

### I. Overview

The purpose of this policy is to provide timely and appropriate notification, in compliance with state and federal legislation, regarding registered sex offenders on campus. 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., 14071j and 20U.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, carries on a vocation, 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. § 12-12-913(b) provides that “[l]ocal 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 is relevant and 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.

In addition, Arkansas Act 330 of 2003 makes it unlawful for a Level 3 or Level 4 registered sex offender to reside within 2,000 feet of property on which any public or private elementary or secondary school or daycare facility is located. All University-operated residential facilities on the University campus fall within this restriction.

### II. Practice (if needed)

The Vice Chancellor for Enrollment Management and Student Services 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 UACCB. In order to assist the Vice Chancellor for Enrollment Management and Student Services in applying the state guidelines to the College setting, a standing Community Notification Committee will be convened. The Vice Chancellor for Enrollment Management and Student Services, in collaboration with other appropriate university officials, will convene the committee when necessary.

This committee shall be representative of appropriate College components involved in student and/or employee matters. This committee will include the below listed personnel: Vice Chancellor for Enrollment Management and Student Services, who will serve as chair of the committee, Chancellor, Vice Chancellor for Academic Affairs, and Vice Chancellor for Finance and Administration. The University of Arkansas System Office of the General Counsel will serve as legal advisor to the Committee. The purpose of this committee shall be to advise the Vice Chancellor for Enrollment Management and Student Services 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 College.

A written summary of campus guidelines and the notification plan for each offender will be maintained by the Vice Chancellor for Enrollment Management and Student Services. Determinations regarding notifications will be made by the Vice Chancellor for Enrollment Management and Student Services, in consultation with the Committee and other appropriate campus officials, law enforcement officials,

or treatment specialists on a case-by-case basis and shall be guided by the offender's risk assessment level in accordance with guidelines established by the Arkansas Sex Offenders Assessment Committee. Consistent with state guidelines, the notification plan should include who will be notified, who participated in preparation of the plan, the approval of the Vice Chancellor for Enrollment Management and Student Services, and the date the plan was made. The record should also indicate the dates of notification.

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, and notification may be made on the basis of the available information pending the assignment of a risk assessment level by state officials.

### **III. Clarifying Points (if needed)**

This policy complies with the *Guidelines for the Notification of Sex Offenders* promulgated by the Arkansas Higher Education Coordinating Board.

### **IV. Attachments**

Attachment "A" - Example of a "Sex Offender Community Notification Plan."

**UACCB Operating Procedure****Procedure 225.1****Sex Offender Notification Regarding the Campus Community**Page 3 of 3

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**UNIVERSITY OF ARKANSAS COMMUNITY COLLEGE AT BATESVILLE  
SEX OFFENDER COMMUNITY NOTIFICATION PLAN**

UACCB has received official notification that John Doe is classified as a LEVEL 3 – HIGH RISK Sex Offender. He/she is required by law to register as a Sex Offender with the University of Arkansas Community College at Batesville. Mr. Doe is enrolled for the Fall 2007 semester at UACCB. In accordance with state and federal law, and with input from the Community Notification Committee, UACCB has implemented the following community notification plan.

**ACTION**

- 1/1/2007 – Mr. Doe was contacted to verify his identity and Level 3 classification. A photograph was taken to use on the notification sheet.
- 1/2/2007 – The UACCB Notification Committee convened to discuss the notification procedure.
- 1/3/2007 – The Sex Offender Notification Sheet was delivered to Mr. Doe.
- 1/4/2007 – The Sex Offender Notification Sheet was delivered and explained to:

Independence County Sheriff's Office  
Batesville School District Superintendent

- 1/4/2007 – The Sex Offender Notification Sheet was emailed via the campus email system with explanation to UACCB employees and students.
- 1/5/2007 – The Sex Offender Notification Sheet was placed in the sex offender file with the Vice Chancellor for Enrollment Management and Student Services.
- New notification measures will be appended if Mr. Doe changes his status at UACCB.

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COMMUNITY NOTIFICATION COMMITTEE CHAIR

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DATE

Adopted:           October 12, 2007