

## OTHER SERVICES

### Mays Center for Experiential Learning and Community Engagement

Science and Technology Building, Suite 111 | (210)784-1356 | [mays@tamusa.edu](mailto:mays@tamusa.edu) | <http://www.tamusa.edu/mays> (<http://www.tamusa.edu/mays/>)

The Mays Center for Experiential Learning and Community Engagement (Mays Center) provides enhanced learning opportunities and access to resources and relationships in order to develop students into career-ready and community-minded graduates. Programs and services provided by the Mays Center include:

#### Career Services

Career Services works directly with students, faculty, staff, and other leaders on campus to assess students' unique needs and to plan innovative and creative strategies to offer 'best practice' services and programs to current Jaguars and Alumni. This area also works with many employers from various industries and from all across the nation who are interested in recruiting college-level talent. The intention is to be a connection point for both students and for employers. Career Services provides individual and group career advisement, professional correspondence services (resume building, cover letter writing, and application troubleshooting), career-driven workshops, career fairs, on-campus interview opportunities, and the interpretation of career assessments. This department also offers a general (and student employee-based) HIRED! Program that centers on career competences, nationally identified skills employers say are key to being hired in today's workforce.

#### Career Closet

The Career Closet is a resource for current students who are in need of a professional outfit, whether they are attending a career fair, job interview, or other professional event. As a student, one may come in the closet and pick out one outfit to keep. We do carry the following items: suits, shirts, pants, skirts, jackets, and ties. This closet is available year round, and we work to accommodate our students and their needs to make a strong professional impression.

#### Civic Engagement

Civic Engagement is working to make a difference in the civic life of our communities and developing the combination of knowledge, skills, values, and motivation to make that difference. The Mays Center supports students through educational programming that encourages community engagement.

#### Community Service

Community Service is one of the avenues where students can gain experience in their major or an area of interest. The Mays Center staff assists student organizations as well as individual students to coordinate community service opportunities. Students are encouraged to document all civic engagement, community service, and service-learning hours in GivePulse, an online system accessible via JagWire.

#### Experience Transcript

The A&M-SA Experience Transcript is a record of a student's involvement in learning experiences developing their marketable skills. Experiences recorded on the transcript will be listed under one of eight categories,

including leadership experiences, internships, service, and other key areas. Students are able to request a copy of their own personal Experience Transcript via JagSync.

#### Externships

An externship is a short-term educational experience in a professional working environment that provides students with practical experiences in their field of study. The Mays Center coordinates several externship opportunities each year, across a variety of disciplines, often in direct collaboration with academic programs.

#### Financial Literacy

The Mays Center is home to the Financial Literacy Fellows, a peer-led mentorship program in which upper-level business and accounting students offer in-class and extra-curricular presentations and workshops on a variety of financial topics including savings, budgeting, credit, and retirement.

#### General's Store

General's Store is an on-campus food pantry that serves members of the university community that are experiencing food insecurity. The General's Store also provides community service and experiential learning opportunities for students. For more information, email [foodpantry@tamusa.edu](mailto:foodpantry@tamusa.edu) or visit <http://www.tamusa.edu/mays/generals-store> (<http://www.tamusa.edu/mays/generals-store/>).

#### HIRED! Student Employee Professional Development Program

The HIRED! program is an engaging professional development series for current A&M-SA student employees. The ultimate goal of this program to assist students in enhancing skills and becoming career-ready throughout the year. These trainings are conducted to enhance their skill sets, knowledge base, and leadership potential so they can excel in their current positions as well as within their future career! All on-campus student employees are eligible to join the HIRED! program.

#### Internships

Internships are a form of experiential learning that integrate knowledge and theory learned in the classroom with practical application and skills developed in a professional setting; typically internships are for a semester period or longer. Students are also encouraged to search for internship opportunities in Handshake, our online jobs portal.

#### Service-Learning

Service-learning is a teaching and learning strategy that integrates meaningful community service with instruction and reflection to enrich the learning experience, teach civic responsibility, and strengthen communities through volunteer service. Many courses at A&M-SA have a service-learning component supported by the Mays Center.

### Office of University Compliance

Central Academic Building, 439N | (210)784-2003

The Office of University Compliance contributes to the mission of Texas A&M University-San Antonio by fostering a culture of ethical conduct and integrity in all areas of operation. The Office promotes communication across the University's many divisions and departments, provides education, training, and resources to the University community, and facilitates compliance with the many laws, regulations, and policies that apply to institutions of higher education in the State of Texas. University Compliance is responsible for, among other things, helping to develop and

maintain University-wide rules and procedures, receiving and reviewing ethics complaints, and responding to requests for public information..

### “Do The Right Thing”

If you have information that fraudulent, wasteful or abusive activities involving any A&M System member, employee, student, or other affiliate may be occurring, Texas A&M University-San Antonio wants you to report it. Examples of reportable issues include fraud, theft, or misuse of A&M System resources or information; violations of safety rules or environmental laws; conflicts of interest; and inappropriate conduct, harassment or discrimination.

We encourage you to report such issues through the Risk, Fraud, & Misconduct Hotline (<https://secure.ethicspoint.com/domain/media/en/gui/19681/>), a telephone and web-based reporting system from EthicsPoint that provides a way to anonymously report suspected fraud, waste and abuse. Reports for Texas A&M University-San Antonio can be filed online (<https://secure.ethicspoint.com/domain/media/en/gui/19681/>), by phone at 1-888-501-3850, or by selecting “file a report” at the top of the [www.ethicspoint.com](http://www.ethicspoint.com/) (<http://www.ethicspoint.com/>) reporting page. The hotline is independently operated and available 24 hours a day, 7 days a week. Once submitted, Hotline reports will be routed to the TAMU System Compliance office then forwarded to the appropriate institution or agency official for action.

## A&M-SA Police Department

Senator Frank L. Madla Building, Room 120 | (210)784-1900

The A&M-SA Police Department is committed to providing proactive, progressive, and professional law enforcement services to the students, staff, faculty and guests of the University 24 hours a day, 7 days a week. The A&M-SA Police Department also is charged with protecting University property, preserving the peace and maintaining civil order on campus while enforcing all federal, state and local laws as well as university rules and regulations. The A&M-SA Police Department also provides law enforcement and security services for all buildings on the main campus. Call the A&M-SA Police Department to report crimes or request assistance. In case of emergency on campus call 911 from any campus phone, call (210)784-1911 from any outside phone or use the SafeZone App. Non-emergency calls and calls for assistance should be directed to extension 1900 or (210)784-1900. Office of Victim Services and Crime Prevention can be contacted at (210)784-1906.

Types of assistance provided include:

- Escorting persons to cars at any time when safety is a concern within campus boundaries
- Unlocking vehicles when keys are locked inside
- Patrol bys when working/studying late
- Afterhours access to buildings
- Managing campus Lost and Found
- Providing “boosts” for dead vehicle batteries
- Publishing crime statistics
- Providing a Daily Crime Log
- Issuing Timely Warnings and Emergency Notifications
- Provide CRASE (Civilian Response to Active Shooter Events)
- Provide Safety Begins With You to faculty, staff and students.
- Domestic violence, dating violence, sexual assault, and stalking awareness and prevention
- Bystander Intervention

- Investigate crimes and forward cleared cases to Bexar County District Attorney's Office for prosecution.
- Conduct threat assessments
- Respond to unusual situations such as natural and man-made disasters
- Liaison with and coordinate law enforcement response with local, state, and federal agencies
- Crime prevention presentations, tables, events and security surveys

The A&M-SA Police Department is the agency responsible for law enforcement, security, and emergency response on the campus. A system of card-reader-controlled doors, emergency telephones and intercoms, exterior lighting, a closed-circuit television monitoring system, late-entry doors for access to campus buildings, and police patrols are all part of the campus security program. Security awareness and crime prevention programs are provided to inform students and staff of security measures and devices in place, as well as services available through the A&M-SA Police Department. This information is being provided as part of Texas A&M University –San Antonio's commitment to security and personal safety on its campuses. This document serves as the A&M-SA Police statement required for compliance with The Student Right-To-Know Act and Crime Awareness and Campus Security Act of 1990. A copy of the latest Annual Security and Fire Safety Report and can be found at <https://www.tamusa.edu/about-us/campus-information/safety/university-police-department/documents/annual-security-report.pdf>.

### Personal Safety and Crime Prevention

- Don't dismiss suspicious people or situations.
- If a person is acting suspiciously in the area, call the University Police.
- Don't be in harm's way; avoid dangerous situations.
- Be aware of your surroundings.
- Jogging or bicycling should be done during daylight hours, if at all possible.
- Do not wear headsets when walking or bicycling; they prevent the wearers from hearing their surroundings.
- Always jog facing traffic; this allows easy viewing of persons or vehicles as they approach.
- Avoid out-of-the-way places.
- Check the interior of a vehicle before entering.
- Lock all doors (office, residential hall, lab, and car).
- Keep valuables out of sight (in the office, residential hall, lab, and car).
- Report all crimes and suspicious acts to the police.
- Use common sense – don't become a victim: be a good witness.
- **Prevention is the best protection against crime!**

## Law Enforcement Authority and Interagency Relationships

Texas A&M University – San Antonio police officers are licensed, as are all other police officers of this state, by the Texas Commission on Law Enforcement Officers Standards and Education upon meeting the required minimum standards and completing the basic police officers training course consisting of at least 728 hours of required basic training. Additional proficiency training is provided each officer annually. Officers patrol the campuses on foot, on bicycle, and by vehicle 24 hours a day, 7 days a week, enforcing University rules and regulations and State laws. The A&M-SA Police Department maintains a close working relationship with the San Antonio Police Department, Bexar County Sheriff's Office,

state and federal law enforcement agencies, and all appropriate elements of the criminal justice system. Regular meetings are held both on a formal and informal basis. Crime-related reports and statistics are routinely exchanged.

## False Alarms or Reports

Pursuant to HB 1284 this serves as notice to all enrolled students of Texas Penal Code Sec. 42.06 – False Alarm or Report which states:

1. A person commits an offense if he knowingly initiates, communicates or circulates a report of a present, past, or future bombing, fire, offense, or other emergency that he knows is false or baseless and that would ordinarily:
  - a. cause action by an official or volunteer agency organized to deal with emergencies;
  - b. place a person in fear of imminent serious bodily injury; or
  - c. prevent or interrupt the occupation of a building, room, place of assembly, place to which the public has access, or aircraft, automobile, or other mode of conveyance.
2. An offense under this section is a Class A misdemeanor unless the false report is of an emergency involving a public or private institution of higher education or involving a public primary or secondary school, public communications, public transportation, public water, gas, or power supply or other public service, in which event the offense is a state jail felony.

## JagE Alert

Campus safety is a high priority at Texas A&M University-San Antonio (A&M-SA) as we ensure the safety of all our students, faculty and staff. **JagE Alert** is the A&M-SA comprehensive Emergency Notification System. Through this single site, students and employees can update their emergency contact information, see delivery statistics of previous emergency messages and access additional A&M-SA emergency management.

## SafeZone App

SafeZone is a free mobile app for all University faculty, staff and students. The app connects you directly to the A&M-SA Police Department when there is an emergency on campus, 24 hours a day, seven days a week. Once you activate the app on your phone and request help, your location will be shown on a map for police officers to provide assistance. This call for help will give officers a general location so you must keep an eye out for responding officers when you are in need.

App registration requires the use of your University email. The SafeZone app (<http://r20.rs6.net/tn.jsp?t=uxlgkc8ab.0.0.yhzykslab.0&id=preview&r=3&p=http%3A%2F%2Fwww.safezoneapp.com>) can be downloaded from the App Store (<http://r20.rs6.net/tn.jsp?t=uxlgkc8ab.0.0.yhzykslab.0&id=preview&r=3&p=https%3A%2F%2Fitunes.apple.com%2Fus%2Fapp%2Fsafezone%2Fid533054756%3Fmt%3D8>) or Google Play Store (<http://r20.rs6.net/tn.jsp?t=uxlgkc8ab.0.0.yhzykslab.0&id=preview&r=3&p=https%3A%2F%2Fplay.google.com%2Fstore%2Fapps%2Fdetails%3Fid%3Dcom.criticalarc.safezoneapp%26hl%3Den>).