



Campus Safety Advisory Committee
Annual Report 2018-2019

**CAMPUS SAFETY ADVISORY COMMITTEE (CSAC)
ANNUAL REPORT 2018-2019**

I. Introduction

Article 129-A of the New York State Education Law mandates specific actions by colleges relating to safety-related issues, including the formation of a campus committee to address specific safety related matters. The following Annual Report serves to report both Alfred State’s efforts in safety-related topics and to serve as a campus self-audit in compliance with New York State Education Law 129-A. In the left hand column of the following tables, the state requirements are provided. The center column indicates the self-assessed level of compliance with the statute requirements. The specific College details, or response, are in the right column.

Section § 6431 (committee composition):

Statute Requirements	Met or Unmet	Details
1. The president or chief administrative officer of each college, except those independent colleges ineligible to receive state aid under section sixty-four hundred one of this title, shall appoint an advisory committee on campus security.	Met	The Campus Safety Advisory Committee (CSAC) is a longstanding committee at Alfred State.
2. Such committee shall consist of a minimum of six members, at least half of whom shall be female; one-third of the committee shall be appointed from a list of students that contains at least twice the number to be appointed which is provided by the largest student governance organization on such campus, one-third thereof shall be appointed from a list of faculty members that contains twice the number to be appointed which is provided by the largest faculty organization on such campus, and one-third of whom shall be selected by the president or chief administrative officer.	Met	See <i>additional details</i> section below for complete committee membership.

Additional Details: 2018-19 Campus Safety Advisory Committee (hereafter “CSAC”) membership:

- Matthew Heller, Chief of University Police (administrative appointee) (M)
- Casey Gross, Associate Dean for Judicial Affairs (administrative appointee) (M)
- Nikkie Hockenberry, Chief Diversity Officer/Title IX Coordinator (administrative appointee) (F)
- Mallory Morehouse, Coord. Orientation & Family Programs (administrative appointee) (F)
- Calista McBride, Chair, English & Humanities Dept. (faculty gov. appointee) (F)
- Danielle Green, Asst. Professor, Business Dept. (faculty gov. appointee) (F)
- Evan Enke, Chair, Computer & Information Technology (faculty gov. appointee) (M)
- Mark Bloxsom, Assistant Professor (faculty gov. appointee) (M)
- Jasmine Larocca, Student (student gov. appointee) (F)
- Katie Lengvarsky, Student (student gov. appointee) (F)
- Peter York, Student (student gov. appointee) (M)
- Calvin Ganthier, Student (student gov. appointee) (M)

Section § 6431 (committee composition, charge):

Statute Requirements	Met or Unmet	Details
<p>3. The committee shall review current campus security policies and procedures and make recommendations for their improvement. It shall specifically review current policies and procedures for:</p> <ul style="list-style-type: none"> a. educating the campus community, including security personnel and those persons who advise or supervise students, about sexual assault, domestic violence and stalking offenses pursuant to section sixty-four hundred thirty-two of this article; b. educating the campus community about personal safety and crime prevention; c. reporting sexual assaults, domestic violence and stalking incidents and assisting victims during investigations; d. referring complaints to appropriate authorities; e. counseling victims; and f. responding to inquiries from concerned persons. 	Met	<p>a: This information is presented at new student workshops (presentation, panel & professional speaker) at Orientation Pt. II (a.k.a. Welcome Week). Residential Services staff, Athletics & University Police receive additional training. All College employees educated through Human Resources <i>We Comply</i> program. Student leaders of clubs, organizations, Greek Life also offered additional training.</p> <p>b-c-d-e: Safety Awareness Brochure produced by CSAC (copy maintained for records). Faculty & staff all participate in Human Resources <i>We Comply</i> training on these topics. University Police complete in-service trainings and are provided crime prevention programs and literature (list of programming and copies of literature retained).</p> <p>f: CSAC inquiries may be directed to hellermd@alfredstate.edu and/or grosscl@alfredstate.edu.</p> <p><i>See also self-audit results on following pages</i></p>
<p>4. The committee shall report, in writing, to the college president or chief administrative officer on its findings and recommendations at least once each academic year, and such report shall be available upon request.</p>	Met	<p>CSAC submits an Annual Report each year to the President. The report is published on the College website and available by request from the Chair(s).</p>
<p>5. Nothing in this section shall be construed to alter, amend, modify or affect existing standards for civil liability.</p>	Met	N/A

Additional Details: Many of the requirements within Section § 6431 are covered in greater detail during self-audit sections deeper within this report. Regarding Section § 6431 (3-a), training is offered for incoming students via Orientation Welcome Week programming. Special workshops are conducted for Residence Directors, Resident Assistants and student leaders based on their roles. Annual Security Report is also an informational resource for the campus community. The *Every Step of the Way* and *Title 129-A General Information* brochures/handouts are produced and distributed by the Center for Equity, Inclusion & Title IX and Orientation staff respectively.

Section § 6430 (hazing, maintenance of order, annual filing):

Statute Requirements	Met or Unmet	Details
<p>1. The trustees or other governing board of every college chartered by the regents or incorporated by special act of the legislature and which maintains a campus, unless otherwise provided, shall adopt written rules for implementing all policies required pursuant to this article and for the maintenance of public order on college campuses and other college property used for educational purposes and provide a program for the enforcement thereof. Such rules shall prohibit, among other things, any action or situation which recklessly or intentionally endangers mental or physical health or involves the forced consumption of liquor or drugs for the purpose of initiation into or affiliation with any organization. Such rules shall govern the conduct of students, faculty and other staff as well as visitors and other licensees and invitees on such campuses and property. The penalties for violations of such rules shall be clearly set forth therein and shall include provisions for the ejection of a violator from such campus and property, in the case of a student or faculty violator his or her suspension, expulsion, or other appropriate disciplinary action, and in the case of an organization which authorizes such conduct, rescinding of permission for that organization to operate on campus property. Such penalties shall be in addition to any penalty pursuant to the penal law or any other law to which a violator or organization may be subject.</p>	Met	<p>Maintenance of Public Order and hazing regulations are included in the Student Code of Conduct in Sections 3.1b and 15, as well as potential consequences for violators. Student Code of Conduct is available online at: www.alfredstate.edu/student-code-of-conduct.</p> <p>The College’s Policies and Procedure manual addresses Hazing (28.0) for faculty and staff.</p> <p>Hazing is also addressed in the pledging regulations for Greek-lettered organizations: http://www.alfredstate.edu/student-life/clubs-and-organizations/greek-life</p> <p>The College observes SUNY’s guidelines for issuing <i>persona non grata</i> letters.</p>
<p>2. A copy of such rules shall be given to all students enrolled in said college and shall be deemed to be part of the by-laws of all organizations operating on said campus which shall review annually such by-laws with individuals affiliated with such organizations.</p>	Met	<p>All students are e-mailed link to Student Code of Conduct by Vice President of Student Affairs (VPSA) at the start of each semester via <i>Student Announce</i>.</p> <p>New students are required to accept and abide by Student Code of Conduct when logging-in to Banner for first time.</p>
<p>3. Each college shall annually file with the department on or before the first day of July a certificate of compliance with the provisions of this article.</p>	Met	<p>Certificate filed by the President, with consultation by the VPSA.</p>
<p>4. If a college fails to file a certificate of compliance pursuant to subdivision three of this section within sixty days of the time required, such college shall not be eligible to receive any state aid or assistance until such certificate of compliance is duly filed.</p>	Met	N/A

<p>5. Each college shall file a copy of all written rules adopted as required in this article with the department on or before the first day of July, two thousand four, and once every ten years thereafter.</p>	<p>Met</p>	<p>Completed 2014</p>
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Section § 6430 (cont.)

Statute Requirements	Met or Unmet	Details
<p>6. Nothing contained in this article shall:</p> <ul style="list-style-type: none"> a. be construed to limit or restrict the freedom of speech and peaceful assembly; or b. Prevent or limit a college from setting forth additional standards of conduct for students. 	<p>Met</p>	<p>N/A</p>

Section §6432 (sexual assault, domestic violence, stalking):

Statute Requirements	Met or Unmet	Details
<p>“Each college shall inform incoming students about <u>sexual assault, domestic violence and stalking prevention</u> measures through programs which may include workshops, seminars, discussion groups, and film presentations, in order to disseminate information, promote discussion, encourage reporting, and facilitate prevention of sexual assault, domestic violence and stalking. Such information shall include, but not be limited to:</p> <p>1. the applicable laws, ordinances, and regulations relating to such offenses;</p>	<p>Met</p>	<p>Required information is provided in both written and presentation form during <i>Welcome Week</i> by the College’s Center for Intercultural Unity.</p> <p>See handout: <i>General information required to be disseminated per NYS Education Law 129-A.</i></p> <p>The Student Code of Conduct contains policies prohibiting such offenses and the consequences for violators, as well as information about reporting & support services.</p> <p>Much of this information is also included in Annual Security Report published by October 1 annually.</p> <p>See also information and resources provided on the Center for Equity, Inclusion & Title IX’s website.</p> <p>See above and <i>Annual Security Report (Clery Report)</i>.</p>
<p>2. the penalties for the commission of a sex offense, a domestic violence incident and a stalking offense;</p>	<p>Met</p>	
<p>3. the procedures in effect at the college for dealing with such offenses;</p>	<p>Met</p>	
<p>4. the availability of counseling and other support services for the victims of such offenses;</p>	<p>Met</p>	
<p>5. the nature of and common circumstances relating to sex offenses, incidents of domestic violence and stalking offenses on college campuses; and</p>	<p>Met</p>	
<p>6. the methods the college employs to advise and to update students about security procedures.</p>	<p>Met</p>	

Section §6433 (campus crime reporting and statistics):

Statute Requirements	Met or Unmet	Details
<p>Each College that receives state aid shall indicate in their <u>campus catalog, student handbook and viewbook how to access the campus crime statistics</u> that are filed annually with the United States Department of Education as required under Title 20 of the U.S. Code Section 1092(f). <u>Every campus catalog, student handbook and viewbook shall state that "The Advisory Committee on Campus Safety will provide upon request all campus crime statistics as reported to the United States Department of Education."</u></p>	Met	<p>Included in <i>College Viewbook</i> (p. 31) & the <i>Catalog and Announcements 2018-19</i> (p. 9). Student Handbook was previously discontinued.</p>
<p>The information in the campus catalog, student handbook and view-book shall include the United States Department of Education's web site address for campus crime statistics and a campus phone number for a designated college campus contact who is authorized to provide such statistics for that college. Whenever an individual requests such campus crime statistics, the college shall provide a hard copy mailed to the individual within ten days of the request and that information will include all of the statistics that the campus is required to ascertain under Title 20 of the U.S. Code Section 1092(f).</p>	Met	<p>The Annual Security Report is published to the College website and its presence is communicated annually via special <i>Student Announce</i> and <i>Announce</i> email listserv messages.</p> <p>During Orientation – meet the experts, listed on UPD slide and presented at resource table.</p>
<p>The president or chief administrative officer of each college shall, working with the advisory committee on campus safety, take steps to inform students and prospective students of the existence of the campus crime statistics on an annual basis and other campus safety policies and procedures of the school.</p>	Met	<p>Information also available by contacting UPD directly (607-587-3999), the Dept. of Education website, and the Alfred State Annual Security Report webpage: http://www.alfredstate.edu/university-police/annual-security-and-fire-safety-report</p>

Section §6434 (violent felony offenses and missing students):

Statute Requirements	Met or Unmet	Details
<p>1. Each college shall adopt and implement a plan providing for the investigation of any violent felony offense occurring at or on the grounds of each such institution, and providing for the investigation of a report of any missing student. Such plans shall provide for the coordination of the investigation of such crimes and reports with local law enforcement agencies. Such plans shall include, but not be limited to, written agreements with appropriate local law enforcement agencies providing for the prompt investigation of such crimes and reports.</p>	Met	<p>University Police has a policy outlining the plan and procedures for missing students that provides for coordinated response and investigation.</p> <p>Up-to-date MOU exists between University Police and the Alfred Police Department.</p>
<p>2. As used in this section, the following terms shall have the following meanings: a. "Local law enforcement agencies" means any agency or</p>	Met	<p>The New York State University Police are a "local law enforcement agency" employing police officers</p>

<p>agencies employing peace officers or police officers for the enforcement of the laws of the state, and which has or have jurisdiction under provisions of the criminal procedure law over offenses occurring at or on the grounds of any institution subject to the provisions of this section.</p> <p>b. "Missing student" means any student of an institution subject to the provisions of this section, who resides in a facility owned or operated by such institution and who is reported to such institution as missing from his or her residence.</p> <p>c. "Violent felony offense" means a violent felony offense as defined in subdivision one of section 70.02 of the penal law.</p>		<p>that have jurisdiction under provisions of the criminal procedure law Section 1.20 (34-s) for offenses occurring on any grounds owned or controlled by the institution. UPD investigates all violent felony offenses occurring on campus and involve external law enforcement agencies to assist when needed. UPD and Alfred University Office of Public Safety have an MOU where information is exchanged between the two departments.</p>
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Section §6435 (appointment of private college security officers):

Statute Requirements	Met or Unmet	Details
<p>Notwithstanding any other provision of law to the contrary, the trustees or other governing board of each independent non-profit college which maintains a campus or other property for educational purposes outside the limits of any city having a population of one million or more and is chartered by the regents or incorporated by special act of the legislature may request that security guards employed by such college be appointed as private college campus security officers by the sheriff of the county in which the college is located pursuant to section six hundred sixty-two of the county law or by the chief law enforcement officer of a city where the college is located, pursuant to section two hundred nine-aa of the general municipal law, as added by chapter six hundred eleven of the laws of nineteen hundred ninety-five. Security guards appointed as such campus security officers may exercise within their geographic area of authority as defined hereinafter any or all of the following powers:</p>	Met	N/A
<p>a. to make a warrantless arrest of a person (i) for any offense when he or she has reasonable cause to believe that such person has committed such offense in his or her presence and (ii) for a crime when he or she has reasonable cause to believe that such person has committed such crime, whether in his or her presence or otherwise, and follow such person in continuous close pursuit into public places beyond the geographic area of authority to make such warrantless arrest; provided, however, that such campus security officers shall comply with the post-arrest procedures set forth in section 140.40 of the criminal</p>	Met	N/A

<p>procedure law and shall not interfere with an ongoing criminal investigation conducted by any police officer;</p> <p>b. to use physical force, other than deadly physical force, upon another person when and to the extent that he or she reasonably believes such to be necessary to effect an arrest pursuant to paragraph a of this subdivision or to prevent the escape from custody of such person and use deadly physical force for such purpose when he or she reasonably believes such to be necessary to defend himself or herself or a third person from what he or she reasonably believes to be the use or imminent use of deadly physical force;</p> <p>c. to carry and utilize a police baton and noxious materials designed and intended for prevention of crime and enforcement of law and order; provided, however, that no such campus security officer shall carry or use such police baton or noxious materials before receiving training in the use thereof. Training in the use of a baton shall include, but not be limited to, the defensive use of the baton and instruction in the legal use of physical force pursuant to article thirty-five of the penal law;</p> <p>d. to temporarily possess stolen property, weapons, appliances and substances described in article two hundred sixty-five of the penal law and article thirty-three of the public health law whenever appropriate for the prevention of crime, preservation of evidence and enforcement of law and order, and as soon thereafter as practicable deliver such stolen property, weapons, appliances and substances to a police officer;</p> <p>e. to issue appearance tickets pursuant to subdivision three of section 150.20 of the criminal procedure law;</p> <p>f. to issue uniform appearance tickets pursuant to article twenty-seven of the parks, recreation and historic preservation law and to issue simplified traffic information pursuant to section 100.25 of the criminal procedure law and section two hundred seven of the vehicle and traffic law;</p> <p>g. to issue a uniform navigation summons and/or complaint pursuant to section nineteen of the navigation law;</p> <p>h. to issue uniform appearance tickets pursuant to article seventy-one of the environmental conservation law; and</p> <p>i. to seize an alcoholic beverage upon observing a person under twenty-one years of age openly in possession of an alcoholic beverage as defined in section three of the alcoholic beverage control law, with intent to consume such beverage in violation of section sixty-five-c of such law.</p>		
<p>2. For purposes of this section, "geographical area of authority" means any real property owned by or under the control of the college by which the security guard is employed and located within the geographic boundaries of the county wherein the appointment was made</p>	<p>Met</p>	<p>N/A</p>

<p>3. To become eligible for appointment as a private college campus security officer a security guard must first successfully complete a course of instruction in public and private law enforcement approved by the municipal police training council, the security guard advisory council, or the department of state or other comparable course offered or recognized by a department or agency of the state of New York as providing appropriate training for the exercise of the powers enumerated in this section. Such training shall also comply with all requirements of article seven-A of the general business law and any regulations promulgated there under.</p>	<p>Met</p>	<p>N/A</p>
<p>4. The duration of the appointment shall be coexistent with the period of employment except as otherwise provided in this section, section six hundred sixty-two of the county law or section two hundred nine-aa of the general municipal law, as added by chapter six hundred eleven of the laws of nineteen hundred ninety-five.</p>	<p>Met</p>	<p>N/A</p>
<p>5. Any independent non-profit college which requests appointment of any of its security guards as a private college campus security officer as provided for in subdivision one of this section shall indemnify and hold harmless, the appointing sheriff, the county in which such sheriff serves, the appointing chief law enforcement officer and the city in which such chief law enforcement officer serves from liability and damages including cost of defense to the extent proximately caused by the intentional or negligent acts or omissions of the college's security guards while acting pursuant to their scope of employment by the college.</p>	<p>Met</p>	<p>N/A</p>
<p>6. A college shall immediately notify the appointing sheriff or chief law enforcement officer whenever a security guard appointed by the college as a private college campus security officer is arrested, suspended from employment, transferred, terminated or disabled so as to be incapable of performing campus security officer duties. Upon receipt of such notice, the sheriff or chief law enforcement officer shall immediately revoke such appointment.</p>	<p>Met</p>	<p>N/A</p>
<p>7. Private college campus security officers appointed in accordance with this section shall not be subject to assignment under section two hundred nine-f of the general municipal law or any mutual aid provisions of law.</p>	<p>Met</p>	<p>N/A</p>

Section §6436 (bias related crime prevention):

Statute Requirements	Met or Unmet	Details
<p>Bias related crime prevention information. Each college shall inform incoming students about bias related crime prevention measures through programs which may include workshops, seminars, discussion groups, and film presentations, in order to disseminate information about bias related crime, promote discussion, encourage reporting of incidents of bias related crime, and facilitate prevention of such incidents. Such information shall include, but not be limited to:</p> <p>1. the applicable laws, ordinances, and regulations on bias related crime, including the provisions and coverage of the hate crimes act of 2000 codified in article four hundred eighty-five of the penal law;</p>	Met	<p>This information is shared in the booklet: <i>General information required to be disseminated per NYS Education Law 129-A</i> which is provided to students at orientation.</p> <p>Students presented with workshops (presentation, panel & professional speaker) at Orientation Pt. II.</p> <p>Students receive e-mail from VPSA that includes link to the Student Code of Conduct which addresses <i>Bias-Related Harassment</i> (§ 11.3).</p>
<p>2. the penalties for commission of bias related crimes;</p>	Met	
<p>3. the procedures in effect at the college for dealing with bias related crime;</p>	Met	<p>Individual special messages are issued by President, VPSA & Chief Diversity Officer regarding reporting procedures.</p>
<p>4. the availability of counseling and other support services for the victims of bias related crime;</p>	Met	
<p>5. the nature of and common circumstances relating to bias related crime on college campuses; and</p>	Met	
<p>6. the methods the college employs to advise and to update students about security procedures.</p>	Met	<p>Resident Assistants are provided additional training in this area.</p> <p>Chief Diversity Officer meets regularly with a group of self-selected resident assistants to provide additional education and receive reports concerning bias-related incidents.</p> <p>Information provided on the Center for Intercultural Unity’s website.</p>

Section §6437 (prohibition on the marketing of credit cards):

Statute Requirements	Met or Unmet	Details
<p>Each college shall prohibit the advertising, marketing, or merchandising of credit cards on college campuses to students, except pursuant to an official college credit card marketing policy. An official college credit card marketing policy may include:</p> <p>1. registration of on-campus credit card marketers;</p>	Met	<p>The College has prohibited marketing since a 5/25/05 memorandum, and since passed a formal policy prohibiting this activity in 2010.</p>

<p>2. limiting credit card marketers to specific dates and specific areas of the campus as designated by the college;</p>	<p>Met</p>	<p>Contained in the policy.</p>
<p>3. prohibiting credit card marketers from offering gifts to a student in exchange for completing a credit card application; and</p>	<p>Met</p>	<p>Contained in the policy.</p>
<p>4. Informing students about good credit management practices through programs which may include workshops, seminars, discussion groups, and film presentations.</p>	<p>Met</p>	<p>Contained in the policy.</p> <p>The Alfred State Financial Planning Chapter offers financial literacy workshops & speakers to students.</p> <p>Financial literacy education also provided by the College's current AmeriCorp Vista fellow.</p>

Campus Safety Advisory Committee

AGENDA

Tuesday, November 6, 2018
1:00 pm

T.G. House Conference Room

Old Business

- Review of 2017-2018 CSAC Annual Report

New Business

- Review members of the Campus Safety Advisory Committee
- Purpose of CSAC (Article 129-A NYS Ed Law)
- Review Sections and make sure sections are assigned appropriately to ensure ownership
- New items?

Next Meeting

- To be determined at meeting

Campus Safety Advisory Committee

AGENDA

Thursday, May 16, 2019
9:00 am

T.G. House Conference Room

Old Business

- Final Review of 2017-18 CSAC Annual Report
- Two Female Students for Members

New Business

- None

Next Meeting

- To be determined at meeting