

## **UAM OPERATING PROCEDURE 276.1**

### **SEX OFFENDER NOTIFICATION REGARDING THE CAMPUS COMMUNITY; RESIDENTIAL RESTRICTIONS FOR REGISTERED SEX OFFENDERS**

#### **Goal**

The goal of this policy is to provide timely and appropriate notification, in compliance with state and federal legislation, regarding sex offenders on the campuses at the University of Arkansas at Monticello. Specific details of any notification will be determined on a case-by-case basis as described below. In addition, this policy is designed to implement residential restrictions placed on registered sex offenders pursuant to state law.

#### **Authority**

The Campus Sex Crimes Prevention Act (section 1601) {(42 U.S.C., 1407j and 20 U.S.C, 1092(f) (1) (I)} is a federal law enacted on October 28, 2000. This law provides for the tracking of convicted sex offenders enrolled at or employed by institutions of higher education. This act requires sex offenders who are required by law to register in a state, to also provide notice of each institution of higher education in that state where the person is employed or is a student. This law also requires that institutions of higher education issue a statement advising the campus community of the availability of this information. Further, Ark. Code Ann. 12-19-913(b) provides that "local law enforcement agencies having jurisdiction shall disclose, in accordance with guidelines promulgated by the Arkansas Sex Offenders Assessment Committee, relevant and necessary information regarding offenders to the public when the disclosure of such information is necessary for public protection." Finally, effective September 1, 2003, Arkansas Act 330 of 2003, codified at Ark. Code Ann. 12-12-913 (j)-(k), provides that certain information regarding particular categories of offenders shall be public, and that such information shall be provided on the State of Arkansas home page by the Arkansas Crime Information Center (ACIC) by January 1, 2004.

#### **Housing Procedures**

UAM University Police shall notify the Dean of Students whenever it has received notice of any student who has been designated a Level 3 or Level 4 offender. In compliance with state law, any such offender shall be required to vacate any University-affiliated housing immediately, including all residence halls and fraternities and sororities. Furthermore, the University reserves the right to exclude any student from residing in, or having access to, University-affiliated housing who is required to register as a sex offender, regardless of the level of offense.

#### **Notification Procedures**

The UAM University Police shall have primary responsibility for preparing and carrying out a notification plan that is appropriate with regard to specific registered sex offenders enrolled in, attending or employed by the University of Arkansas at Monticello. In order to assist the UAM University Police in applying the state guidelines to the University setting, the Vice Chancellor of Student Engagement will convene a standing Sex Offender Community Notification Committee. The Vice Chancellor will convene the committee when necessary. This committee

shall be representative of appropriate University components involved in student and/or employee matters.

This committee will include, but is not limited to, the following personnel:

- ◆ Vice Chancellor for Student Engagement
- ◆ Dean of Students
- ◆ Associate Vice Chancellor for Academic Affairs
- ◆ Associate Vice Chancellor for Business Affairs
- ◆ University Police Chief
- ◆ Director of Counseling Services
- ◆ Director of Residence Life
- ◆ Student Health Nurse
- ◆ One member-at-large from the McGehee Campus
- ◆ One member-at-large from the Crossett Campus

A quorum must be present at any committee meeting to initiate any notification plan for an offender. A quorum shall consist of 6 committee members.

The University Police Chief shall be the University contact with any local law enforcement agency regarding sex offender notification.

The University of Arkansas Office of General Counsel will serve as legal advisor to the Committee.

The purpose of this committee shall be to advise University Police in developing general guidelines and practices concerning notification procedures and in determining the extent and method of notification that may be appropriate with regard to specific offenders in compliance with state and federal law and consistent with the educational mission of the University.

A written summary of campus guidelines and the notification plan implemented for each offender will be maintained in the University Police Department. Determinations regarding notification will be made by the UAM Sex Offender Community Notification Committee on a case-by-case basis and shall be guided by the offenders' risk assessment level and the General Counsel Office in accordance with guidelines established by the Arkansas Sex Offenders Assessment Committee. The notification plan will include:

1. A Community notification plan for each offender;
2. A sex offender notification letter for each offender;
3. A notification sheet for each offender;
4. A list of who participated in preparation of each notification plan,
5. The signed approval of the Director of University Police for each notification plan;
6. The date each notification plan was made; and
7. The dates the notification plan was disseminated.

When the risk assessment is not available or has not yet been completed, a review of all available

information will occur, which may include consultation with an appropriate professional. Notification may be made on the basis of the available information pending the assignment of a risk assessment level by state officials.

Finally, the identity of a victim of a sexually based offense will be protected and guarded.

*Revised: January 27, 2020*  
*September 8, 2017*

## COMMUNITY NOTIFICATION PLAN

UAM has received official notification that \_\_\_\_\_ is classified as a  
*(Name of offender)*  
Level \_\_\_\_\_ Risk Sex Offender. He/she is required by law to register as a sex offender  
*(1, 2, 3, or 4)*  
with the University of Arkansas at Monticello. \_\_\_\_\_ is currently  
*(Name of offender)*  
\_\_\_\_\_ at the University of Arkansas at Monticello.  
*(enrolled or employed)*

In accordance with state and federal law, and with input from the Community Sex Offender Notification Committee, the UAM University Police will implement the following community notification plan.

**Action:**

\_\_\_\_\_ will be contacted to verify his/her identity and Level \_\_\_\_\_  
*(Name of offender)* *(1, 2, 3, or 4)*  
classification. A photograph will be taken to use on the notification form.

The UAM Community Notification Committee convened on \_\_\_\_\_ to discuss and  
*(date of meeting)*  
implement the notification plan.

The following personnel participated in the preparation of the plan: (individual signatures below)

_____	_____
_____	_____
_____	_____
_____	_____
_____	_____

The Sex Offender Notification Form will be delivered and explained by UAM University Police to the following people or groups: (attach a separate page if necessary)

_____	_____
_____	_____
_____	_____



**SEX OFFENDER NOTIFICATION LETTER**  
UNIVERSITY OF ARKANSAS AT MONTICELLO UNIVERSITY POLICE  
284 UNIVERSITY DRIVE, MONTICELLO, AR 71656  
(870) 460-1083

The University of Arkansas at Monticello University Police is releasing the attached information pursuant to Arkansas Code Annotated 12-12-901-920 and 12-12-1301-1303 and guidelines promulgated by the Arkansas Sex Offender Assessment Committee to implement the requirements of the law.

The individual who appears on the attached Notification Sheet has been convicted of an offense that requires registration with the Arkansas Crime Information Center. This individual is not wanted by law enforcement at this time. No action on your part is required other than the type of alertness and caution that increases the safety of individuals, families, neighborhoods, and communities. Should you observe suspicious behavior on the part of this individual, do not take action on your own, but immediately notify law enforcement. You may not share this information with others, except those who have a need to know (other adult members of your family, if this is a family notification, coworkers in a position to prevent harm, if this is an agency notification).

This notification is not intended to cause alarm. Nor may you use this information to intimidate or harass the person identified. Harassment of any individual is against the law.

If you feel you need further information about the dynamics of sex offenses, you may contact the Arkansas Commission on Child Abuse, Rape and Domestic Violence, 4301 West Markham, Box 606, Little Rock, Arkansas 72205.

**SEX OFFENDER NOTIFICATION SHEET**  
**UNIVERSITY OF ARKANSAS AT MONTICELLO UNIVERSITY POLICE**  
**284 UNIVERSITY DRIVE, MONTICELLO, AR 71656**  
**(870) 460-1083**

NAME:		ALIASES:	
RACE:		HAIR COLOR:	EYE COLOR:
AGE:	HEIGHT:	WEIGHT:	
SCARS, MARKS OR TATTOOS:			
UAM AFFILIATION:			
RISK LEVEL:			

This notification is not intended to cause alarm. The individual identified on this sheet is not wanted by law enforcement at this time. Should you observe suspicious behavior on the part of this individual, please notify law enforcement immediately.