



**OFFICE OF THE DIRECTOR  
THE UNIVERSITY OF TEXAS SYSTEM POLICE  
POLICIES AND PROCEDURES MANUAL**



<b>TITLE:</b> <b>COORDINATION OF INFORMATION REGARDING CERTAIN CRIMINAL ACTIVITIES OR INCIDENTS AND NATURAL DISASTERS</b>		
<b>POLICY NUMBER:</b> <b>A-6</b>	<b>EFFECTIVE DATE:</b> <b>08/01/2007</b>	<b>RESCINDS / AMENDS:</b> <b>A-6 (09/01/04)</b>
<b>RELATED LAWS:</b>		<b>RELATED STANDARD(S) / RULE(S):</b>

**I. PURPOSE**

To insure immediate notification to the Office of the Director of Police of major criminal violations or incidents occurring upon the property of U.T. System institutions.

**II. POLICY**

- A. When a serious offense or major incident occurs within a U.T. System institution police department’s jurisdiction, the Chief of Police, or designee, shall immediately notify The Office of the Director of Police. In addition to the notification, the Chief of Police, or designee, shall keep the Office of the Director of Police informed on the progress of the investigation or any further developments concerning the incident. The notification may be accomplished by telephone or e-mail. This will enable the Office of the Director of Police to respond to inquiries from members of the Board of Regents and System Administration concerning the status of certain criminal cases or major incidents and to offer assistance in the investigative process.
  
- B. The Office of the Director of Police shall be notified immediately should one of the following events occur:
  - 1. Homicide;
  - 2. Sexual assault;
  - 3. Robbery;
  - 4. Aggravated assault;
  - 5. Assaults on Public Servants;
  - 6. Breach of Computer Security;
  - 7. Theft or burglary involving a value over \$5,000 (except automobile thefts);
  - 8. Any offense in which a University employee is a suspect;
  - 9. Campus disruption or demonstration;
  - 10. Natural disasters such as a flood, hurricane, or tornado;

11. Any fire resulting in serious injury or property damage;
12. Any report dealing with an officer's use of force;
13. Any report of deaths occurring on the campus; or
14. Any other noteworthy incident involving University personnel.

C. For notification before and after normal working hours, contact the following members of the Office of the Director of Police as follows:

1. John T. Slettebo, Director of Police  
Home Telephone: (512) 836-7225  
Cell Phone: (512) 217-0663
2. Mike Tacker, Assistant Director of Police  
Home Telephone: (512) 721-5503  
Cell Phone: (512) 983-4044
3. Tex B. Martin, Inspector  
Home and Cell Telephone: (512) 921-0046
4. Mike Weathersbee, Inspector  
Home Telephone: (512) 258-9436  
Cell Phone: (512) 964-5201

*John T. Slettebo*

John T. Slettebo  
Director of Police

REVIEWED BY OFFICE OF GENERAL COUNSEL:

*Helen Bright*

Helen Bright  
Managing Attorney

APPROVED:

*Tonya Brown*

Tonya Brown  
Vice Chancellor for Administration