsibilities and under the Clery Act, is designated to receive and report criminal incidents to the LSUS PD so that they may be included and published in the university's Annual Security Report.

By virtue of the role, the CSA reporting Clery crimes in good faith to the LSUS PD also better the entire campus. The LSUS PD is able to investigate the allegation(s) reported and determine if there could be a greater threat to the campus community.

They have completed training on appropriately handling reporting crimes, victim relations and support, and related school policies. Currently, the certification program is managed from the LSU Baton Rouge Campus. After the certification, a newly appointed CSA would then be able to inform a complainant of the campus resources available to them.

Who are identified as CSA's at LSU Shreveport?

The US Department of Education defines a CSA as any of the following categories:

- A campus police department or a campus security department of an institution, e.g. any member of the LSUS PD.
- Advisors for students
- Athletic Director / Coaches / Graduate Assistant Coaches
- Title IX Coordinator
- Coordinator of Greek Life
- Faculty Advisors to student organizations.
- Resident Assistants at the *Pilots Pointe Apartment Complex*.

Who are NOT identified as being a CSA?

- Faculty without responsibility for students or campus activities outside of the classroom.
- Support Staff (Food Service, Clerical, or Maintenance Employees)

Who are exempt from the CSA requirements at LSU Shreveport?

- Pastoral Counselors
- Professional Counselors

Campus Resources



Counseling Services

The LSUS Counseling Services Office may be reached by calling (318) 797-5365. Counseling Services offers victim-centered services and counseling for all enrolled students Monday-Friday from 8:00 a.m. to 4:30 p.m. Counseling Services can also connect students to off-campus counseling and advocacy.

Local and National Helplines

- National Sexual Assault Hotline 800-656-HOPE
- Project Celebration Sexual Assault Center 318-227-7900
- National Suicide Prevention Line 800-273-TALK
- Veteran's Suicide Prevention 800-273-TALK, Press 1
- Crisis Line for LGBT 866-4-U-TREVOR
- Louisiana Coalition Against Domestic Violence 888-411-1333
- Eating Disorder Info and Referral Help 800-931-2237
- Substance Abuse Hotline 800-622-2255
- Compulsive Gambling 877-770-7867

Project Celebration, Inc. has a 24-hour crisis hotline that provides vital information and support to victims of sexual assault as well as those who are in, or attempting to safely escape from, domestic violence in Northwest Louisiana. The hotline is staffed by trained, supportive individuals who listen and give information that can assist victims who don't know where to turn. The hotline is also a resource for

community partners, including LSU Shreveport and law enforcement agencies who are working with clients who are victims.

The Project Celebration crisis hotline is available 24 hours a day, seven days a week: (318) 227-7900 for Caddo, Webster, and Bossier Parishes and (318) 256-6242 for Sabine, Natchitoches, De Soto, and Red River Parishes.

The LSU Shreveport Counseling Services Office also provides the following relating to mental health:

- Personal Counseling
- Consultation and Referral Services
- Mental Health Outreach
- Biofeedback Training
- Mental Health Awareness Training

In addition, the Counseling Services Office provides the following wellness outreach and resources:

- Personal Development Workshops
- Classroom Presentations
- Yoga and Meditation
- Diversity Training
- Prevention and Awareness Events

NOTE - All Counseling is confidential, and all Counselors are deemed as being "Confidential Advisors".

(This portion is intentionally blank for spacing purposes)

Title IX

Title IX of the Education Act of 1972 is a comprehensive federal law which prohibits discrimination on the basis of sex or gender. LSU Shreveport is committed to providing a learning and working environment that promotes integrity, civility, and mutual respect in an environment free of discrimination on the basis of sex and sexual misconduct, which includes sex discrimination, sexual harassment, dating violence, domestic violence, sexual assault, stalking, and retaliation. LSU Shreveport prohibits sex discrimination and sexual misconduct without regard to sexual orientation, gender identity and/or gender expression.

Sexual discrimination and sexual misconduct violate an individual's fundamental rights and personal integrity. LSU Shreveport considers sex discrimination and sexual misconduct in all of its forms to be serious offenses. LSU Shreveport is also committed to ending sexual violence, and therefore, encourages you to report and cooperate with the appropriate parties when reporting sexual misconduct.

Nondiscrimination Notice

LSU Shreveport does not discriminate on the basis of race, creed, color, marital status, sexual orientation, gender identity, gender expression, religion, sex, national origin, age, mental or physical disability, or veteran's status in its programs and activities; and it provides equal access to its programs and activities.

Confidential Advisors

Confidential advisors also serve as a resource for community members to ask questions and receive information without instituting a Title IX investigation. Confidential advisors receive specialized training regarding laws and campus policies in order to support and advise students, faculty, and staff before and/or during the complaint process. A list of individuals currently serving as confidential advisors is available at [LSUS Confidential Advisors](#).

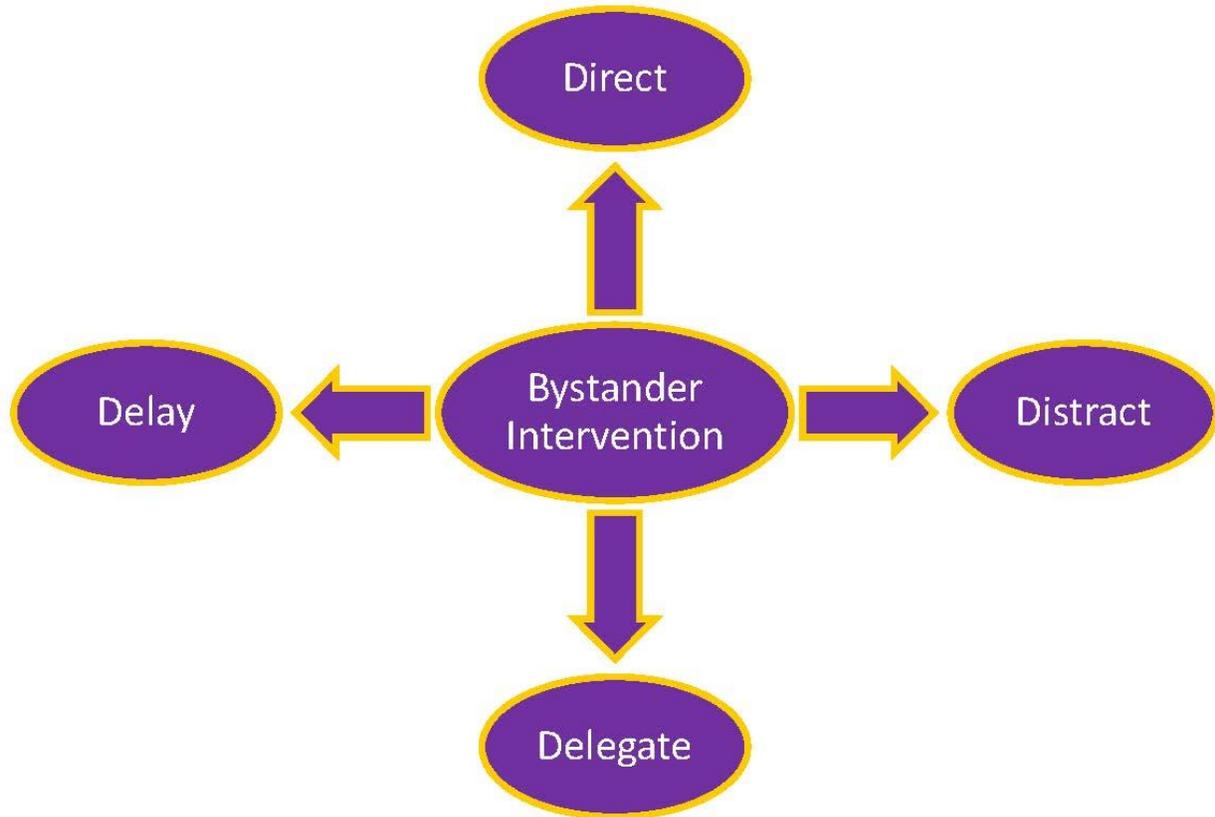
Bystander Intervention

Bystander intervention is about intervening in a safe way when we see a risky situation unfolding to prevent and de-escalate potentially violent incidents. We have a shared responsibility to create and maintain a campus environment in which sexual violence against men and women is not tolerated.

Bystander Approaches:

How do I intervene? It depends on the situation. There are numerous strategies to intervene safely in a situation. Consider one of the four D's:

The Four Ds



- Direct - if you feel comfortable, step in, stop the inappropriate behavior, and remove a victim from a potentially dangerous situation. Directly ask those involved "What is going on here?" or "May I speak to you in private?"
- Distract - Divert an alleged offender's attention by drawing their attention elsewhere. For instance, say to the alleged offender, "That person over there looks like a celebrity, but I can't think of his/her name." When the offender looks away, pull the potential victim out of the area. Or offer the parties involved some food, "Why don't we get some pizza?"
- Delegate - Notify a person with more authority than you to a questionable situation. The person with more authority could be law enforcement, a resident assistant, or the host/hostess of a party.
- Delay - Postpone a situation by gathering additional information if you are not sure whether to intervene. Ask the potential victim if there is anything you can do to help. For instance, you may ask, "Are you okay?" or "Is there anything I can do to help you?" Or, ask the parties to look at a picture or video on your phone.

Power-based Violence

This is a new component to Title IX in all Louisiana colleges and universities. As previously outlined above in the “2021 Louisiana Legislative Actions” section, this new concept will combine much of what is required to report to United States Department of Education with other Louisiana laws, to be both submitted to the Louisiana Board of Regents and to the LSU Shreveport webpage.

Unfortunately, these mandates will not be provided to colleges and universities until October 14th, 2021. As those are made available, this section will be expanded to incorporate them, and a new email to the entire campus will be sent out.

(This portion is intentionally blank for spacing purposes)

LSU Shreveport Policies

Covid-19 / Pandemic – Campus

As everyone has experienced some varying degree, the knowledge and understanding of the Novel Coronavirus has been anything but consistent. With these near continuous discoveries regarding new information, mitigation efforts, vaccines, and new strains or variants; it is extremely difficult to establish a single consistent policy regarding Covid-19.

The campus, it's administrators, and those that are on campus daily take the threat seriously. LSU Shreveport Pandemic Action Team (PAT) have established a webpage ([found here](#)) that is continuously updated with the latest guidance regarding the virus, the vaccines, the testing locations, and what is required of a member of the campus community should they contract or be directly exposed to Covid-19.

At the time of this publication, the LSU Shreveport PAT were finalizing plans to only have vaccinated students, faculty, and staff on campus. Additionally, those with medical or religious exceptions will be tested weekly. Vaccination, or testing rosters, are kept up with by the Director of Human Resources and shared with the LSU A&M campus in Baton Rouge, LA.

The campus also adheres to the indoor mask mandate as issued by the Louisiana Governor, Governor John Bel Edwards.

Covid-19 / Pandemic – Events Management

Guidelines for LSU Shreveport Events

While cases of COVID 19 remain high in the region, LSUS will institute the following mitigation efforts regarding either vaccination and/or negative COVID test results beginning October 1st, 2021. All attendees, regardless of their status with the university, will be required to show either proof of vaccination (or a negative Covid test) to a designated LSU Shreveport employee.

- A. Accepted methods of vaccine verification:
 - L.A. Wallet App / SMART Health Card
 - An original, digital photo or photocopy of a C.D.C. Vaccination Card with a name matching your I.D. Full cards must be visible on digital or printed copies.
 - Another form of official vaccination record from another state, foreign nation, or the W.H.O.
- B. Accepted methods of Covid-19 test verification:
 - A physical or electronic COVID-19 test with a negative test result within **7 days** of arrival at the event with a name matching your I.D.
- C. Events exempt from Above Verifications:
 - Events that occur after 5pm or on the weekends.
 - Events that occur outside.
 - Chancellor Approval of waiving credentialing requirement.

All clients, regardless of their affiliation to LSU Shreveport, will be required to verify each attendee to their event unless one of the three exemptions above are met. External Clients will be required to do this themselves.

Event Confirmation Disclaimer

As a means to maintain as much vigilance as possible in the struggle with Covid-19, while trying to continue a near normal lifestyle and habit, attendees will be made aware of the following disclaimer to ensure consistency: *“By purchasing these tickets (or RSVPing to this event), I verify that I can provide proof of vaccination or a negative COVID test (taken within seven days of my planned visit) upon request”*.

Alcohol and Drug – Campus Wide

In accordance with the Drug-Free Schools and Communities Act and the Education Department General Administration Regulations (EDGAR Part 86 – Drug and Alcohol Abuse Prevention), LSUS is required to distribute the following information to students and employees on an annual basis:

- Standards of conduct that clearly prohibit, at a minimum, the unlawful possession, use, or distribution of illicit drugs and alcohol by students and employees;
- A description of the applicable legal sanctions under federal, state, or local law for the unlawful possession or distribution of illicit drugs and alcohol;
- A description of the health risks associated with the use of illicit drugs and the abuse of alcohol;
- A list of drug and alcohol programs (counseling, treatment, rehabilitation, and re-entry) that are available to employees and students; and
- A clear statement of the disciplinary sanctions students and employees may face for violations of standards of conduct relating to drugs and alcohol.

(This information is set forth below)

1. Standards of Conduct for Students and Employees

LSUS is committed to maintaining a campus free of illegal drug use and alcohol abuse. The abuse of alcohol and other drugs by students and employees can result in serious damage to both their physical and mental health, as well as endanger the safety of others. Therefore, LSUS prohibits the unauthorized manufacture, sale, possession, use or distribution of illicit drugs and alcohol on campus or as part of University-sponsored activities. In addition, the University expects its citizens to comply with University policies and with applicable city, state, and federal laws.

Under certain conditions, as identified in University Policy 4.09.02 (PS 4.09.02), the University provides for a means of distribution and consumption of alcoholic beverages to members of the LSUS community and authorized guests at approved events.

In accordance with Act 211 and La R.S. 40:133.263, LSUS adopted a Tobacco Free Campus Policy (P.S. 3.27.00). For the health and comfort of students and faculty, LSUS promotes a tobacco-free environment. The policy prohibits the use of all tobacco products on campus, including e-cigarettes and vaporizers. This policy applies to faculty, staff, and students.

The University refers employees who violate these policies to the appropriate dean, director, or department head. Students and student organizations are referred to the Director for Student Advocacy

and Accountability. The University president and his designees are the ultimate authority responsible for enforcing these policies; however, all employees and students are responsible for adhering to these policies.

The following specific policies apply to students and employees.

Students

Students should be aware that LSUS prohibits the unauthorized manufacture, sale, possession, use, or distribution of illicit drugs and alcohol on campus. LSUS's alcohol and drug policy can be found [here](#) in the Student Handbook under the heading of "Reference and Policies".

Violation of this policy is grounds for disciplinary action up to and including permanent dismissal from the University. Federal and state laws provide additional penalties for such unlawful activities, including fines and imprisonment. Local ordinances also provide similar penalties for drug and alcohol-related offenses. The University is bound to take all appropriate actions against violators, including referral for legal prosecution and/or requiring a student to participate satisfactorily in an approved drug/alcohol abuse assistance or rehabilitation program.

Students should be aware that penalties for violating Louisiana law concerning controlled substances include fines of \$5,000 to \$15,000 and imprisonment at hard labor for up to 30 years.

Employees

The Drug-Free Workplace Act of 1988 and the Drug-Free Schools and Communities Act amendments of 1989 generally prohibit the unlawful manufacture, distribution, sale, possession or use of controlled substances in the workplace. LSUS policy (University's Policy 6.02.03 (PS 6.02.03)) prohibits University employees from reporting for work or performing work for Louisiana State University in Shreveport with the presence in their bodies of illegal drugs and/or alcohol above the prohibited concentration level. PS 6.02.03 is explained further below. Additionally, LSUS prohibits the illegal use, possession, dispensation, distribution, manufacture, or sale of controlled substances, designer (synthetic) drugs, and illegal drugs at the work site and while on official state business, on duty, or on call for duty.

To assure maintenance of a drug-free workforce, it shall be the policy of LSU Shreveport to implement a program of drug testing, in accordance with Executive Order No. KBB 05-08, R.S. 49:1001, et seq., and all other applicable federal and state laws. To review the policy in full, please click [here](#) and search for policy 6.02.00.

2. Legal Sanctions and Penalties

Federal Penalties and Sanctions

The Controlled Substances Act (1970; Title 21, Chapter 13, Subchapter 1, Part B and D) places all substances regulated under federal law into one of five schedules based on the substance's medical use, potential for abuse, and safety or dependence liability. Title 21, United States Code, Section 844(a) provides for federal penalties and sanctions for illegal possession of a controlled substance:

Sentencing provisions:

- 1st conviction: Up to 1 year imprisonment and fined at least \$1,000 but not more than \$100,000, or both.
- After 1 prior drug conviction: At least 15 days in prison, not to exceed 2 years and fined at least \$2,500 but not more than \$250,000, or both.

- After 2 or more prior drug convictions: At least 90 days in prison, not to exceed 3 years and fined at least \$5,000 but not more than \$250,000, or both.
- Special sentencing provision for possession of crack cocaine: Mandatory at least 5 years in prison, not to exceed 20 years and fined up to \$250,000, or both, if:
 - 1st conviction and the amount of crack possessed exceeds 5 grams
 - 2nd crack conviction and the amount of crack possessed exceeds 3 grams
 - 3rd, or subsequent, crack conviction and the amount of crack possessed exceeds 1 gram.

Forfeitures:

- Forfeiture of personal and real property used to possess or to facilitate possession of a controlled substance if that offense is punishable by more than 1-year imprisonment. (See special sentencing provisions re: crack). Title 21 United States Code, Sections 853(a)(2) and 881(a)(7)
- Forfeiture of vehicles, boats, aircraft, or any other conveyance used to transport or conceal a controlled substance. Title 21, United States Code, Section 881(a)(4)
- Civil Fines: Civil fine of up to \$10,000 (pending adoption of final regulations). Title 21, United States Code, Section 844(a)
- Denial of Federal Benefits: Denial of Federal benefits, such as student loans, grants, contracts, and professional and commercial licenses, up to 1 year for first offense, up to 5 years for second and subsequent offenses. Title 21, United States Code, Section 853(a)
- Miscellaneous: Revocation of certain Federal licenses and benefits, e.g., pilot licenses, public housing tenancy, etc., are vested within the authorities of individual Federal agencies. Title 21, United States Code, Section 862. Note: These are only Federal penalties and sanctions. Additional State penalties and sanctions may apply.

Drug and alcohol regulations are contained in several Louisiana state statutes.

State Revised Statute 14:91.5 prohibits the purchase of alcoholic beverages by anyone under 21 years of age. Persons between 18 and 21 years of age may possess and consume alcohol in private residences and at private events that are not open to the public. Violators receive fines between \$100 and \$500 and/or sentence between 30 days to 6 months in jail.

State Revised Statute 40:961 to 40:971 establishes penalties for the distribution and consumption of illicit drugs. Penalties range from a minimum of 6 months in jail and a \$500 fine to a maximum of life imprisonment.

Public Law 101- 226 (Drug-Free Schools and Communities Act Amendments of 1989) provides for a loss of Federal financial aid to higher education institutions that fail to comply with the guidelines published therein.

The Drug-Free Workplace Act of 1988 prohibits all employees (faculty and staff) from the unlawful manufacture, distribution, sale, possession, or use of any controlled substance in the workplace. Any employee convicted of a criminal drug statute violation occurring in the workplace must report the conviction to the University. A convicted employee faces potential termination for not reporting the violation or failing to follow through with professional assistance to remediate the problem.

The following is a summary of Louisiana alcohol laws:

- It is unlawful for any person under 21 to present any form of fake identification, such as a fraudulent drivers' license or one that is not their own, for the purpose of purchasing alcoholic beverages or attempting to enter a bar or restaurant. Punishable by fines up to \$200, community service up to 30 hours, and 90 days driver's license suspension (La R.S. Title 14, Section 333).
- It is unlawful to falsify a driver's license or other identification document in order to obtain or attempt to obtain any alcoholic beverages, or to permit someone else to use ones driver's license or other identification document to obtain or attempt to obtain any alcoholic beverages. (R.S. Code 14:333)
- It is unlawful for any person under 21 to purchase or publicly possess any alcoholic beverages. Public possession means possession of any alcoholic beverage on any "street or highway or in any public place or any place open to the public, including a club which is de facto open to the public." (R.S. Code 14:39:12)
- It is unlawful for persons under 21 to purchase or have public possession of any alcoholic beverage. Punishable by \$100 fine and/or 6-month imprisonment and driver's license suspension for up to 180 days (La R.S. Title 14, Section 93.12)
- It is unlawful for any person not a spouse, parent, or legal guardian to purchase alcohol for persons under 21. Punishable by a \$500 fine and/or 30-day imprisonment (La R.S. Title 14, Section 93.13).
- It shall be unlawful for the operator of a motor vehicle, or the passenger in or on a motor vehicle, to possess an open alcoholic beverage container. Punishable by the loss of driver's license, and fines up to \$100 (La R. S. Title 32, Section 300).
- Underage driving under the influence is operating a vehicle while intoxicated is the operating of any motor vehicle, aircraft, watercraft, vessel, or other means of conveyance when the operator is under 21 and the operator's BAC is 0.02% or more. First conviction, punishable by fine of \$100-\$250, and participation in a court-approved substance abuse and driver improvement program (La R.S. Title 14, Section 98.1).
- Operating a vehicle while intoxicated is operating any motor vehicle or other means of conveyance when the operator's Blood Alcohol Content is 0.08% or more. First offense is punishable by a fine of \$300-\$1,000, and 10 day- 6-month imprisonment (exceptions are in place). If the offender has a blood alcohol concentration of 0.20 % or more, the violation is punishable with fines of \$750-\$1,000 without benefit of parole, probation, or suspension of sentence, and suspension of driver's license for 2 years. The offender may apply for a restricted license, but must install an ignition interlock device, which shall remain during the first year of the suspended license. It is also considered operating a vehicle while intoxicated when any of the following are present in the operator's system:
 - any controlled, dangerous substance listed in Schedule I, II, III, IV, or V as set forth in R.S. 40:964 is present in the operator's system,
 - a combination of alcohol and one or more drugs (which are not controlled dangerous substances and which are legally obtainable with or without a prescription) are present,
 - one or more drugs which are not controlled, dangerous substances and which are legally obtainable with or without a prescription.

The following is a summary of Louisiana drug laws:

- The possession of GHB or ecstasy/MDMA is punishable by up to 10 years imprisonment and fine up to \$5,000 for possession and between 5-30 years imprisonment (at least five without parole) and up to \$50,000 fine for the manufacture or distribution of GHB or ecstasy/MDMA (La R.S. Title 14, Section 966).
- First offense possession of marijuana or synthetic marijuana is punishable by up to six-month imprisonment and fine up to \$500. Second offense is punishable by imprisonment up to five years and fine up to \$2,000. The manufacture or distribution of marijuana or synthetic marijuana is punishable by imprisonment for between 5-30 years and fine up to \$50,000 (La R.S. Title 40, Section 966).
- The possession of heroin is punishable by imprisonment between for 4-10 years without parole and a fine up to \$5,000. The manufacture or distribution of heroin is punishable by between 5-50 years imprisonment (five without parole) and a fine up to \$50,000 (La R.S. Title 40, Section 966).
- The possession of prescription stimulants (Ritalin, Adderall, etc.) for nonmedical use is punishable by imprisonment up to five years and a fine up to \$5,000. Manufacture or distribution is punishable by imprisonment for up to ten years and a fine up to \$15,000 (La R.S. Title 40, Section 967).
- The possession of prescription painkillers (Codeine, Hydrocodone, Oxycodone, etc.) for nonmedical use is punishable by imprisonment up to five years and a fine up to \$5,000. Manufacture or distribution is punishable by imprisonment for up to ten years and a fine up to \$15,000 (La R.S. Title 40, Section 967).
- The possession of less than 28 grams of cocaine is punishable by imprisonment up to five years and a fine up to \$5,000. Manufacture or distribution is punishable by imprisonment for up to ten years and a fine up to \$15,000 (La R.S. Title 40, Section 967).
- The possession of prescription anti-anxiety medications (Xanax, Valium, etc.) for nonmedical use is punishable by imprisonment up to five years and a fine up to \$5,000. Manufacture or distribution is punishable by imprisonment for up to ten years and a fine up to \$15,000 (La R.S. Title 40, Section 969).

3. Statements of Health Risks Associated with Alcohol and Drug Abuse

Alcohol

Alcohol is a central nervous system depressant that alters a variety of activities in the brain. Abuse of this substance slows reactions, depresses the respiratory system, causes unconsciousness, and can result in death. Long-term dangers include irreversible damage to body tissue (brain, liver, pancreas, and kidneys), memory problems, and nutritional deficiencies. For pregnant women, alcohol consumption poses significant risks of fetal damage.

Tobacco

Tobacco is linked with more serious health problems than nearly all other psychoactive drugs. The Surgeon General has confirmed that tobacco use is the number one cause of preventable death. Chronic smoking is causally linked to cancer (of the lungs, larynx, and mouth), heart disease, and respiratory problems, including bronchitis and pulmonary emphysema. Users of smokeless tobacco face a four times greater risk of cancers of the throat and mouth than non-users, particularly with long-term use. Nicotine is both psychologically and physically addictive. It produces constriction of blood vessels, loss of

appetite, and a sharp rise in blood pressure and heart rate. Fetal and infant deaths are more likely to occur when the pregnant woman is a smoker.

4. Available Alcohol and Drug Treatments and Programs for Students and Employees

While the University will hold students and employees accountable for violations of the alcohol and other drug policies noted above, it is also committed to supporting any individual who makes the responsible decision to address his or her substance use. This support may include referrals to Counseling Services, educational programming, or intervention plans off campus to assist a student in meeting his or her goals.

To reach the LSUS Office for Counseling Services:

Administration Building, Room 229 or by calling 318-797-5365

University support services and programs encourage students to adopt and maintain healthy lifestyles. Students who are concerned about their drug or alcohol choices and voluntarily seek assistance will receive support and/or referral services through its Counseling Services. Professional standards of confidentiality will be maintained. Services include individual counseling, support groups (as defined below), and assessment (AUDIT).

Smart Recovery is a program designed to assist students in building and maintaining motivation, coping with urges, managing thoughts, feelings, and behaviors, and living a balanced life. During the program, students learn self-empowering techniques through mutual-support environment to assist improvement and recovery from unhealthy coping behaviors, such as substance abuse, influenced by negative self-talk and lack of self-control.

For faculty and staff, referrals to appropriate community agencies is available through the Student Development and Counseling Center.

Community Resources for Students, Faculty, and Staff:

- Al-Anon General Information 318-344-0212 (for family/friends of those with addiction)
- Alcoholics Anonymous 318-865-2171
- Council on Alcoholism & Drug Abuse 318-222-8511 (Information and treatment for adults and children)
- NW Regional Center for Addictive Disorders 318-632-2040 (Information and treatment for adults and children)
- North Louisiana Area Narcotics Anonymous 800-339-3723 (24-hour helpline)

5. Disciplinary Sanctions for Violations of the Standards of Conduct for Students and Employees

The University will impose sanctions for violations of local, state, and federal laws, as well as for violations of regulations contained in student and employee codes and handbooks. Violators may be punished by expulsion, termination of employment, and referral for prosecution. University sanctions will depend upon the past record of the violator and the severity of the violation.

Failure to complete a designated rehabilitation program may be cause to terminate an employee or exclude a student from the University. In addition, for some students, mandatory sanctions may include parental notification.

LSU Shreveport Athletic Department Student Athlete Drug and Alcohol Education and Testing Policy

The following policy has been adopted and shall be administered by the Louisiana State University in Shreveport Athletic Department. LSU Shreveport reserves the right to make changes to this policy and this policy should not be construed to create a contract between student-athlete and LSU Shreveport.

Participation in intercollegiate athletics through LSU Shreveport is a privilege that may be qualified, suspended or terminated at any time by LSU Shreveport.

LSU Shreveport is concerned with the health, safety, and welfare of the student-athletes who participate in its programs and represent the college in intercollegiate athletics. The use of illegal drugs, misuse of legal drugs, use of performance-enhancing substances, use of alcohol, and inappropriate use of tobacco are inconsistent with the standards expected of student-athletes at LSU Shreveport. Substance use and abuse can pose risks to a student-athlete's health and safety, negatively affect academic and athletic performance, and comprise the integrity of athletic competition and the mission of LSU Shreveport.

LSU Shreveport is committed to maintaining an environment for students free of illegal drug use and alcohol abuse. Violation of this policy may also be a violation of the LSU Shreveport Student Conduct Code. Student-athletes should be aware that the Student Conduct Code prohibits the unauthorized manufacture, sale, possession, use or distribution of illicit drugs and alcohol on campus. Disciplinary action up to and including suspension or permanent dismissal from the University may result from a violation of the Student Conduct Code. Nothing in this policy shall be construed to diminish the responsibilities of student-athletes to adhere to the Student Conduct Code.

Purpose

The LSU Shreveport Athletic Department believes that random testing and testing based on reasonable suspicion are appropriate to:

- Ensure the health, safety, and welfare of our student-athletes.
- Promote fair competition in intercollegiate athletics.
- Identify student-athletes who are improperly using drugs or alcohol and assist those student-athletes.
- Educate student-athletes.

The intent of these policies is to prevent use and abuse of prohibited substances by student-athletes through education, testing, and professional guidance/referral.

Education – providing student-athletes with accurate information about problems associated with substance use and abuse and promoting health and safety in sport.

Testing – analyzing biological specimens to detect prohibited substances student-athletes may introduce to their bodies and associated sanctions resulting from use detailed in this policy

Professional Referral – facilitating appropriate treatment and rehabilitation of student-athletes

Alcohol, Tobacco and Other Drug Education

Participants who are educated about substance use in sport are more likely to make informed and intelligent decisions about usage. LSU Shreveport will provide drug and alcohol education opportunities

for student-athletes. These educational programs will be designed to review athletic department, institutional, conference and national governing body policies related to alcohol, tobacco and other drugs. Appropriate educational materials will be made available to participants including this policy.

Consent to Participate

As a condition of participation in intercollegiate athletics at LSU Shreveport, each student-athlete will be required to sign a consent form agreeing to undergo drug and alcohol testing and authorizing release of test results in accordance with this policy. Further, each student-athlete must authorize his/her healthcare provider(s) to provide medical information and discuss same with the Athletic Director, coaches and athletic staff as such relates to the health, safety, fitness and ability of the student-athlete to participate in their sport and related training activities. Failure to consent to or to comply with the requirements of this policy may result in suspension from participation or termination of eligibility to participate in intercollegiate athletics at LSU Shreveport.

The Athletic Director or his/her designee, in their discretion, may temporarily suspend or qualify participation by any student-athlete upon reasonable belief that the student-athlete may be in violation of this policy, the LSU Shreveport Student Conduct Code, or any team rule or requirement. Upon finding that a student-athlete is in violation of this policy, the Student Conduct Code, or any team rule or requirement, the Athletic Director may terminate, suspend or qualify participation.

Alcohol

It is the responsibility of every member of the college community to be aware of the risks associated with alcohol use and abuse. The Athletic Department views the use of alcohol to be incompatible with the goal of athletic excellence. Student-athletes are required to conduct themselves in accordance with university policies, and federal, state and local laws. (Section 5.2.32 of the Student Handbook) It should be understood that possession or consumption of alcoholic beverages by individuals under the age of 21 is a violation of state law and a violation of this policy. Likewise, it is illegal and a violation of this policy for a student-athlete to supply alcoholic beverages to persons under the age of 21.

The Athletic Department may suspend participation of any student-athlete upon a pending criminal charge, and may suspend or terminate participation upon a conviction, plea of guilty or plea of no contest to any of the following:

- Driving under the influence (DUI/DWI) or other motor vehicle violations involving alcohol or drugs.
- Public intoxication.
- Drunk and disorderly conduct.
- Other violations of local, state, or federal law involving alcohol or drugs, including possession.
- Other violations of local, state, or federal law involving alcohol or drugs and acts of violence.
- Minor in possession.

Even if such a criminal charge is ultimately dismissed, the student-athlete may be found to have violated this policy and be subject to sanctions as set forth herein.

Tobacco

The use of tobacco products is prohibited by all game personnel (e.g. coaches, student-athletes, athletic trainers, managers and game officials) in all sports during practice, meetings, competition and other times when the student-athlete is representing the University.

Prohibited Drugs/Substances

LSU Shreveport is a member of the National Association of Intercollegiate Athletics (NAIA) and will use the NAIA list of banned drug classes. The drug and/or alcohol screening process may include analysis of, but is not limited to, the NAIA list of banned-drug classes. For an ongoing updated listing of the banned-drug list view the NAIA's web site at www.naia.org. Prohibited substances that LSU Shreveport may screen for include, without limitation, alcohol (in any sport), marijuana, PCP, opiates, MDMA (Ecstasy), amphetamines, cocaine, flunitrazepam (Rohypnol) and anabolic steroids. All student-athletes must keep the athletic training staff and/or team physician aware of any prescribed drugs and dietary supplements that he or she may be taking.

Specimen Analysis

The drug and/or alcohol screening process may include, but are not limited to, the following biological specimen collection methods:

- Urine testing
- Saliva testing
- Breath alcohol devices
- Hair samples

Selected Types of Drug Testing

Unannounced Random Testing: All student-athletes who have signed the institutional drug-testing consent form and are listed on the institutional squad list are subject to unannounced random testing. The Director of Athletics or his/her designee may randomly select student-athletes from the official institutional squad lists.

Reasonable Suspicion Screening: A student-athlete may be subject to testing at any time when there is individualized reasonable suspicion to believe the participant is using a prohibited substance. Such reasonable suspicion may be based on information as determined by the Director of Athletics or by an Assistant Athletic Director, Head Coach, Assistant Coach, Athletic Trainer, or Team Physician, and deemed reliable by the Director of Athletics.

Reasonable suspicion may include, without limitation, 1) observed possession or use of substances appearing to be prohibited drugs, 2) arrest or conviction for a criminal offense related to the possession or transfer of prohibited drugs or substances, 3) observed abnormal appearance, conduct or behavior reasonably interpretable as being caused by the use of prohibited drugs or substances, or 4) information from others. Among the indicators which may be used in evaluating a student-athlete's abnormal appearance, conduct or performance are: class attendance, significant GPA changes, athletic practice

attendance, increased injury rate or illness, physical appearance changes, academic/athletic motivational level, emotional condition, mood changes, and legal problems.

Re-entry Testing: A student-athlete, who has had his or her eligibility to participate in intercollegiate sports suspended as a result of a drug or alcohol violation, may be required to undergo re-entry drug and/or alcohol testing prior to regaining eligibility. The Director of Athletics or his/her designee shall arrange for re-entry testing after the counselor or specialist involved in the student-athlete's case indicates that re-entry into the intercollegiate sports program is appropriate.

Follow-up Testing: A student-athlete who has returned to participation in intercollegiate sports following a positive test under this policy may be subject to follow-up testing. Testing will be unannounced and will be required at the discretion of the Director of Athletics or his/her designee in consultation with the counselor or specialist involved in the student-athlete's case.

Sanctions

Refusal to sign a consent form prohibits a student-athlete from participating in any intercollegiate sport at LSU Shreveport. Any student-athlete who tests positive for a banned substance or who refuses to submit to a required test, and/or who violates the terms of the safe harbor program as described in this policy shall be subject to the sanctions below, which may be modified for good cause by the Director of Athletics. Sanctions for other violations of this policy are within the discretion of the Director of Athletics. All violations of this policy are cumulative.

First Offense: A student-athletes' FIRST POSITIVE identification of the use and/or abuse of prohibited substances are in serious violation of LSU Shreveport Athletics Department rules and ethics. A meeting will be called with the student to discuss the relevant circumstances. At that point, the cooperation of the student-athlete in assessing his/her situation will weigh much in his/her favor as to what actions will result. The student-athlete's parent(s) will be notified of a positive test by the Director of Athletics.

Depending on the assessment of the student-athlete's situation, the LSU Shreveport Athletics Department may require a minimum of two hours of professional counseling to assist the athlete in a drug-free life. LSU Shreveport provides assistance to students with drug related problems through its Student Development and Counseling Center. Those students who voluntarily seek assistance from the center are assured that professional standards of confidentiality will be maintained. Referral to appropriate community agencies is available through the Student Development and Counseling Center. University support services and programs are designed to encourage students to adopt and maintain healthy lifestyles.

The two hours of professional counseling MUST be completed within two weeks of notification of a positive test. If the counseling is not completed within those two weeks, the student-athlete will be ineligible to participate until the two hours of counseling is completed. If the Director of Athletics feels that the student-athlete's problem has been corrected, he/she will be allowed to continue participating in his/her sport. No student-athlete will be allowed to participate while intoxicated (intoxicated means a high level of any controlled substance not normally found in the human body.) Finally, the student-athlete will be asked to provide another urine specimen to be tested within the next thirty (30) days from the initial notification meeting of the first positive test result.

Second Offense: A student-athlete's SECOND POSITIVE identification of the use of prohibited substances is a VERY SERIOUS violation of LSU Shreveport Athletics Department rules and ethics. Members of the LSU Shreveport Athletics Department will again meet the student-athlete. The student-

athlete shall be suspended indefinitely from any participation and/or 10% of his/her regular season from his/her sport, as follows:

- Baseball 5 games
- Basketball 3 games
- Soccer 1 game
- Tennis 1 match

The student-athlete **WILL NOT** be permitted to return to athletics participation until **ALL** of the following criteria have been met:

- Obtain a minimum of two hours of Rehabilitative Counseling through the Student Development and Counseling Center.
- Provide another specimen to be tested within the next thirty (30) days from the date of notification in the second confrontation meeting. Specimen must test negative. The student-athlete will be financially responsible for this follow-up test.

After the completion of the above criteria and with the recommendation of the University staff counselor, members of the LSU Shreveport Athletics Department will meet to reconsider the student-athlete's status. This DOES NOT guarantee the player's return to his/her sport. At any time, the Director of Athletics may require the student-athlete to demonstrate appropriate support and rehabilitation efforts.

Third Offense: A student-athlete's THIRD POSITIVE identification of the use and/or abuse of prohibited substances indicates to the LSU Shreveport Athletics Department that the said student-athlete will not conform to established rules and poses a safety hazard. Therefore, the LSU Shreveport Athletics Department will:

- Suspend this individual from any participation or involvement with LSU Shreveport Athletics Department for a period no less than one calendar year (365 days) from the date of the student-athlete's positive drug test.
- The student-athlete will be required to obtain a minimum of two hours of professional rehabilitative counseling, in addition of a referral to a local Alcohol & Drug Abuse Clinic prior to petitioning for reinstatement. Members of the Athletics Department shall meet only after the written request for the student-athlete to the Director of Athletics has been submitted. The committee shall then meet with the student-athlete to discuss his/her status.

Voluntary Disclosure/Safe Harbor

A student-athlete who has engaged in prohibited drug or alcohol use is encouraged to seek assistance from the Athletic Department by voluntarily disclosing his or her use prior to an announced drug test.

- If the student-athlete seeks assistance *prior* to being identified as having violated this policy or being notified that he or she must undergo screening, the impermissible use will not be deemed an offense for purposes of determining sanctions under this policy.
- The student-athlete will be required to undergo an evaluation by a substance abuse counselor. The counselor shall determine the appropriate form(s) of intervention and rehabilitation needed by the student-athlete, based on the circumstances of the case. The student shall authorize the

counselor, or other healthcare provider, to provide a summary of his or her findings and recommendations to the Athletic Director.

- Failing to complete the treatment recommended by the counselor, or having a positive test for any banned substance that indicates new use after entering the Safe Harbor Program will be deemed the next subsequent offense under this policy.
- If the student-athlete regains his or her eligibility to participate in intercollegiate sports, he or she may be required to undergo unannounced follow-up tests at the discretion of the Director of Athletics.

Hearing

Student-athletes who test positive under the terms of the LSU Shreveport Intercollegiate Athletics Alcohol, Tobacco and Other Drug Education and Testing Policy, or are otherwise believed to have violated this policy, will be entitled to a hearing with the Director of Athletics prior to the imposition of any sanction. Requests for such a hearing must be made within forty-eight (48) hours of notification of a positive test result. If the forty-eight hours would end on a weekend, the request must be made by noon on the next business day. Requests must be in writing and received by the Director of Athletics.

At the hearing, the student-athlete shall be advised of the information that suggests a violation of this policy and be given the opportunity to admit, deny or explain the alleged violation of this policy. The student-athlete may have an advisor present if the student so desires. However, the student-athlete must present his or her own case. The advisor may not speak or act on behalf of the student-athlete. Generally, the hearing should take place no more than seventy-two (72) hours after the written request is received. Either the student-athlete or the other parties involved may request an extension of time to the Director of Athletics, who will consider whether to grant the extension upon a showing of good cause. There will be an opportunity for the student-athlete to present evidence, as well as to review the results of any test. The decision by the Director of Athletics or his/her designee regarding the sanction to be imposed shall be final; however, within five (5) days of the decision by the Director of Athletics, the student-athlete may request a review by the Provost who, in his/her discretion, may review the decision.

Drug-free workplace and drug testing policy 6.02.03 for Faculty and Staff (Revised 7-1-21)

This policy details the expectations, testing requirements, and sanctions surrounding the screening of drugs and/or alcohol for Faculty and Staff. To read this policy in its entirety, or view its addendums and attachments, please click [here](#).

Campus Smoking Policy

Act 211 of the 2013 Louisiana State Legislative Session and Louisiana Revised Statute 40:1291.11(A)(2) designates all public post-secondary education sites as “tobacco-free”. The use of any tobacco products; smoked, smokeless, or vapor; are prohibited on LSUS property.

Sex Offender Statement

The federal Campus Sex Crimes Prevention Act of 2000 (CSCPA), which became law October 28, 2000, but which delayed certain provisions until October 27, 2002, amends the Jacob Wetterling Crimes Against Children and Sexually Violent Offender Registration Act.

CSCPA provides special requirements relating to registration and community notification for sex offenders who are enrolled in or work at institutions of higher education. In addition to the Wetterling Act, CSCPA also amended the Clery Act, an annual crime reporting law, and the Family Educational Rights and Privacy Act of 1974 to allow the disclosure of this information regarding students. As provided in the Wetterling Act, any person required to register under a state sex offender registration program must notify the state regarding each institution of higher education in that state at which the person is employed, carries on a vocation, or is a student of and must alert the state of any change in enrollment or employment status.

Under current state law, the computerized sex offender registry information can be obtained through local law enforcement agencies, such as the Caddo Parish Sheriff's Office, or the Louisiana State Police through their sex offender registration information line at 1-800-858-0551 between the hours of 8:00 a.m. and 4:30 p.m. The Louisiana sex offender website is [State Sex Offender and Child Predator Registry](#).

The regularly updated information found within Louisiana's Sex Offender Registry also meets the criteria as described within section 121 of the Adam Walsh Child Protection and Safety Act of 2006 (42 U.S.C. 16921)



First Aid Policy

To view the full first aid policy, please click ([6.07.01](#))

First Aid Kit Locations

- Administration Building – Front Help Desk / Switchboard
- Bronson Hall – Office 226
- Business and Education Building – Office 101-D
- Community Outreach Building – Mounted on the wall of the main hallway.
- Facility Services – Shop area
- Health and Physical Education Building – Office 107
- Noel Memorial Library – First Floor Help Desk
- Red River Watershed / Anderson Building – Mounted on the wall of the hallway.
- Science Building – Office 104

- Science Lecture Auditorium – Under the lectern.
- Technology Center – First floor in the Continuing Education Office.
- University Center – First floor near the entrance to the Barnes and Noble Bookstore.

Automated External Defibrillator or AED Locations

- In each police patrol vehicle (3)
- University Center (UC) – First floor near the entrance to the Barnes and Noble Bookstore.
- Health and Physical Education Building – just inside the west entrance. (UC side)
- LSUS Athletics also has two. One is at every game with the LSUS Athletic Trainers, while the other is stored in the Pilot Field press box.
-

Missing Residential Student Policy

Changes to the Higher Education Opportunity Act (2008) mandated that any student residing in on-campus housing, who is believed to be missing (regardless of age) should be reported as a missing person and an investigation into their disappearance will be made. Additionally, Suzanne's Law impels law enforcement agencies to notify the National Crime Information Center (NCIC) when anyone under 21 is reported missing. Suzanne's Law was signed into effect during the spring of 2003 as part of the national "Amber Alert" Bill. This federal law is named after Suzanne Lyall, a State University of New York at Albany student, who has been missing since 1998.

Registration Procedures

- Each residential student aged 18 and over will designate a confidential contact who may be the same person listed as the student's emergency contact, or the confidential contact may be an additional person. The person designated as the confidential contact will be notified no later than 24 hours after the student is determined to be missing.
- If a campus residential student is under the age of 18, and has not been emancipated, the student's custodial parent or guardian shall be notified immediately once the student is determined to be missing.
- Each resident is provided a data form for which he or she will complete and return to the General Manager of the *Pilots Pointe Apartment* (PPA), where that information will be filed and maintained. Each student resident is responsible for maintaining the accuracy of the contact information for the identified confidential contact.

Missing Person Procedures

- Any individual on campus who has information that a campus residential student may be missing must notify the LSUS PD immediately.
- The LSUS PD will gather all essential information about the missing student from the reporting person/student, from the missing student's acquaintances, from LSU Shreveport faculty or staff, and from official university information sources. Such information will include, but is not limited to, a physical description, phone numbers, clothing description, information concerning where the student may be and/or whom they may be with, vehicle descriptions, information about the physical and emotional well-being of the student, a current photograph, a class schedule and class attendance records.

- The reporting individual will provide information concerning efforts made to contact student by telephone, text, email and/or social media directed to the student or to others who may have information concerning that student. LSUS PD will also attempt to contact with the student using those methods as well.
- LSUS PD will notify the campus residential student’s confidential contact or custodial parent/guardian no later than 24 hours after receiving the initial report that the student is missing.
- If the student is not located in a reasonable amount of time, or if it is apparent immediately that the campus residential student is missing, or it has been determined that the campus residential student has been missing for more than 24 hours; LSUS PD Officers will contact the Shreveport PD, the Caddo Parish Sheriff’s Department, and/or the Louisiana State Police to report the campus residential student as a missing person. LSUS PD will continue to assist the investigation and attempts to contact and locate the student.

Persons, or agencies, to contact in order to report a student who is missing:

- | | |
|--|--------------|
| • LSU Shreveport Dean of Students, Dr. Paula Atkins | 318-797-5116 |
| • LSU Shreveport Police Department, On-duty Officer | 318-455-5497 |
| • LSU Shreveport Chief of Police, Donald Wray | 318-795-2392 |
| • Pilots Pointe Apartments, Main Number | 318-333-3407 |
| • Pilots Pointe Apartments, Resident Assistant on-call | 318-517-0747 |

Hazing Policy

LSU Shreveport defines hazing as any action taken or situation created intentionally that causes embarrassment, harassment, or ridicule and risks emotional and/or physical harm to members of a group or team, whether new to the group or not. Additionally, LSU Shreveport adheres to the Board of Regents’ *Uniform Policy on Hazing Prevention*.

Hazing is a serious public health concern and causes significant harm to individual students, student groups, and to the University. StopHazing.org reports three out of five college students experience hazing across a range of student organizations and results in significant injury and death. Not only does hazing result in significant impact on the health individual students, it can also have lasting and negative impact on the health and well-being of the campus community. It is avoidable and LSUS commits to implementing proactive initiatives to guide the campus community in promoting a positive, safe campus environment.

LSU Shreveport Code of Student Conduct addresses hazing and holds students accountable for violations of the hazing policy. The Code defines hazing and provides broad descriptions of several forms of behavioral misconduct that may be relevant to hazing such as coercive behavior, endangerment, harassment, offensive behavior, and safety.

To encourage students to make responsible decisions, the university recognizes the need for amnesty from university sanctions in certain situations. Amnesty under this policy, when granted, excuses a student or registered student organization from university sanctions under the Code of Student Conduct. Amnesty is intended to encourage action when an emergency is present. It is not intended to excuse any student or organization causing the emergency or unsafe condition. The decision to grant amnesty for violations of the Code of Student Conduct will be determined as provided in Section 3.4 of the Code of Student Conduct on a case-by-case basis.

manner which reasonably endangers the safety of others shall be cause for disciplinary action by LSU Shreveport.

The LSU Shreveport campus, along with the property that *Pilots Pointe Apartments* resides upon, is designated as a firearm-free zone as defined by federal and state law.

Other Policies

For additional LSU Shreveport polices, please click [here](#).

(This portion is intentionally blank for spacing purposes)

On Campus Housing -Pilots Pointe Apartments

On the north side of campus, just across Pierre Bayou, is a section of LSU Shreveport property that since 1993 has provided housing to LSU Shreveport with the construction of a sixteen (16) building apartment complex. One of the buildings serves as the “Office and Clubhouse” while the others provide living arrangements for students in either a studio style, super-two, or traditional four-person apartment arrangements. There are currently 394 bed spaces on property.



From 1993 until 2020, the complex was leased and managed by the CLV Corporation of Australia and referred to as the *University Courts Apartments*. On April 1, 2020, the complex was purchased outright by the LSU Shreveport Foundation and the name changed to *Pilots Pointe Apartments*. Simultaneously, an outside property management company, “RISE”, were hired by the LSUS Foundation to control the leasing processes along with managing the overall property.

Because of the transfer of ownership in April 2020, the outgoing management company left very little behind to be useful to RISE. One important item not left were a list of case reports that were filed from 1/1/20 through 3/31/20 which would have been used as additional statistical data in the creation of this report.

Further information about the RISE Real Estate organization, their structure, and their Covid-19 information can be found [here](#).

Property Employees

RISE installed a number of employees to operate and manage the property and its tenants. The General Manager for the Pilots Pointe Apartment is also in charge of locating, hiring, and training their respective Resident Assistants and Maintenance support staff.

Resident Assistants are tasked as their title suggests, assisting the resident and addressing as many of their concerns as possible. Typically, these concerns revolve around maintenance issues or contract concerns. However, the RA’s will also respond to criminal incidents and calls for service with the LSUS PD. Nightly, an RA is scheduled to be on call for when a resident calls 318-517-0747 about a security concern or matters involving their apartment.

For more information about the *Pilots Pointe Apartment*, their lists of amenities or their internal tenant policies please, click <https://pilotspointe.com/> or call 318-333-3407. Please note that all resident lease agreements and contract terms are those of RISE, and not those of LSU Shreveport.

The complex is available for lease by actively enrolled students only, faculty/staff, and on some occasions, a few of these are families with minor children. The PPA is not open to the public.

Complex Safeguards

The *Pilots Pointe Apartments* are surrounded with fencing, wrought iron or wood, designed to prevent intrusion by others off campus. Within the fence are two pedestrian gates that must be activated by an issued magnetic card in order to enter the property. The same process occurs at the vehicle entry gate.

Also installed around the complex are security cameras that constantly record the day-to-day activities and are available for review should something happen.

Fire suppression systems are described below in Fire Safety Report section.

Emergency Notifications to Residents

Currently, the PPA primarily houses LSU Shreveport students. However, because of certain contractual obligations, the PPA also houses students from three other local area colleges and universities. Knowing that the LSU Shreveport Rave Alert only reaches LSU Shreveport Students, the following steps were taken to ensure that the entire population of the PPA receives an alert if one should be sent.

The PPA General Manager has been issued an LSU Shreveport email address and this, along with their cell phone information, were uploaded into the RAVE Alert Database in order to receive any future alerts. Therefore, future incidents that would affect the housing complex, the General Manager will receive the initial notification sent out to the LSU Shreveport campus, copy it, and send onward to all of the residents via the internal systems (*Active Building*) that *RISE* has in place. Their messages will go out typically as an email to the rest of the residents.

Law Enforcement Roles and Responsibility

The LSUS PD has the law enforcement jurisdiction at the *Pilot Pointes Apartment* and are seen there frequently throughout the day and night. Contract security guards are also on the premises nightly to provide an additional level of protection for the residents.



Campus Notification System

In the event a situation arises either on or off campus, that, upon confirmation of a significant emergency, constitutes an ongoing or continuing threat to the campus community, the will send out campus wide. The alert may be disseminated by the following:

- LSUS “Rave Alert” system
- LSUS “Rave Guardian” phone app
- LSUS Housing at the Pilot’s Pointe Apartments
- Electronic medium (e-mail system)
- Posters on bulletin boards (seldom)
- or inclusion in the campus news media (Facebook, Twitter)

The mode of dissemination will be made by whichever is most appropriate for the situation by the LSUS PD Chief of Police and/or the LSUS Office of Media and Public Relations.

Timely Warnings versus Emergency Notifications

Timely Warnings	Emergency Notifications
<ul style="list-style-type: none"> • Clery Act crimes • Clery Act geographic area (on-campus, non-campus, public property) • Reported to campus security authority or local police agencies • Serious or continuing threat to students and employees • Must reach entire geographic area • Warning issued as soon as pertinent information is available 	<ul style="list-style-type: none"> • Broad focus - any significant emergency or dangerous situation (ex. Natural disaster, environmental, armed intruder) • Anywhere on campus • Sent to entire campus or segment(s) • Alert issues immediately upon confirmation

Electronic logs of Timely Warnings, if sent, are also kept with the LSUS PD within their report management software.

Warnings, Alerts, or Advisories issued to the campus in 2020

Date	Time	Case Report	Method	Reason(s)
02-26-20	1400	None	<i>Rave Alert, Twitter, Guardian and E-mail</i>	Faculty and Staff System Test “Virtual Tornado Drill” Spring
03-18-20	1411	None	<i>Rave Alert, Campus E-mail</i>	Student Only System Test
08-26-20	1232	None	<i>Rave Alert, Twitter, Guardian and E-mail</i>	Hurricane Laura
08-27-20	0715	None	<i>Rave Alert, Twitter, Guardian and E-mail</i>	Hurricane Laura
08-27-20	1409	None	<i>Rave Alert, Twitter, Guardian and E-mail</i>	Update for Hurricane Laura
10-23-20	1100	None	<i>Rave Alert, Twitter, Guardian and E-mail</i>	Faculty and Staff System Test “Virtual Tornado Drill” Fall

Campus Emergency Notification Steps

Upon discovery of a potential event or issue by a member of the campus community, the LSUS PD shall be notified, who will then make every effort to confirm that the event is occurring. If the event is confirmed, the LSUS PD will then notify one or more of the following campus administrative areas – the Chancellor, the Vice Chancellor for Business Affairs, Vice Chancellor for Academic Affairs (Provost), or the Dean of Students to advise them of the situation. A decision will then be made, as soon as reasonably possible, if there is a need to initiate the emergency notification system and alert the campus community. The campus community shall be notified immediately upon confirmation of a significant emergency or dangerous situation involving an immediate threat to the health or safety of students, faculty, or staff occurring on campus.

In the event that issuing a notification will, in the professional judgment of responsible authorities, compromise efforts to assist a victim or to contain, respond to, or otherwise mitigate the emergency; then the emergency notification will not be made until safe to do so.

The notification to the campus shall be made using the most appropriate method, to include the regular campus email system, telephone trees, and the LSUS “Rave Alert”, which includes cell phone, text messages and emails.

Students, faculty, and staff are automatically entered into the “Rave Alert” database at the time that they either enroll for classes or are employed, but they are also responsible for updating their information when they change phone numbers or email addresses. However, once the names and numbers are populated to the database, that individual can never “opt-out” until they are eventually purged by means of graduation or transfer.

The notification shall advise persons that either a response or a reaction is needed from them. This could include whether they should evacuate or remain in place, where to avoid, where to safely exit the campus, or it possibly could contain a suspect description if local law enforcement agencies are searching for anyone. All buildings shall have posted in their facilities an evacuation map showing safe routes to take when exiting the building.

The LSUS PD will also notify all local first responders via Shreveport Police Dispatch if the event or emergency is of a size that consumes the resources on hand at that moment. Local media outlets will only be notified by the LSUS Office of Media and External Relations.

Reasonable efforts will be made to provide follow-up information on an active event using the LSUS website, Facebook, or Twitter in order to keep the campus community up-to-date. Upon the culmination of the event, an all-clear notice will be sent out using the same notification system as used to initiate the original alert.

The University shall annually review the policies and procedures and make any changes necessary for the protection of the campus community. Annual safety drills and table-top exercises are conducted, and the results of these are documented and assessed for changes and/or modifications of current policy and procedures.

It should be mentioned that an incident that impacts the campus does not always have to originate from campus. Incidents such as a chemical spill, or robbery, that could have the potential to come on to campus may also require a notification sent to campus once the information is verified by officials.

For emergency notifications at the *Pilots Pointe Apartments*, please refer to the “Housing” section.



Emergency Procedures

The LSUS PD is committed to maintaining a safe and secure living, learning, and working environment for the students, faculty, staff, and visitors to enjoy the campus. In order to maintain this safe environment, LSUS has developed an “Emergency Procedures Guide”; a link to which can be found on the LSUS PD website at [LSUS Police Emergency Procedures](#).

The Emergency Procedure Guide includes the latest industry standards and accepted best practices, so everyone is encouraged to periodically check for new updates. Additionally, the guide was developed with the intent to provide some reminders of what to think or look for in various situations and it was not designed to provide a specified response to all hazards because each hazard could vary from one to another. The utilization of common sense is strongly encouraged during any hazards, incidents, or disasters that you find yourself in.

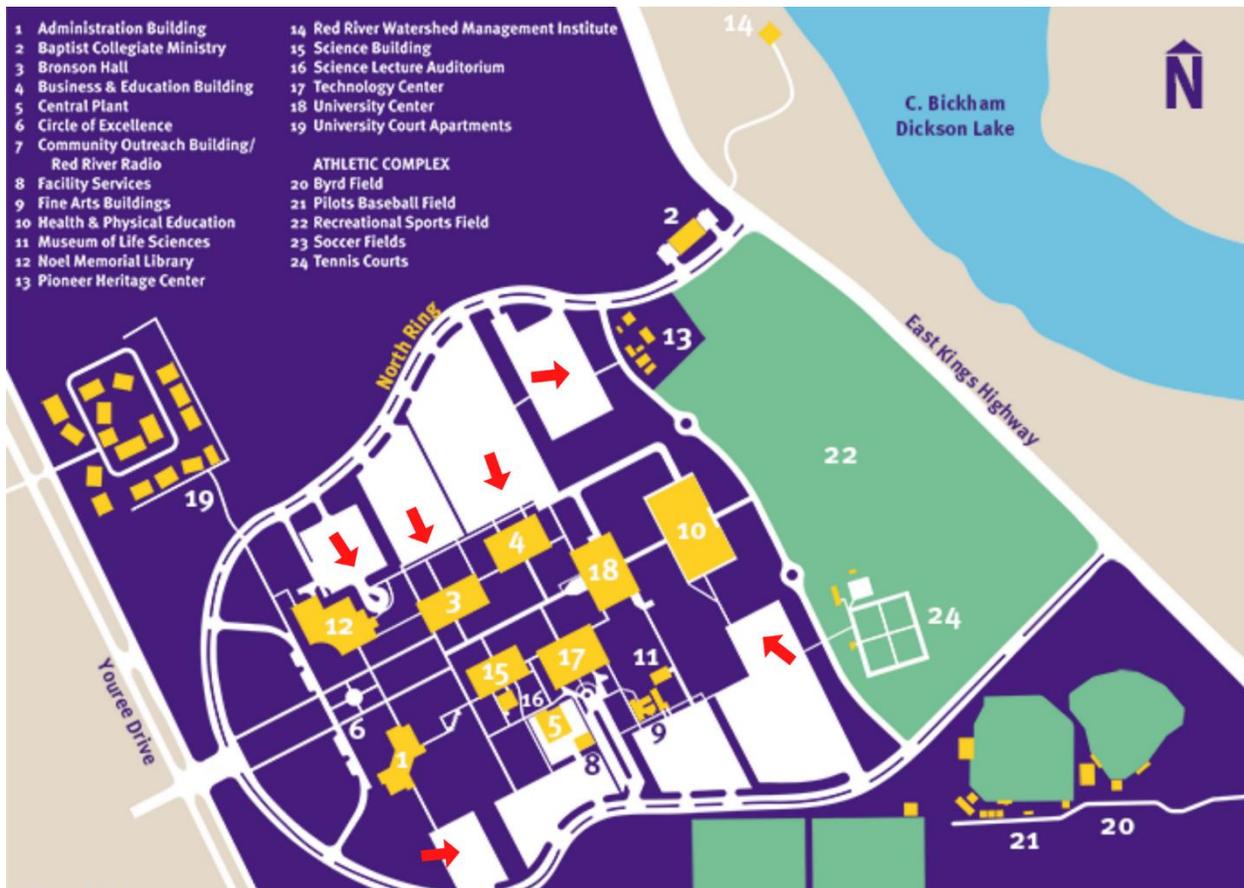
Building Evacuation Procedures

- Familiarize yourself with evacuation procedures for the building; locate the nearest exits and fire extinguishers.
- If you live on campus, set up a meeting place with housemates or fellow tenants.
- Participate in all drills when you hear the alarms ring in a university building, or when you receive a *RAVE Alert* titled “Drill”.
- In the event of a fire, stay low and exit the building quickly and safely. Also, try to avoid breathing in as much smoke as possible.
- Grab your shoes and possibly a jacket.
- Never use elevators – always use the stairs.
- Help others evacuate – knock on doors or check bathrooms as you leave the building and help those with a physical disability evacuate the building. Those with disabilities should go to the nearest stairwell on their floor. If a student is confined to a wheelchair, immediately call 911!
- Sadly, be alert for suspicious activity – an alarm may be part of a different crime in progress.
- Call the LSUS PD immediately and explain the situation if the alarm in a building has been set off by accident.
- Immediately report any vandalism or tampering with the alarm.
- Close classroom or office doors upon exiting.
- Do not return into any building until you receive an “all clear” text message or email.

Evacuation Point Locations:

Most designated areas are in the parking lots of the building that they serve or which is closer. However, some buildings have a few alternate locations. Faculty members and Department Chairs should plan to take some form of roll, or headcount, to ensure that everyone from their area safely exited the building.

- Administration Bldg.: The staff parking lot to the south, or the “Circle of Excellence” to the north.
- Bronson Hall: The parking lot to the north.
- Business and Education Bldg.: The parking lot to the north.
- Facility Services and Central Plant: The parking lot to the south nearest to the bus station.
- Health and Physical Education Bldg.: The parking lot to the south.
- Noel Memorial Library: the parking lot to the northwest. This lot has the staff parking spaces in it.
- Science Bldg. and the Science Lecture Auditorium: The parking lot to the south of these buildings, or to the grass area to the southwest.
- Technology Center: the narrow parking lot to the south of the building.
- University Center: The Pioneer Heritage Center parking lot to the north.



Clery Crime Statistics

Figure 1: LSUS Campus Crime Statistics															
	Student Housing			On-Campus			On-Campus Total			Non-Campus			Public Property*		
	2018	2019	2020	2018	2019	2020	2018	2019	2020	2018	2019	2020	2018	2019	2020
Criminal Homicide															
Murder or Non-negligent Manslaughter	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Negligent Manslaughter	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Sex Offenses															
Rape	0	0	2	0	0	0	0	0	2	0	0	1	0	0	0
Fondling	0	0	0	1	1	0	1	1	0	0	0	0	0	0	0
Statutory Rape	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Incest	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Violence Against Women Act															
Domestic Violence	1	0	0	0	0	0	1	0	0	0	0	0	0	0	0
Dating Violence	1	2	0	0	0	0	1	2	0	0	0	0	0	0	0
Stalking	0	0	0	3	6	1	3	6	1	0	0	1	0	0	0
Other FBI Part I Crimes															
Robbery	2	0	0	0	0	0	2	0	0	0	0	0	0	0	0
Aggravated Assault	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Burglary	4	1	5	3	0	0	7	1	5	0	0	0	0	0	0
Motor Vehicle Theft	0	0	0	3	0	0	3	0	0	0	0	0	0	0	0
Arson	0	0	0	2	0	0	2	0	0	0	0	0	0	0	0
Liquor Law Violations															
Alcohol Arrests	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Alcohol Referrals	2	0	3	0	0	0	2	0	3	0	0	0	0	0	0
Drug Law Violations															
Drug Arrests	3	0	0	2	1	0	5	1	0	0	0	0	0	0	0
Drug Referrals	10	3	5	0	0	2	10	3	7	0	0	0	0	0	0
Weapon Law Violations															
Weapon Arrests	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Weapons Referrals	0	0	1	0	0	0	0	0	1	0	0	0	0	0	0
Hate Crimes															
Race	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
National Origin	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Gender Identity	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Religion	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Sexual Orientation	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Ethnicity	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Disability	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Larceny/Theft	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Simple Assault	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Intimidation	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Totals	23	6	16	12	10	3	37	14	19	0	0	2	0	0	0

Notes or Remarks by Calendar Year

2018

- Shreveport PD provided data indicating two (2) Clery Crimes as “On-Campus”. Both of these entries were also handled by LSUS PD with the same attached Clery assignments and, because of this, those two cases were not counted a second time in the overall statistic figure.
- No cases in 2018 had their original Clery Crime classification changed to “unfounded”.
- In February of 2019, an official with the Bureau of Justice Statistics (BJS) help desk contacted the LSUS PD regarding the 2018 statistics. Some of the Clery Crimes reported to various LSU Shreveport Offices, or found within the data provided by the Shreveport PD indicated that these originated and/or occurred at private residences. It was the BJS recommendation to not post that data, since the crime’s originating location could not be classified correctly because they did not fit the geographical definitions.
- For the 2018 statistical year, the LSUS PD received a table from the LSU Shreveport Office of Student Advocacy and Accountability that mentioned three Clery crimes known about and/or investigated by that office.

One, a Sexual Offense - Forcible Fondling, was investigated by the LSUS PD that resulted in the arrest of the suspect. That case was listed in the 2018 statistic year as having occurred on campus.

The second case, an instance of Dating Violence under VAWA, was never reported to the LSUS PD. In addition, the incident took place off campus. This case, after being reported to other LSU Shreveport Officials, was later transferred to the Shreveport Police Department for further investigation. Per the guidance of the BJS, the statistic for this crime could not be counted in the survey since it was away from campus property. BJS also mandates that the survey submitted to them online should match the format as shown in this publication. The notation here of that reported VAWA crime satisfies the BJS’s requirement.

The third and final crime reported to LSU Shreveport Officials was an instance of Stalking in the VAWA section. The report was not originally made to the LSUS PD, but a brief investigation determined that the suspect was in Texas. The suspect was also there when they created the behavior that was best defined under stalking. Again, as per the guidance of the BJS, the crime could not be properly classified within their datasets, so this reported crime is best notated here and not within the 2018 table.

2019

- No cases in 2019 had their original Clery Crime classification changed to “unfounded”.
- Using the BJS standards for geography, there were four (4) cases reported to the LSUS PD that could not be classified. Those were:

-One, a case pertaining to Stalking/Cyberstalking had originated from within the Behavioral Intervention Team. The Complainant was in an online program with the suspect and were at their respective homes when the Complainant had received the messages.

-Two, a case dealt with a stalking matter that had occurred both on and off campus. The Clery report articulated the one instance of stalking occurring “on-campus”, but the other instance at home could not be geographically classified and subsequently counted per the BJS guidance.

-Three, a Complainant had informed the LSUS PD that they were a victim of Domestic Violence, but they were at home and away from campus at the time of the incident occurring. Additionally, the Caddo Parish Sheriff’s Office was investigating the matter, and the Complainant was informed of the on-campus resources available.

-Lastly, a case was reported to the LSUS PD about stalking/cyberstalking occurring at their home. The case was subsequently handed over to the Shreveport PD, and the Louisiana State Police. Additionally, both on and off campus resources were also shared with the Complainant. As with the other cases, the Complainants home cannot be classified under the BJS’ geographical definitions.

2018-2019

- The Shreveport PD, when asked, has provided their Clery Crime statistics for each of these years. However, outside of something reported that was obvious to have occurred on the LSU Shreveport campus, the vast majority of the data provided was unusable. Statistics were provided using the nearest street address, and these all corresponded to either businesses or private residences. While it is feasible to believe that some of the statistical entries occurred in a roadway that separates LSU Shreveport and those addresses, the report was not marked as such.
- To view the Shreveport Police Community Crime Map, please click [here](#).
- Requests for statistics were either faxed or emailed to law enforcement agencies having jurisdiction over the hotels used for student athlete travel stays. Those that responded provided no additional crimes to upload.

2020

- The Shreveport Police Department was sent an emailed request for the 2020 data during March of 2021. A second request was made to the same individual in August, and they informed the LSUS PD Chief then that all requests for statistics now had to be sent to the Shreveport City Attorney’s office for review, and subsequent release to LSU Shreveport. At the time of this publication, no statistics were ever received from anyone with the City of Shreveport.
- The individual charged with keeping track of hotel dates and locations regarding LSU Shreveport Athletics travel left the University for other employment and failed to provide these documents to the Athletic Director prior to leaving.

- One sexual assault was reported to the LSUS PD, which occurred approximately 0.75 mile north of campus, and adjacent to Youree Drive. This case was initialized with the LSUS PD and turned over to the Shreveport Police Department. The Survivor was placed with resources and support, both at LSU Shreveport and with the Shreveport Police Department. This case will be indicated in the “Non-Campus” Column.
- The LSUS PD responded to a disturbance at the Pilots Pointe Apartment in December of 2020. At that time, there was no criminal wrong-doing alleged other than a subject failed to leave an apartment unit when asked to. During June of 2021, the reporting party for this call spoke with LSUS PD Officers, where they then stated that they had actually been sexually assaulted. The Survivor was immediately placed in contact with the Shreveport Police Department, and the initial case report was modified to reflect the classification as a sexual assault. This case will be reflected in the “On-Campus Housing” column.
- No other cases were provided to the LSUS PD from other on-campus agencies for the 2020 Calendar Year.
- No cases in 2020 had their original Clery Crime classification changed to “unfounded”.

Clery Crime Definitions

The following crimes are those that the United States Department of Education require colleges and universities to keep statistical data on, and to publish annually. The federal government definitions accompany them along with the corresponding Louisiana State Revised Statute (RS) Code. For further explanation of these on the state level, please click [here](#) to search for any Louisiana Revised Statute Code or Law.

Murder and Non-Negligent Manslaughter - Murder is the willful killing of one human being by another. Non-Negligent Manslaughter would include those that die as a result of a fight, argument, quarrel, assault and those that die during the commission of another crime.

Negligent Manslaughter - Negligent Manslaughter is the killing of another person through gross negligence. In other words, it is simply something that a reasonable and prudent person would not do.

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

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

Burglary - The unlawful entry of a structure to commit a felony or a theft. For reporting purposes this definition includes: unlawful entry with intent to commit a larceny or a felony; breaking and entering with intent to commit a larceny; housebreaking; safecracking; and all attempts to commit any of the aforementioned.

Motor Vehicle Theft - The theft, or attempted theft, of a motor vehicle. Motor vehicle thefts are best defined when a person not having lawful access to, but exercises control over, another's automobile. Statistics are also counted for those where the vehicles were later found abandoned, or if the vehicle was used for "joyriding".

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

Sex Offenses

Sex Offenses (Sexual Assault) - Sex Offenses are any sexual act directed against another person, without the consent of the Complainant including instances where the Complainant is incapable of giving consent. Sex Offenses are broken down into two categories:

1. Forcible, or with force:

- Forcible Rape – The penetration, no matter how slight, of the vagina or anus with any body part or object, or oral penetration by a sex organ of another person, without the consent of the Complainant.
- Sodomy – Oral or anal sexual intercourse with another person, forcibly and/or against that person's will or not forcibly or against the person's will (non-consensually) in instances where the Complainant is incapable of giving consent because of age or because of temporary or permanent mental or physical incapacity.
- Sexual Assault with an Object – To use any object or instrument to penetrate, however slightly, the genital or anal opening of the body of another person, forcibly and/or against that person's will or not forcibly or against the person's will (non-consensually) in instances where the Complainant is incapable of giving consent because of age or because of temporary or permanent mental or physical incapacity.
- Fondling – The touching of the private body parts of another person (buttocks, groin, breasts) for the purpose of sexual gratification, forcibly and/or against that person's will (non-consensually) or not forcibly or against the person's will in instances where the Complainant is incapable of giving consent because of age or because of temporary or permanent mental or physical incapacity. Sexual Battery (LA R.S. 14:43.1), even though it is classed as a misdemeanor is included in this section.

2. Non-forcible, or without force:

- Incest – Non-forcible sexual intercourse between persons who are related to each other within the degrees wherein marriage is prohibited by Louisiana law.
- Statutory Rape – Non-forcible sexual intercourse with a person who is under the statutory age of consent of Louisiana.

Violence Against Women Act (VAWA)

Dating Violence - Violence committed by a person who is or has been in a social relationship of a romantic or intimate nature with the Complainant. The existence of such a relationship shall be determined based on the Complainant's statement and with consideration of the length of the

relationship, the type of relationship, and the frequency of interaction between the persons involved in the relationship.

For the purposes of this definition, Dating Violence includes, but is not limited to, sexual or physical abuse or threat of such abuse. Dating Violence does not include acts covered under the definition of Domestic Violence.

Domestic Violence - A felony or misdemeanor crime of violence committed:

- By a current or former spouse or intimate partner of the Complainant;
- By a person with whom the Complainant shares a child in common;
- By a person who is cohabitating with, or has cohabitated with, the Complainant as a spouse or intimate partner;
- By a person similarly situated to a spouse of the Complainant under the domestic or family violence laws of Louisiana; or
- By any other person against an adult or youth who is protected from that person's acts under the domestic abuse or family violence laws of Louisiana. *To categorize an incident as Domestic Violence, the relationship between the parties must be more than people living together as roommates. The people cohabitating must be current or former spouses or have an intimate relationship.

Stalking - Engaging in a course of conduct directed at a specific person that would cause a reasonable person to:

- Fear for the person's safety or the safety of others; or
- Suffer substantial emotional distress.

For the purposes of this definition:

- A. Course of conduct means two or more acts, including, but not limited to, acts in which the stalker directly, indirectly, or through third parties, by any action, method, device, or means, follows, monitors, observes, surveils, threatens, or communicates to or about a person, or interferes with a person's property.
- B. Reasonable person means a reasonable person under similar circumstances and with similar identities to the Complainant.
- C. Substantial emotional distress means significant mental suffering or anguish that may but does not necessarily require medical or other professional treatment or counseling.
- D. Nothing in these definitions will be interpreted in a way that violates the First Amendment rights of any individual.

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

Drug Law Violations: Violations of state and local laws relating to the unlawful possession, sale, use, growing, manufacturing, and making of narcotic drugs. The relevant substances include: opium or

cocaine and their derivatives (morphine, heroin, codeine); marijuana; synthetic narcotics (Demerol, methadone); and dangerous non-narcotic drugs (barbiturates, Benzedrine).

Weapon Law Violations: The violation of laws or ordinances dealing with weapon offenses, regulatory in nature, such as: manufacture, sale, or possession of deadly weapons; carrying deadly weapons, concealed or openly; furnishing deadly weapons to minors; aliens possessing deadly weapons; all attempts to commit any of the aforementioned

Hate or Bias-based Crimes

A hate crime is defined as any crime that manifests evidence that a victim was selected because of his/her actual or perceived race; gender; gender identity; religion; sexual orientation; ethnicity; national origin; or disability. A hate crime is not a separate, distinct crime, but is the commission of a criminal offense which was motivated by the offender's bias.

If the facts of the case indicate that the offender was motivated to commit the offense because of his/her bias against the victim's perceived race; gender; gender identity; religion; sexual orientation; ethnicity; national origin; or disability, the crime is classified as a hate crime. For more information on the definition and classification of hate/bias crimes, see: [FBI Data Collection Manual](#).

Bias is a preformed negative opinion or attitude toward a group of persons based on their race, gender, gender identity, religion, disability, sexual orientation, ethnicity, or national origin. Although there are many possible categories of bias, under Clery, only the following eight categories are reported:

- Race - A preformed negative attitude toward a group of persons who possess common physical characteristics (e.g., color of skin, eyes, and/or hair; facial features, etc.) genetically transmitted by descent and heredity, which distinguish them as a distinct division of humankind (e.g., Asians, blacks, whites).
- Gender - A preformed negative opinion or attitude toward a group of persons because those persons are male or female.
- Gender Identity - A preformed negative opinion or attitude toward a person or group of persons based on their actual or perceived gender identity, e.g., bias against transgender or gender non-conforming individuals.
- Religion - A preformed negative opinion or attitude toward a group of persons who share the same religious beliefs regarding the origin and purpose of the universe and the existence or nonexistence of a supreme being, e.g., Catholics, Jews, Protestants, atheists.
- Sexual Orientation - A preformed negative opinion or attitude toward a person or group of persons based on their actual or perceived sexual orientation.
- Ethnicity - A preformed negative opinion or attitude toward a group of people whose members identify with each other, through a common heritage, often consisting of a common language, common culture (often including a shared religion) and/or ideology that stresses common ancestry. The concept of ethnicity differs from the closely related term race in that "race" refers to grouping based mostly upon biological criteria, while "ethnicity" also encompasses additional cultural factors.
- National Origin - A preformed negative opinion or attitude toward a group of persons of the same race or national origin who share common or similar traits, languages, customs and/or traditions.

- Disability - A preformed negative opinion or attitude toward a group of persons based on their physical or mental impairments/challenges, whether such disability is temporary or permanent, congenital or acquired by heredity, accident, injury, advanced age, or illness.

A hate crime is not a separate, distinct crime, but is the commission of a criminal offense which was motivated by the offender's bias. If the facts of the case indicate that the offender was motivated to commit the offense because of his/her bias against the victim's race, religion, ethnicity, national origin, gender, gender identity, sexual orientation, or disability, the crime is classified as a hate crime.

If a hate crime occurs during an incident involving larceny, simple assault, intimidation or vandalism, Clery requires that the statistic be reported as a hate crime even though these four crime classifications by themselves are not Clery- reportable crimes. These are:

- Larceny or Theft: The unlawful taking, carrying, leading, or riding away of property from the possession or constructive possession of another. (Note: Constructive possession is defined by Black's Law Dictionary, 6th ed. as "where one does not have physical custody or possession, but is in a position to exercise dominion or control over a thing.")
- Simple Assault: An unlawful physical attack by one person upon another where neither the offender displays a weapon, nor the victim suffers obvious severe or aggravated bodily injury involving apparent broken bones, loss of teeth, possible internal injury, severe laceration, or loss of consciousness.
- Intimidation: To unlawfully place another person in reasonable fear of bodily harm through the use of threatening words and/or other conduct, but without displaying a weapon or subjecting the victim to actual physical attack.
- Destruction/Damage/Vandalism of Property (Except "Arson"): To willfully or maliciously destroy, injure, disfigure, or deface any public or private property, real or personal, without the consent of the owner or person having custody or control by cutting, tearing, breaking, marking, painting, drawing, covering with filth, or any other such means as may be specified by local law.

Clery Crimes and their corresponding Louisiana Criminal Codes

Murder

- 1st Degree Murder R.S. Code 14:30
- 2nd Degree Murder R.S. Code 14:30.1

Manslaughter

- Manslaughter R.S. Code 14:31(A)(1)
- Manslaughter (non-negligence) R.S. Code 14:31(A)(2)

Robbery

- Armed Robbery R.S. Code 14:64
- Robbery 1st Degree R.S. Code 14:64.1
- Carjacking R.S. Code 14:64.2
- Robbery 2nd Degree R.S. Code 14:64.4
- Simple Robbery R.S. Code 14:65
- Purse Snatching R.S. Code 14:65.1

Aggravated Assault

- Aggravated Assault R.S. Code 14:37
- Assault by Drive-by Shooting R.S. Code 14:37.1
- Agg. Assault on a Peace Officer w/ Firearm R.S. Code 14:37.2
- Agg. Assault on a Peace Officer w/ Laser R.S. Code 14:37.3
- Aggravated Assault w/ a Firearm R.S. Code 14:37.4
- Agg. Assault on a Utility Worker w/ Firearm R.S. Code 14:37.5
- Agg. Assault on a Peace Officer w/ Motor Veh. R.S. Code 14:37.6
- Domestic Abuse Aggravated Assault R.S. Code 14:37.7

Burglary

- Aggravated Burglary R.S. Code 14:60
- Simple Burglary R.S. Code 14:62
- Simple Burglary of an Inhabited Dwelling R.S. Code 14:62.2
- Unauthorized Entry of an Inhabited Dwelling R.S. Code 14:62.3

Motor Vehicle Theft

- Theft of a Motor Vehicle R.S. Code 14:67.26
- Unauthorized Use of a Motor Vehicle R.S. Code 14:68.4

Arson

- Aggravated Arson R.S. Code 14:51
- Injury by Arson R.S. Code 14:51.1
- Simple Arson R.S. Code 14:52
- Arson with Intent to Defraud R.S. Code 14:53

Sexual Offenses

- 1st Degree Rape (Aggravated Rape) R.S. Code 14:42
- 2nd Degree Rape (Forcible Rape) R.S. Code 14:42.1
- 3rd Degree Rape (Simple Rape) R.S. Code 14:43
- Sexual Battery - Felony R.S. Code 14:43.1
- Sexual Battery – Misdemeanor R.S. Code 14:43.1.1
- 2nd Degree Sexual Battery R.S. Code 14:43.2
- Oral Sexual Battery R.S. Code 14:43.3

VAWA – Domestic Violence

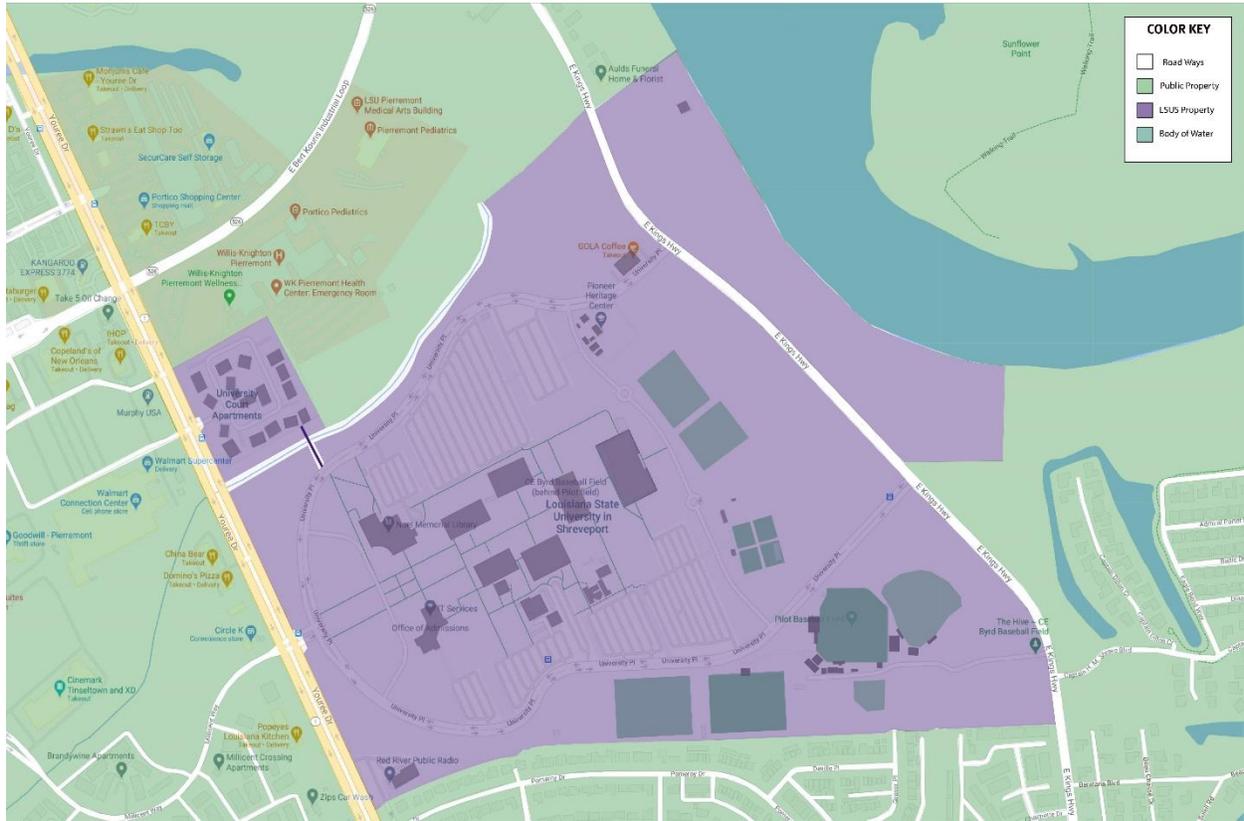
- Battery of a Dating Partner R.S. Code 14:34.9
- Agg. Assault of a Dating Partner R.S. Code 14:34.9.1
- Domestic Abuse Battery R.S. Code 14:35.3
- Domestic Abuse Agg. Assault R.S. Code 14:37.7
- Stalking R.S. Code 14:40.2
- Cyberstalking R.S. Code 14:40.3

Additional State Laws as they pertain to the BoR’s power-based violence mandate

- Definition, Rape R.S. Code 14:41
- Definition, Consent R.S. Code 14:41.1
- Female Genital Mutilation R.S. Code 14:43.4
- Intentional Exposure to HIV R.S. Code 14:43.5
- Human Trafficking R.S. Code 14:46.2
- Prostitution R.S. Code 14:82
- Prostitution, Minors R.S. Code 14:82.1
- Purchasing Commercial Sexual Activities R.S. Code 14:82.2
- Solicitation of Prostitution R.S. Code 14:83
- Inciting of Prostitution R.S. Code 14:83.1
- Promotion of Prostitution R.S. Code 14:83.2
- Prostitution by Massage R.S. Code 14:83.3
- Massage, Sexual Conduct Prohibitions R.S. Code 14:83.4
- Pander for Prostitution R.S. Code 14:84
- Allowing Prostitution on premises R.S. Code 14:85
- Enticing Persons into Prostitution R.S. Code 14:86
- Crimes Against Nature R.S. Code 14:89
- Crimes Against Nature, Aggravated R.S. Code 14:89.1
- Obscenity R.S. Code 14:106
- Video Voyeurism R.S. Code 14:283
- Voyeurism R.S. Code 14:283.1
- Non-consensual disclosure of a Private Image R.S. Code 14:283.2
- Peeping Tom R.S. Code 14:284
- Unlawful Communications R.S. Code 14:285
- Protections from Family Act R.S. Code 46:2121
- Family Violence Definitions R.S. Code 46:2121.1 & 46:2132.2
- Dating Violence Act R.S. Code 46:2151

(This portion is intentionally blank for spacing purposes)

Clery Geographic Categories



All institutions of higher education must report statistics for Clery offenses occurring in areas that meet the definitions below. In essence, the geography to each reported Clery offense can be broken down into three general areas: On Campus (with an additional distinction for campus student housing), On public property within or immediately adjacent to LSU Shreveport, or at other property and buildings not attached to LSU Shreveport, but have control over.

On-campus - Any building or property owned or controlled by an institution within the same reasonably contiguous geographic area and used by the institution in direct support of, or in a manner related to, the institution's educational purposes, including residence halls. Also, this includes any building or property that is within or reasonably contiguous to the area identified, that is owned by an institution but controlled by another person, is frequently used by students, and supports institutional purposes (such as a food or other retail vendor).

- Building(s) include: Administration Building, Science Building, Science Lecture Auditorium, Technology Center, University Center, Health & Physical Education Building, Bronson Hall, Business and Education Building, Noel Memorial Library, Red River Radio/Community Outreach Building, Fine Arts Building, Life Sciences Museum, Pioneer Heritage Center, Baptist Collegiate Ministry, Anderson Red River Watershed Management Institute, and all sports facilities.
- Other areas include: The parking lots to each building, the parking lot and grounds area of the *Pilots Pointe Apartments*, each sidewalk throughout campus, as well as the “Ring” and “Cut Through” roads. These particular roadways are owned and maintained by LSU Shreveport, but are heavily traversed by both LSUS affiliates and the public.

Residential Facilities: Residential facilities are a subset of the locations that are defined under "on-campus." The crime statistics that are reported in this column are also included in the column under "on-campus"; and they are not additional incidents.

- Building(s) included: The individual buildings of the *Pilots Pointe Apartment* (PPA). Since the PPA does not have a parking garage attached to the buildings, the parking lot inside the PPA fence are not included in this category.

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

- Building(s) included: The "Pennzoil Property" in the Cedar Grove Neighborhood and any location used for LSUS study abroad programs. This category would also include the travel of students and student athletes.
- For student athletes, a list of hotels and dates are provided to the LSUS PD. Requests, with the list of Clery crimes are then sent out the law enforcement agency having jurisdiction for that hotel. Any responses would be calculated in this category along with notation made.

Public Property: All public property, including thoroughfares, streets, sidewalks, parking facilities, parks and waterways, that is within the campus, or immediately adjacent to and/or accessible from the campus.

- Areas include: Youree Drive, Millicent Way and East Kings Highway.

Unclassifiable: When Clery crimes are reported to the LSUS PD or other LSU Shreveport Officials that have occurred away from campus that cannot be applied to any of the other options above, they will be classified in this category. These would include crimes or reports that include locations such as someone's private residence or business. If used, these would be notated in the "notes" section near the statistics to offer clarification. The LSUS PD believes that these crimes, even though they cannot be classed according the BJS defined geography, are important to track. By doing so, the LSUS PD can identify and assess potential risks to the overall campus while also making sure that the complainants know where to access other useful resources that are there for them.

Additional LSU Shreveport Definitions (Used during LSUS Title IX Proceedings)

Actual Knowledge - Any reasonable information of Sexual Misconduct, or allegations of Sexual Misconduct, provided to a Title IX Coordinator, Deputy Coordinator, or any other Responsible Employee. Notice would also include personal observation of such conduct by any employee.

Advisor - May be any person the Complainant or Respondent chooses, or appointed by LSUS should the party not select someone. The Advisor's function shall be to support and/or consult with the party during any proceeding or meeting under this policy. The Advisor may, but is not required to, be an attorney. Participation shall be limited as stated herein.

The Advisor may not act as a spokesperson except:

- During a Prehearing Conference or
- During the Hearing when conducting cross-examination of a witness.

Once a party shares the identity and contact email address for their Advisor, that Advisor shall be copied on correspondence from LSUS on the case in accordance with the Procedures section of this policy. A party may change Advisors at any time but must provide notice to the Title IX Campus Coordinator or Title IX Lead Investigator.

Confidential Advisor - Campus designees selected by Title IX Campus Coordinators and trained in accordance with Louisiana law to provide confidential services to students regarding reporting, supportive measures, rights to report to law enforcement and other information under this policy.

Coercion - The use of express or implied threats, intimidation, or physical force placing an individual in fear of immediate harm or physical injury or causes a person to engage in unwelcome sexual activity. Coercion may include administering a drug, intoxicant, or other substance with intent to impair one's ability to consent prior to engaging in sexual activity.

Complainant - An individual who believes that they are the victim of Sexual Misconduct under this policy and notifies the Title IX Coordinator or a Responsible Employee of the incident.

Consent - Clear, knowing and voluntary demonstrated through mutually understandable words or actions clearly indicating willingness to engage in a specific sexual activity and any conditions on the activity. It is active, not passive, and silence, absent actions evidencing permission, is not consent. Responsibility for obtaining consent lies with the individual initiating the sexual activity.

Consent to engage in sexual activity may be withdrawn by any person at any time. Once withdrawal of consent is expressed, the sexual activity must immediately cease. Consent is automatically withdrawn by a person incapable of giving consent. A current or previous consensual intimate relationship between the parties does not itself imply consent or preclude a finding of responsibility.

To give consent, a person must be of legal age. Consent cannot be obtained through Coercion, fraud or from a person who the alleged offender knows or should reasonably know is incapacitated. Use of alcohol or drugs does not diminish the responsibility to obtain consent.

Formal Complaint - A document filed by a Complainant or signed by the Title IX Coordinator alleging Sexual Misconduct against a Respondent and requesting LSUS to investigate the allegation. At the time of filing, a Complainant must be participating in or attempting to participate in the educational program or activity of LSUS.

A Formal Complaint may be filed with the Title IX Coordinator or TIX Campus Coordinator;

- In person,
- By mail,
- By electronic mail,
- By phone, or
- By submission through designated online portals.

A Formal Complaint by a Complainant must include the individual's physical or digital signature or otherwise indicate that the Complainant is the person filing the complaint. When the Title IX Coordinator/Campus Coordinator signs a Formal Complaint, the Coordinator is not a Complainant or otherwise a party and must otherwise comply with duties of the position.

Formal Resolution - A process by which allegations are presented to a Hearing Panel for determination as to whether a Respondent is responsible for a violation of this policy.

Hearing Panel - A body assembled to hear testimony and weigh evidence resulting in a decision regarding responsibility based on the preponderance of the evidence.

Incapacitation - An individual is considered to be incapacitated if, by reason of mental or physical condition, the individual is manifestly unable to make a knowing and deliberate choice to engage in sexual activity. Being drunk or intoxicated can lead to incapacitation; however, drunkenness or intoxication is not necessarily the same as incapacitation. Incapacitation is a state beyond drunkenness or intoxication. Individuals who are asleep, unresponsive or unconscious are incapacitated. Other indicators that an individual may be incapacitated include, but are not limited to, inability to communicate coherently, inability to dress/undress without assistance, inability to walk or stand without assistance, slurred speech, loss of coordination, vomiting, or inability to perform other physical or cognitive tasks without assistance.

Informal Resolution - A process whereby the parties voluntarily work with a professional to reach a mutually agreeable resolution of the complaint without a formal hearing.

Interim Measures - Remedial measures taken to help deescalate and offer a short-term temporary resolution during the pendency of a resolution under this policy.

Non-Consensual Sexual Contact - Any intentional sexual touching or attempted sexual touching, without consent.

Non-Consensual Sexual Intercourse - Having or attempting to have sexual intercourse, cunnilingus, or fellatio without consent. Sexual intercourse is defined as anal or vaginal penetration by a penis, tongue, finger, or other inanimate object.

Notice - A report of Sexual Misconduct made to the LSUS Title IX Campus Coordinator, LSU Title IX Coordinator, Deputy Coordinator or any Responsible Employee.

Respondent - A person reported to have engaged in actions that may constitute Sexual Misconduct.

Responsible Employee - Any employee given the duty of reporting actual notice of incidents of sexual violence or any other misconduct prohibited by this policy. Responsible Employees do not include victims' advocates, mental health counselors, or LSU Ombudsperson.

Retaliation - Any acts or attempted acts against an individual for the purpose of discouraging an individual from exercising a right or privilege under this policy or Title IX. Activities protected from

retaliation include reporting Sexual Misconduct, filing a Formal Complaint, and participation in an investigation, process or Hearing, whether as a party, witness or Advisor.

Prohibited retaliatory acts include, but are not limited to, intimidation, threats, coercion, or discrimination. Complaints alleging retaliation may be filed according to the grievance procedures under this policy.

Sexual Discrimination - Behaviors and actions that deny or limit a person's ability to benefit from, and/or fully participate in the educational programs, activities, and services because of a person's gender or perceived gender.

Sexual Exploitation - Any act attempted or committed by a person for sexual gratification, financial gain, or other advancement through the abuse or exploitation of another person's sexuality. Examples of sexual exploitation include, but are not limited to, non-consensual observation of individuals who are undressed or engaging in sexual acts, non-consensual audio- or videotaping of sexual activity, prostituting another person, human trafficking, allowing others to observe a personal consensual sexual act without the knowledge or consent of all involved parties, and knowingly exposing an individual to a sexually transmitted infection without that individual's knowledge.

Sexual Misconduct - A sexual act or contact of a sexual nature that occurs, regardless of personal relationship, without the consent of the other person(s), or that occurs when the person(s) is unable to give consent or whose consent is coerced or obtained in a fraudulent manner.

For the purpose of this Policy, Sexual Misconduct includes, but is not limited to:

- sexual abuse,
- violence of a sexual nature,
- Sexual Harassment,
- Non-Consensual Sexual Intercourse,
- Sexual Exploitation,
- video voyeurism,
- or the obtaining, posting or disclosure of intimate descriptions, photos, or videos without the express consent or the persons depicted therein, as well as dating violence, domestic violence and stalking, as well as crimes of a sexual nature as defined in Title 14 of the Louisiana Revised Statutes or at La. R.S. 44:51.

Sexually-Oriented Criminal Offense - Any sexual assault offense as defined in La. R.S. 44:51, and any sexual abuse offense as defined in La. R.S. 14:403.

Supportive Measures - Non-disciplinary, non-punitive individualized services offered as appropriate, as reasonably available, and without fee or charge to the Complainant or Respondent regardless of whether a formal complaint has been filed. Such measures are designed to restore or preserve equal access to the education program or activity without unreasonably burdening the other party, including measures designed to protect the safety of all parties or the educational environment, or deter Sexual Misconduct.

Supportive measure may include, but are not limited to;

- Mental of physical health services;
- Academic arrangements or adjustments;

- Modifications of work or class schedules;
- Mutual restrictions on contact between the parties;
- Changes in work, housing or academic locations;
- Leaves of absence; and/or
- Increased security and monitoring of certain areas of campus.

Supportive measures shall remain as confidential to the extent that such confidentiality would not impair the ability to provide the supportive measures. The Title IX Campus Coordinator shall bear responsibility for coordinating the effective implementation of supportive measures.

(This portion is intentionally blank for spacing purposes)

2020 FIRE REPORT

2020 Fire Report

The Campus Fire Safety Right-to-Know Act is an amendment to the Higher Education Opportunity Act. This amendment serves to increase campus fire safety across the nation while also providing students and their families with the fire safety records of colleges and universities. Signed into law August 14th, 2008, the amendment requires these schools to publish fire statistics in much of the same way as the criminal statistics back to the U.S. Department of Education

Additionally, the National Student Loan Program requires all eligible Title IV institutions that maintain an on-campus student housing facility to publish to the campus community an annual fire safety report that details LSU Shreveport's fire safety standards. As stated earlier, this report was combined with the security report to make the Annual Security and Fire Safety Report, or ASFSR. Statistics must indicate the number of reported fires, any related injuries or deaths, and the approximate cost of the property damages associated with each fire.

Basic Fire Safety Tips:

- Learn and familiarize yourself with the nearest emergency exits, stairwells, fire pull stations, and fire extinguishers in relation to your location on campus.
- During a fire, never use an elevator. Always use the stairs.
- If you smell smoke, or if the alarm goes off, you must vacate the building immediately.
- Never store flammable or combustible materials near open flames or heat sources.

- If safe areas are designated to store hazardous, dangerous, or combustible materials or chemicals, these areas should always be locked, display appropriate signage on the door and have restricted access
- Close all hall or stairway doors to slow the spread of a fire. This should include all classroom and office doors as well.
- Do not block hallways or stairwells with furniture or other bulky items as these could slow the evacuation process down.
- Get low to the ground if there is dense smoke. Doing so increases your visibility while lowering the amount of smoke/fumes that you are inhaling.
- Participate in all drills.
- Know how to effectively use a fire extinguisher. Videos are uploaded to popular video sharing webpages that provide visual information on using them. Just remember **P.A.S.S.**

Pull (the pin), Aim (at the base of the fire), Squeeze (the handle) and Sweep (from side to side).

Building Evacuation Procedures:

- Help others evacuate – knock on doors or check bathrooms as you leave the building. Also, plan to help those with a physical disability evacuate the building. Those with disabilities should go to the nearest stairwell on their floor and if a student is confined to a wheelchair, immediately call 911 and share their location.
- If you live on campus, set up a meeting place with housemates or fellow tenants.
- Grab your shoes and possibly a jacket...IF THERE IS TIME. If not, JUST GET OUT!
- Unfortunately, in today's time, be alert for suspicious activity when evacuating – an alarm may be part of a larger crime in progress.
- Do not go back into any building until you received an "all-clear" text message, email from an LSU Shreveport employee.

Problems, or Inadvertent Activation:

- Call the LSUS PD immediately and explain the situation if the alarm in a building has been set off by accident.
- Immediately report any vandalism to, or if someone is tampering with, any fire safety device on campus.

Evacuation Point Locations:

Most designated areas are in the parking lots of the building that they serve or which is closer. However, some buildings have a few alternate locations. Faculty members and Department Chairs should plan to take some form of roll, or headcount, to ensure that everyone from their area safely exited the building.

- Administration Bldg.: The staff parking lot to the south, or the "Circle of Excellence" to the north.
- Bronson Hall: The parking lot to the north.
- Business and Education Bldg.: The parking lot to the north.
- Facility Services and Central Plant: The parking lot to the south nearest to the bus station.

- Health and Physical Education Bldg.: The parking lot to the south.
- Noel Memorial Library: the parking lot to the northwest. This lot has the staff parking spaces in it.
- Science Bldg and the Science Lecture Auditorium: The parking lot to the south of these buildings, or to the grass area to the southwest.
- Technology Center: the narrow parking lot to the south of the building.
- University Center: The Pioneer Heritage Center parking lot to the north.

Fire Life Safety Devices

On Campus

Depending upon which building you find yourself in, you may discover a differing host of devices on hand ranging from pull-stations to sprinklers. LSU Shreveport maintained a contract with “Mid-South Fire Services” to conduct the annual inspections of the sprinklers, alarms, fire extinguishers for each building.

The following areas either have its own independent fire suppression system, or require additional inspections:

- The “Port” dining facility (every 6 months)
- Records Room within the Admissions Office (annually)
- ITS Data Center (annually)

Fire Drills

The LSUS Office of Risk Management (ORM), with the assistance of the LSUS PD, schedules and conducts fire drills on campus at various times throughout the academic year. The drills are conducted at a minimum of once per year, and an accurate listing of dates and times of each drill are kept with ORM office.

All students, faculty, staff, and visitors are reminded that in the event of an alarm, they are to immediately evacuate the building they are in and to not re- enter the building unless granted approval from an LSUS official. Additional fire drills may occur, either scheduled or unscheduled, throughout the year.

Violations and Sanctions

For anyone found violating the general rules relating to fire safety may have to report to the following offices:

- Student Advocacy and Accountability Office (Students)
- Office of Human Resources (Staff and Faculty)
- Shreveport Judicial System (Violating State Law(s), or the Regulations of the State Fire Marshal)

Special Regulations to Consider

Smoking – is banned on all property owned or operated by LSU Shreveport.

Housing – Pilots Pointe Apartments

RISE, the property management company for the *Pilot's Pointe Apartment* or PPA, handles all matters related to Fire Life Safety with some input or assistance from the LSUS PD and the LSUS Facility Services Department. All current and prospective residents are strongly urged to read the entire lease agreement, or visit <https://pilotspointe.com/>

Fire Drills

Fire drills are planned, conducted, and critiqued by RISE and these are done out of the purview of LSU Shreveport officials. Since their acquisition of management on April 1, 2020, they have not conducted a drill and all documentation of when they do hold these will be kept in their facility for any review.

Evacuation Procedure

Residents were sent a “Resident Awareness Addendum” upon signing their lease agreement. That document contained useful tips so that all residents could better recognize potential safety hazards, before they arise. It also encourages residents to pay attention to their nearest exits, location of windows, having emergency preparedness kits, etc.

RISE staff have been equipped with the *RAVE Alert* system, which notifies them of emergencies that affect the PPA Complex. That information will be relayed to all residents within minutes and will also include evacuation instructions. For fires, it is best that residents leave the building and stand across the parking lot and await further instructions.

Equipment

Each apartment has a fire extinguisher mounted to a wall near the kitchen. If they are not mounted, they will be found under the kitchen sink. These extinguishers are inspected annually and are designed to assist with all types of fires. Smoke Detectors are also installed in the main common area and are inspected quarterly by PPA/RISE Maintenance Staff under RISE’s Preventative Maintenance Program. All inspection notes and maintenance forms are filed with RISE in their facility for any review.

The Louisiana State Fire Marshall upholds the fire codes in place, at the time of the building’s construction, as long as there are no major renovations completed in the time period since. Therefore, the apartment complex does not have the following items on hand: Exterior wall mounted fire extinguishers, indoor or outdoor pull stations, building-wide alarm, or sprinklers

RISE Employees will facilitate and keep records of all non-life safety building inspections and maintenance, while the LSU Shreveport Facility Services maintains all records related to fire and life safety.

Banned Items, or activities at the PPA

The following are examples of items or activities that are deemed to be unsafe for the PPA complex. Most are considered as lease violations but, some can be so egregious that they could illicit a fine levied onto the resident by a representative of the Louisiana State Fire Marshal because of Fire Code Violations:

- Smoking anywhere on the property.
- Using or possessing grills and fire pits outside of the designated area. Both items are available for use near the pool area.

- Any open flame within 50 feet of any building.
- Storing any flammable or combustible materials inside any of the units.
- Using space heaters that operate using kerosene or propane fuel sources. Concessions are made for electric heaters if they have the “Tip Over – Shut Off” safety feature.
- Blocking walkways, breezeways, or stairwells with items that may impeded the evacuation of a resident or visitor. This also includes the chaining of bicycles to handrails.
- Using or possessing candles/torches.
- Using open burner cooking devices, electric frying pans, and hot plates.
- Using or possessing halogen or oil lamps.

Fire Code Violations to Note:

- Tampering with, playing with, or damaging (accidentally or with intent) a smoke detector, fire extinguisher, or any other device. This would include the act of removing a battery to stop the “chirp”
- Activating a smoke detector, with intent, for false reasons such as a prank. Penalties are enhanced if an injury occurs during this.
- Improper/Unsafe storage of flammable or combustible materials.
- Failure to evacuate a structure under alarm, or when instructed to do so by a university official. Resident Assistants, and other RISE Employees, are included.

General Statements

- In the event that a smoke detector begins to “chirp”, residents must submit a maintenance request through the “Resident Portal” so that the detector can be serviced immediately.
- Should a smoke detector activate, make sure that your roommates are awake/aware and leave the area as safely as possible. As you leave, please call 911, the On-Duty Resident Assistant, or the LSUS PD to report the alarm and to initiate their responses.
- Be mindful of vehicle traffic in the parking lots. Emergency vehicles will likely be making a speedy response and arrival so; please do not stand in the way of traffic. Move away to safety and await further instructions.

Fire Statistics

2020 Reported Fires at the *Pilots Pointe Apartments (PPA)*

PPA	Date	Time	Cause of Fire	Number of Injuries requiring treatment	Number of deaths	<i>Estimated value of property damage</i>
None Reported	---	---	---	---	---	---

2020 Reported Fires at Other Locations on Campus

	Date	Time	Cause of Fire	Number of Injuries requiring treatment	Number of deaths	<i>Estimated value of property damage</i>
<i>The Port (Dining)</i>	None Reported	---	---	---	---	---
Other On Campus Property	None Reported	---	---	---	---	---

IN CASE OF A FIRE, SOUND THE NEAREST ALARM AND EVACUATE!