



**UT Health Science Center:
ADM0002-H Protocol on Major Disturbances and Violent Crimes - Campus Police**

No./Title: PROTOCOL ON MAJOR DISTURBANCES AND VIOLENT CRIMES	Resp. Office: CAMPUS Police	Effective Date: 02/01/2016
Category: Campus Police	Last Review: 05/22/2020	Next Review: 05/22/2021
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Description

1. Any incident considered to be a major disturbance or violent crime which occurs on campus must be reported immediately to the Campus Police. Examples of violent crimes are as follows: Murder, Rape, Sexual Assault (all types) and Vehicular Homicide. This is mandated by the Jeanne Clery Act that these types of crimes are reported to local law enforcement which is the Memphis Police Department.
2. Campus Police will respond to the reported incident and proceed to protect personnel, property and evidence.
3. The Memphis Police Department will be notified by Campus Police and, upon arrival at the scene, will assume police responsibility.
4. Campus Police notifies:
 - a. Chancellor's Office. The Chancellor and the Executive Vice Chancellor are to be personally informed by the Chief of Police.
 - b. Communications & Marketing Office.
5. The Chancellor or his designee will assure notification of the individual administratively responsible for student services.
6. The Communications & Marketing Office personally will keep the Chancellor and the Executive Vice Chancellor informed.
7. The Communications & Marketing Office will consult with the Chief of Police and develop a media statement to review with the Chancellor. Federal and state law (e.g., Buckley Amendment and Tennessee Public Records Act) pertaining to information will be used to define what material can be included in statements.
8. Internal and external inquiries are referred to the Communications & Marketing Office.

9. The Communications & Marketing Office will release information as is appropriate. It is the responsibility of Communications & Marketing to have the concurrence of the Chancellor prior to the release of information.