

STANDARD ADMINISTRATIVE PROCEDURE

34.06.01.M0.01 Purposes and Services of the University Police Department

Approved October 28, 1997

Revised January 25, 2011

Revised February 12, 2016

Next scheduled review: February 12, 2021

Standard Administrative Procedure Statement

The University Police Department is responsible for the protection of persons and property at Texas A&M University and enforcement of the laws of the State of Texas and the Rules and Regulations of Texas A&M University as promulgated by the Texas Education Code.

Procedures

1. AUTHORIZATION FOR LAW ENFORCEMENT

The Board of Regents of The Texas A&M University System is authorized by the Texas Education Code to employ and commission campus peace officers.

2. MISSION

The mission of the University Police Department is to provide a safe and secure environment through education, the cooperative spirit of all university community members and the enforcement of laws and regulations.

3. JURISDICTION

University Police Department peace officers shall normally confine their duties as peace officers to activities within the boundaries of the property owned, leased or otherwise controlled by Texas A&M University but, nonetheless, shall have primary jurisdiction in any county in which the property is located.

4. NATURE OF SERVICES

4.1 Commissioned peace officers provide law enforcement services to all components of Texas A&M University including the academic campus and a variety of satellite facilities throughout Brazos County 24 hours a day, year round. The department maintains a fully staffed Investigations Division, a Crime Prevention Unit, a Recruiting Unit, a Training Division, Records Division, Communications Division, Evidence Technician, and an Emergency Communications Center. Non-

commissioned security officers provide regular security checks of buildings on campus.

4.2 The safety and security of our students, faculty, staff and visitors is our highest concern. The members of the University Police Department are committed to providing the necessary services to promote a safe and secure environment through, but not limited to the following:

- (1) Protect life and property and preserve order on campus through the enforcement of laws and university rules
- (2) Patrol designated areas in a vehicle, on foot, or on a bicycle to prevent and discover the commission of crimes
- (3) Respond to and investigate all criminal activities on campus
- (4) Respond to complaints and inquires; reports of suspicious activity; campus to fire, gas, intrusion, holdup and panic alarms; and 911 and Emergency Blue-Light Telephone calls
- (5) Conduct accident investigations
- (6) Administer first aid at the scene of a crime or accident and summon emergency medical services
- (7) Provide Police and/or Security services at special events held on campus
- (8) Conduct and participate in crime prevention presentations or training for students, staff, faculty and community organizations
- (9) Escort and provide dignitary protection to special guests of the university
- (10) Assist other local law enforcement agencies when requested; and assist other law enforcement agencies with major investigations involving potential interest of Texas A&M University

4.3 Security Services, Personnel, and Equipment. All University departments are required to consult with the University Police Department before contracting additional outside security services, personnel, or equipment so that federally required campus security training can be provided in accordance with the Clery Act. This Department also can provide customized security services to those departments on campus that require extra security for a fee.

4.4 Request for officers at Special Events:

- (1) Requests for police or security service for a special event should be submitted no less than 2 weeks prior to the event date.
- (2) A minimum charge of 3 hours per requested officer(s) will be assessed for each event.
- (3) A minimum of 24 hours notice is required for cancellation of the request for police services. If cancellation is not received or is received less than 24 hours before the scheduled time of the event, then the requesting department or group will be billed for minimum charge per requested officer(s).
- (4) The Texas A&M University Police Department will be responsible for assessing the proper number of officers needed based on factors such as crowd size, type of event, location, etc.
- (5) Additional terms and conditions as well as current rate fees are accessible on the department webpage (upd.tamu.edu).

Related Policies, Regulations or Rules

Supplements [System Policy 34.06](#) and [System Regulation 34.06.01](#)

Contact Office

OFFICE OF RESPONSIBILITY: [University Police Department](#)