

# 2015 Annual Security & Fire Safety Report

Statistics for 2012, 2013 & 2014



Issued by New York State University Police at SUNY Oswego  
& SUNY Oswego Dean of Students Office  
*September 2015*

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## THE JEANNE CLERY DISCLOSURE OF CAMPUS SECURITY POLICY AND CAMPUS CRIME STATISTICS ACT

The Jeanne Clery Disclosure of Campus Security Policy and Campus Crime Act (originally known as the Campus Security Act) require colleges and universities to disclose information about crime on and around their campuses. More information about the Clery Act is available at: [clerycenter.org](http://clerycenter.org)

### ANNUAL SECURITY REPORT

[oswego.edu/police/annrep/reports.html](http://oswego.edu/police/annrep/reports.html)

The New York State University Police Department at SUNY Oswego 315-312-5555 is the agency responsible for public safety and the investigation of all alleged crimes and incidents on the SUNY Oswego Campus. New York State University Police are sworn police officers have full arrest and investigative authority for crimes that occur on campus.

As mandated by the Clery Act, colleges must prepare annual reports to the community disseminating crime statistics for specific criminal offenses that occurred in designated geographical locations and categories for the current year and the previous two calendar years to remain in full compliance with the Clery Act. The crime statistics printed in this Annual Security Report (ASR) have been collected, counted, and classified based on incidents reported to University Police by individuals, agencies or campus departments, including the Dean of Students Office, Student Affairs and the Department of Residence Life and Housing. In addition to the above sources of information, University Police has established Memorandums of Understanding (MOU's) with law enforcement agencies bordering our main campus and our Metro Center and Phoenix extensions. The City of Oswego Police Department, the Oswego County Sheriff's Department and the Syracuse Police Department provide statistics to University Police for this report in areas within their jurisdictions that border the SUNY Oswego campus in specifically required crime categories.

These MOU's enable the college to share and receive information from these agencies to facilitate the investigation of alleged criminal offenses, missing persons cases and other incidents involving college community members in those aforementioned jurisdictions. These MOU's are under continual review in satisfaction with the Higher Education Opportunity Act (Public Law 110-315) (HEOA), the New York State Department of Education and the Campus Crime Act.

### WHISTLE-BLOWER PROTECTION AND ANTI-RETALIATION

In accordance with the Higher Education Opportunity Act (Public Law 110-315) enacted into law August 14th, 2008, SUNY Oswego establishes safeguards and protections for "whistle-blowers" by prohibiting any retaliatory action against any individual "with respect to the implementation of any provision" of the Clery Act. Specifically, no "institution, officer, employee or agent participating in any program under this section of the HEOA may retaliate, intimidate, threaten, coerce or otherwise discriminate against any individual with respect to the implementation of any provision of this subsection."

### THE OSWEGO COMMUNITY

SUNY Oswego is a state-assisted comprehensive college located on 690 wooded acres along the shore of Lake Ontario in upstate New York. The campus is directly adjacent to the port city of Oswego, NY, which has a population of approximately 20,000. In addition, classes are offered at the Metro Center, located in downtown Syracuse, NY and the Phoenix Center located in Phoenix, NY. Part-time instruction for SUNY Oswego is also offered at Jefferson Community College in Watertown, NY. SUNY Oswego has an extensive international program with study abroad programs around the world in over 30 countries.

The main campus is located within Oswego County, which is a rural community with a crime rate that is one of the lowest in New York State. However, with over 6,000 full-time and 2,000 part-time students crimes do occur on campus despite our efforts to foster a safe and secure environment. In addition, as a public institution, visitation is not limited to our students or employees. Approximately 8,300 students enroll annually at SUNY Oswego. The 24 Residence Hall facilities provide housing for 4,000 students. The Village Townhouses provide housing for 350 additional students. Many of the remaining students live in local off-campus housing, which is privately owned, or commute from home.

The college underwrites public transportation between on-campus buildings as well as to off-campus locations in the downtown Oswego area. These services are provided jointly by Auxiliary Services and the Student Association. In addition, many taxi services operate in the local area. Direct express shuttles transport commuters to the Marano Campus Center hub. An additional two shuttle routes provide transportation for residents on a no charge basis both on and off campus.

## REPORTING CRIMINAL INCIDENTS AND OTHER EMERGENCIES AT SUNY OSWEGO

University Police encourages all students, faculty, staff and guests to immediately report all criminal offenses and critical incidents, medical and fire emergencies, injuries, vehicular accidents or suspicious activity directly to University Police by calling 315-312-5555. Campus community members are encouraged to put University Police's number into their cell phones. Reports may also be filed by coming directly to the University Police Station located in the lower level of Pathfinder Hall south of Cayuga Hall. The front desk is staffed 24 hours a day, 365 days a year.

### **Designated Campus Security Authorities**

Other departments in addition to University Police such as the Dean of Students Office at 315-312-4887 and Residence Life and Housing at 315-312-2246 can assist with reporting crimes or other incidents and have the authority to take such reports.

These offices also allow victims/reporters to report crime on a voluntary and non-identifying basis if that is the wish of the victim.

In addition, University Police will act in the role of liaison with our campus community members to assist victims in the reporting of crimes or incidents that occurred off campus in other jurisdictions.

The Office of Human Resources at 315-312-2230 can assist community members in reporting instances of bias-related crime and sexual harassment or other forms of workplace violence. Various support and referral services are available through the Employee Assistance Program at 315-312-5546 to assist employees in the workplace.

### **Title IX Coordinator and Title IX Investigators**

In addition to the above Campus Security Authorities and reporting resources, the college provides Title IX/ VAWA violation reporting options via the college Title IX

Coordinator, Lisa Evaneski located in room 405 Culkin Hall, 315-312-5604 (private voicemail).

Reports may be made to the Title IX Coordinator in regards to the allegations of sexual and interpersonal violence, including but not limited to: sex discrimination, sexual assault, sexual harassment, stalking, domestic violence and dating violence.

The Title IX Coordinator or Investigator will then investigate these reports and provide options and a variety of services for victims/survivors of sexual and interpersonal violence violations.

### **The Title IX Investigators for SUNY Oswego include:**

Amy Plotner, Director of Human Resources

Becky Nadzadi, Assistant Dean of Students, Dean of Students Office

Jennifer Knapp, School of Communications Media and the Arts

### **Behavioral Intervention Team (BIT)**

The College has a Behavioral Intervention Team which seeks to monitor behavior of students experiencing psychological de-compensation due to stresses in their academic environment or exhibiting disoriented behavior and respond where referral and/or transport to a hospital for reasons of psychological or emotional distress or disorientation is warranted. Generally, the BIT will assess the nature and pattern of behavior, the level of severity of disruption, a pattern of disruptive occurrences, the imminence of an occurrence of harm, the likelihood of an occurrence of harm, the duration of the risk of harm, and the extent of disruption to College activities. All team deliberations and information related to a student are private to the extent permitted by law. Consultation may occur with officials of the College with a legitimate educational interest or other appropriate parties. The objective of the BIT is to engage the students in managing and ultimately alleviating their distress.

### **Personal Safety Committee**

The Personal Safety Committee (PSC) at SUNY Oswego was established in 1989 in accordance with state law and SUNY policy. It is composed of students, faculty and staff, and it is charged with the review of security policies, especially those related to safety education, the safety of the campus physical environment, the availability of counseling for crime victims and referral and response procedures in the instance of sexual assaults. The PSC reviews campus personal safety policies, procedures and programs and makes recommendations for improvements to the larger campus community. For more information contact the Dean of Students Office at 315-312-4887.



### **Access to Campus Facilities**

Access to campus facilities and grounds is a privilege that is offered to all community members and visitors. SUNY Oswego strives to provide an accessible environment while adhering strictly to protocols and procedures that accompany access for all community members to SUNY Oswego's buildings and grounds.

Each academic building and facility has a building coordinator. All academic buildings are locked after 11pm each evening and access to these areas is restricted. Staff and faculty are issued keys/access cards to their offices and to the front doors of the buildings where they work. Each residence hall has a professional Director. All residence halls are secured 24/7; access is obtained with an authorized identification card through a card access system or pin code in specific buildings. University Police and other key campus employees, through Residence Life and Housing and Facilities, Campus Life and others perform building security tours and lock doors to secure the campus facilities. Employees must report any missing or lost keys/ cards immediately to the Facilities Office at 315-312-3200 or to University Police at 315-312-5555. Students who require access to academic areas after hours may be issued a pass in certain circumstances to work in labs or the Instructional Computing Center but only with the written permission of their instructor. Passes furnished to students for after hours in academic areas must have validity dates and specific locations. All college community members (faculty, staff and students) must carry, and produce upon request of any college official, their college identification card.

The Department of Campus Life at 315-312-2301 coordinates many of the student events on campus in the Marano Campus Center, Hewitt Union as well as in other buildings and facilities. All events scheduled through the Department of Campus Life must meet college regulations regarding access to facilities. Residence Hall entrance protocols are clearly defined in the Resident Student Handbook. All residence hall exterior doors are locked 24/7.

### **Security In Residence Halls**

#### *Keys, Identification Cards, and Entry Codes*

Students are encouraged to keep their keys/access cards with them at all times and are to immediately report lost or stolen keys/access cards to their Residence Hall Director, Department of Residence Life and Housing, 303 Culkin Hall at 315-312-2246 or to University Police, Pathfinder Hall, at 315-312-5555. Do not share your entry code or key with other students and/or guests. Keeping your residence hall door locked at all times, even when you are in the room, increases your personal safety. The Code of Student Rights, Responsibility and Conduct are supplemented by the Regulations and Procedures for Maintaining Public Order on Campuses of the State University of New York. Guests

and visitors who violate the Codes and/or Regulations may be declared persona non grata, and may be denied access to campus grounds and facilities. Those declared persona non grata will be subject to arrest for trespass should they violate the terms or conditions of the persona non grata.

### **WHAT YOU CAN DO TO PROMOTE SAFETY?**

Lock your door at all times.

Do not prop exterior doors open.

Never lend your key or student identification card to anyone.

Keep valuables out of sight.

Be observant of strangers loitering in the halls. Report their presence to University Police at 315-312-5555 or Residence Life and Housing staff immediately.

Do not leave notes announcing no one is in a room.

Report any suspicious behavior.

Have ID ready before reaching the front door.

Report all crimes or suspicious activity to University Police.

Don't drink if you are underage.

Don't drink with people you don't know in isolated areas.

Mark all textbooks, bicycles, and electronic equipment. Call University Police for Operation I. D. program.

**DO NOT TAMPER** with fire safety equipment.

### **Visitors and Guests in Residence Halls**

Entry into SUNY Oswego residence halls is open to all students from 7am to 7pm daily. Beginning at 7pm access is restricted to on-campus residents only. After 11pm building access is limited to residents of the specific building, their guests, and authorized staff members. Visitors and guests should conduct themselves in a manner consistent with the Resident Student Handbook and the Code of Student Rights, Responsibility and Conduct, the policies and procedures as stated herein or as established by units of SUNY Oswego to give guidance to the use of campus grounds, facilities or services. Overnight guests are required to register at the front desk.

## Health and Safety

Once a semester an official health and safety check is conducted prior to the first break period of that semester. Health and safety checks are conducted during break periods. During these health and safety checks staff make note of any items that may pose a threat or risk to the student. Environmental Health and Safety conducts two unannounced fire drills each semester in each hall. New and returning professional staff in Residence Life and Housing receives training each year regarding procedures to follow if keys are misplaced or lost. The staff are also trained on emergency response and reporting procedures in case security on campus is breached. New and returning staff receives training each year regarding workplace violence and blood-borne pathogen response.

In addition, the Environmental Health and Safety Office, located at 110 Lee Hall, 315-312-3157 or 315-312-3150, provides services and training regarding environmental safety, fire safety, occupational safety and administers routine inspections of fire safety equipment in the buildings.

## Routine Service Request

### Submit a Service Request Form

This method is to initiate repair and minor improvement services to components, building and grounds services. Fill out an "iservice work request" form, available online: [iservicedesk.oswego.edu](http://iservicedesk.oswego.edu)

## Urgent Request

### Call 315-312-3200

Urgent is defined as, "any interruption or disruption of access, services, or utilities that will result in either personal injury or property damage; the cancellation or relocation of a scheduled program; or a safety/security breach; or potential damage to campus physical assets". These requests should be phoned to the Maintenance Operations Center at 315-312-3200 between 7am to 4pm; after hours at Central Heating Plant at 315-312-3117.

## Emergency Request

### Call 315-312-5555 University Police

Any personal injury requiring emergency medical treatment or life-threatening situation such as flooding, electrical hazards, or fire should be phoned to University Police at 315-312-5555 (or x5555 from a campus phone) immediately.

## EDUCATIONAL PROGRAMS

The College assists students and employees in creating an environment that supports intellectual, social and personal growth promoting health and safety. These education programs include primary prevention and awareness programs for all incoming students and new employees to promote the awareness of rape, dating violence, domestic violence, sexual assault, and stalking. These education programs include: a statement that these crimes are prohibited at the College; definitions of consent, domestic violence, dating violence, sexual assault, and stalking in the College's jurisdiction; safe and positive bystander intervention when there's a risk of one of those incidents; information on risk reduction to recognize warning signs of abusive behavior and avoiding potential attacks; and information about disciplinary procedures. For the purposes of this document, the term Sexual and Interpersonal Violence includes dating violence, domestic violence, sexual assault, stalking, sex discrimination and sexual harassment.

The various programs and trainings offered by the college/university are described below:

## Awareness Programs

These are community-wide or audience-specific programming, initiatives, and strategies that increase audience knowledge and share information and resources to prevent violence, promote safety, and reduce perpetration. Specifically, at SUNY Oswego, we provide:

- Presentations and skits during new student and family orientation related to sexual and interpersonal violence;
- Presentations to all athletes and coaches during annual compliance meetings regarding sexual and interpersonal violence;
- Training for Services to Aid Families advocates about Title IX and the options and remedies available for victims/survivors;
- Training for hearing officers, Title IX Committee, Residence Life and Housing and University Police related to trauma-informed and victim centered approaches and collaboration of services for victims/survivors;
- Sexual violence prevention/response and bystander intervention training for officers and leaders of registered student organizations, including Greek organizations and club sports;

- Peer Educator training related to sexual and interpersonal violence, including identifying behaviors and reporting. In addition, Peer Educators can also participate in the Services to Aid families Train the Trainer program and present the following topics to our community: sexual assault, domestic violence, dating violence and stalking;
- Information sessions for students and employees sexual and interpersonal violence, including identifying the behaviors and reporting;
- Information tabling in the Marano Campus Center and at events related to sexual and interpersonal violence;
- Bulletin boards, use of social media and programs in the residence halls.

### **Bystander Intervention**

These programs and trainings offer safe and positive options that may be carried out by an individual or individuals to prevent harm or intervene when there is a risk of dating violence, domestic violence, sexual assault, or stalking. They include recognizing situations of potential harm, understanding institutional structures and cultural conditions that facilitate violence, overcoming barriers to intervening, identifying safe and effective intervention options, and taking action to intervene. Specifically, at SUNY Oswego, we use the Step Up! program for Bystander Intervention Training. For more information: [stepupprogram.org](http://stepupprogram.org) and see the [Lifestyles section](#) of this document.

### **Ongoing Prevention and Awareness Campaigns**

These include programming, initiatives, and strategies that are sustained over time and focus on increasing understanding of topics relevant to and skills for addressing dating violence, domestic violence, sexual assault, and stalking, using a range of strategies with audiences throughout the college/university and including information provided in campus education programs. Specifically, at SUNY Oswego, we provide:

It's On Us pledge days at least once a semester:  
[itsonus.org](http://itsonus.org);

T-shirt campaigns such as: Got Consent, End Rape;

SUNY affirmative consent definition posters;

Toilet Talk bathroom reader:  
[lifestylescenter.net/toilet-talk](http://lifestylescenter.net/toilet-talk);

Street Outreach: including sexual and interpersonal violence, identifying the behaviors and how to report;

Emails to students and employees in our community;

Maintain the Title IX website to provide up to date policy and procedures.

### **Primary Prevention Programs**

These include programming, initiatives, and strategies informed by research or assessed for value, effectiveness, or outcome that are intended to stop dating violence, domestic violence, sexual assault, and stalking before they occur through the promotion of positive and healthy behaviors that foster healthy, mutually respectful relationships and sexuality, encourage safe bystander intervention, and seek to change behavior and social norms in healthy and safe directions. The programs are culturally relevant, inclusive of diverse communities and identities, sustainable, responsive to community needs, and informed by research or assessed for value, effectiveness, or outcome. They also consider environmental risk and protective factors as they occur on the individual, relationship, institutional, community, and societal levels. Specifically, at SUNY Oswego we provide:

#### **MyStudentBody® Sexual Violence Component**

All first year and transfer students are required to complete the MyStudentBody® online, web-based health site that promotes healthy behaviors and responsible decision making at the individual and student body level. The Sexual Violence component covers such concepts as identifying an act of sexual violence, bystander intervention and resources for seeking help.

#### **One Love Foundation Escalation Program**

New for academic year 2015-2016. Participants screen a feature film and participate in a workshop discussion group led by a campus facilitator trained by One Love. After the film, the facilitator guides students through a meaningful discussion about relationship violence, the warning signs of an abusive relationship and how this relates to their lives and their campus.

### **Risk Reduction Programs**

These programs present options designed to decrease perpetration and bystander inaction, and to increase empowerment for victims in order to promote safety and to help individuals and communities address conditions that facilitate violence. Specifically, at SUNY Oswego we use R.A.D Rape Aggression Defense (see the [University Police paragraph of the Educational Programs section](#) of this document), One Love Foundation Escalation Program (see description above) and MyStudentBody® Sexual Violence Component (see description above).

The following departments offer additional educational programs related to personal safety and crime prevention, including sexual and interpersonal violence.

### **University Police**

315-312-5555 | [oswego.edu/police](http://oswego.edu/police)

The New York State University Police Department is a state law enforcement agency responsible for the prevention, detection, investigation and arrest authority for the SUNY Oswego campus. UPD officers serve at 28 SUNY colleges across the State of New York. UPD officers adhere to the highest standards of personal and professional ethics. In addition to providing law enforcement and emergency response. The New York State University Police at Oswego has an authorized strength of 21 sworn police officers and 4 full time civilian Communications Officers who have successfully completed all required NY State Department of Criminal Justice Services training standards. University Police officers continue to receive training on a variety of specialized training throughout their careers. Police Officers at SUNY Oswego have been trained in emergency response procedures and first aid. Officers continuously patrol the campus 24 hours a day, 365 days a year employing various tactics of policing including vehicular, foot and bike patrols. The mission of the University Police Department is to provide a safe campus environment and protect the lives and property of our students, employees and visitors. University Police officers provides educational programs on the topics of alcohol, drugs, personal safety, domestic violence, sexual assault prevention, theft prevention, and fire safety. University Police provided 68 such community programs in 2014.

### **R.A.D. (Rape Aggression Defense Systems, Inc.)**

SUNY Oswego University Police has officers that are certified to instruct R.A.D. courses to women in the Oswego community. R.A.D. teaches women basic physical defense tactics as well as prevention and awareness strategies to promote awareness of sexual assault and reduce the instance of sexual assault and sex offenses. Other courses offered by the R.A.D. team of self-defense instructors include:

Advanced R.A.D. (a course that teaches more comprehensive physical self-defense tactics. Basic R.A.D. is a prerequisite for this course);

and Aerosol Defense Employment (a course that instructs on the safe, effective and legal use of pepper spray products).

R.A.D. is a nationally known prevention program that is supported by the International Association of Campus Law Enforcement Administrators (IACLEA). For further information contact University Police at 315-312-5555 and ask for Lt. David Miller to register for the 16 hour class. R.A.D. is also in the college course offerings under PED137 as a one credit course.

### **Residence Life And Housing**

315-312-2246 | [oswego.edu/reslife](http://oswego.edu/reslife)

The overall emphasis of the residential education program is to continue to promote learning outside the classroom and support the academic enterprise. Students living in residence halls will be provided with many significant opportunities to grow and develop in the area of personal safety. Residence Life staff members are responsible for planning and implementing educational programs throughout the academic year. During the academic year, the residence hall staff conduct at least one sexual health and alcohol/drug awareness program per building.

Each student is required to attend a mandatory floor meeting at the beginning of the year. During this floor meeting with their resident assistant, students are encouraged and reminded regarding safety procedures and how to prevent unnecessary access to the building. These tips include reminding students not to grant access to individuals who are not members of the community, the importance of locking their doors while sleeping and whether they are present in the room or not, information about building security protocols that are in place, and the opportunity to participate in programming related to safety crime prevention.

The Office of Fire Prevention educational program is run for two weeks in a row on Mondays, Tuesdays and Wednesdays within the first three weeks of the fall and spring semester on the on-campus television stations. Additionally, the Active Shooter SHOTS FIRED, "When Lightning Strikes" violence prevention program is shown right after each fire safety video.

### **Human Resources**

315-312-2230 | [oswego.edu/hr](http://oswego.edu/hr)

All employees are required to complete annual training in Workplace Violence Prevention, Sexual Harassment Prevention, Domestic Violence in the Workplace and Child Sexual Abuse Reporting Policy. These are offered through an online training system. Each participant is required to complete an online quiz regarding the content of the training material. All participants are tracked to ensure compliance for this training. Follow-up reminder memos are emailed to the participants and Supervisors/ Department Chairs if a person fails to complete the training.



## **Lifestyles Center**

315-312-5648 | [oswego.edu/lifestyles](http://oswego.edu/lifestyles)

The Lifestyles Center, located in the Mary Walker Health Center, develops and maintains a comprehensive and proactive prevention program. The Lifestyles Center presents programs to residence halls, classrooms and student groups on a variety of topics including alcohol and other drugs, violence prevention, sexual health and general wellness. Once per week throughout each semester, Toilet Talk, a bathroom reader, is written, edited and distributed by students regarding the topics above. Student Health 101 purchased each year for first year students (and parents!) is a monthly newsletter that delivers up-to-date information on the health issues that face today's college students.

The Lifestyles Center provides weekly, late-night substance free programs in various locations around campus. Open Mic night is scheduled every Thursday in the Penfield Library Lake Effect Café and is free to all students. The Lifestyles Center collaborates with Auxiliary Services to offer free coffee and discounted food to students who attend. The Lifestyles Center also provides prizes, giveaways and information on various health topics. The Lifestyles Center provides a CD to Residence Life and Housing staff containing programs and bulletin board information for use in the residence halls. In doing this, the Lifestyles Center has ensured that the campus is receiving consistent, updated and correct information about health issues. The program topics and bulletin boards cover the following areas: alcohol, tobacco and other drugs, general wellness, sexual health and violence prevention.

Student Peer Educators reach out to their peers in their own environments (outside residence halls, in the Marano Campus Center, etc.) to have brief, frank conversations about health information and to give away materials containing social norming messages, statistics and health messages. Programs regarding sexual assault and alcohol and other drugs are presented at new student orientation, in residence halls and classrooms and to athletes and include a variety of topics including healthy relationships, predatory drugs, etc. Services to Aid Families and the Lifestyles Center collaborated to present a Train the Trainer program educating Peer Educators on sexual assault information and predatory drug use.

## **Bystander Intervention Program**

The Lifestyles Center coordinates a bystander intervention program. Step UP! is a prosocial behavior and bystander intervention program that educates students to be proactive in helping others. Teaching people about the determinants of prosocial behavior makes them more aware of why they sometimes don't help. As a result they are more likely to help in the future. The goals of Step UP! are to raise awareness of helping behaviors, increase

motivation to help, develop skills and confidence when responding to problems or concerns, and ensure the safety and well-being of self and others. Topics covered under this program include: academics, alcohol and other drug poisoning, anger, depression, discrimination, disordered eating, gambling, hazing, relationship abuse, sexual assault. For more information, contact [shelly.sloan@oswego.edu](mailto:shelly.sloan@oswego.edu).

## **Counseling Services**

315-312-4416 | [oswego.edu/csc](http://oswego.edu/csc)

The Counseling Services Center, located in Mary Walker Health Center, is dedicated to helping students with personal, social, emotional, educational, and vocational concerns. When it is reported during a counseling session that the student has been a victim of a crime, counselors will alert student crime victims to assistance that may be available both on campus and in the surrounding community. Counselors will also inform students about options to report crimes to appropriate authorities on a voluntary and confidential basis for inclusion into the annual disclosure of crime statistics. The college does not have pastoral counselors.

## ALCOHOL AND OTHER DRUG POLICIES

SUNY Oswego prohibits the abuse, unlawful possession and distribution of alcohol and/or the unlawful use, possession, distribution or manufacture of controlled substances, drug paraphernalia and marijuana by students, faculty, staff and guests. All members of the Oswego community have the responsibility to uphold and abide by institutional policies as well as federal, state and local laws with respect to alcohol and other drugs. Both students and employees of the SUNY Oswego community who violate institutional policies and/or federal, state or local laws involving alcohol and/or other drugs, both on and off campus, are subject to criminal and/or civil prosecution. Students may also be subject to campus disciplinary action, which may result in the disclosure of alcohol and other drug violations to parents/guardians for students under the age of 21 who are found in violation of college policies.

### Safety suggestions related to predatory drugs:

Experimenting with alcohol and/or drugs is dangerous and can be fatal.

When attending a social event, including going to the bar, go only with a trusted friend.

Use the buddy system; don't leave the party with a stranger.

Get your own drink.

Have your drink in your possession at all times.

Drinking from a large open container (like a punch bowl or a pitcher) is dangerous.

Be aware of high risk situations. Policies on alcoholic beverages and controlled substances are published annually in the Statement in Support of a Drug-Free Campus available in the Dean of Student Office, 501 Culkin Hall.

### Alcohol Poisoning

Alcohol is a drug. When a person consumes alcohol, the human body is affected both mentally and physically. The body can process on average, one drink per hour. If a person drinks to intoxication, the body may literally become poisoned.

Many sex offenses occurring within the college community involve people who know each other and involve the consumption of alcohol and/or other drugs. Nationwide,

an increasing number of sexual assaults are occurring with the aid of "predatory drugs" or date rape drugs Rohypnol ("roofies"), gamma hydroxy butyrate (GHB) or ketamine (K). These substances are colorless, odorless and tasteless. People under the influence appear extremely intoxicated, with slurred speech and little coordination, and may experience loss of memory. Other party drugs such as "Molly", synthetic marijuana, "spice", bath salts, etc., may make you unable to protect yourself or to see warning signs of sexual predation occurring. Lastly, alcohol is a drug and remains the primary way that sexual predators incapacitate their victims.

### Symptoms of alcohol poisoning include:

Unconsciousness or semi-consciousness

Slow breathing

Cold, clammy, pale, or bluish skin

Vomiting while "sleeping" or passed out and not waking up after vomiting

### What to do:

Get help: call a staff member, SAVAC at 315-312-4000, or University Police at 315-312-5555.

While waiting for help, turn the victim on his/her side to prevent choking in case of vomiting.

Stay with the person until professional help arrives.

Remember, only time will relieve these symptoms as the body detoxifies itself. Coffee, food, or a cold shower will not reduce the amount of alcohol in the blood.

Do not leave an intoxicated person alone to "sleep it off."

### Alcohol and Drug Prevention Program

The Alcohol and Other Drug Prevention Program at SUNY Oswego is a comprehensive prevention and intervention program that uses the environmental management model to develop institutional practices and policies aimed at reducing the prevalence of alcohol and other drug related harm among the SUNY Oswego community.

MyStudentBody® is an online, web-based health site that promotes healthy behaviors and responsible decision making at the individual and student body level on campuses across the country. SUNY Oswego has contracted with MyStudentBody, and the program is free, and available to all students, parents, faculty and staff.

BASICS is a two session (one hour each) intervention that assesses substance abuse or drinking patterns and attitudes related to alcohol/other substances using motivational interviewing.

Students are also able to participate in E-Checkup, brief

self-assessments that provide accurate, detailed and personalized feedback on the use of alcohol and marijuana, and specific information and helpful resources in the SUNY Oswego community.

Alcohol and Other Drug policies are described in the current Student Handbook available online: [oswego.edu/student-handbook](http://oswego.edu/student-handbook).

## SEXUAL AND INTERPERSONAL VIOLENCE

The College prohibits sex discrimination, sexual assault, sexual harassment, stalking, domestic violence, dating violence or any form of interpersonal violence and encourages the reporting of these instances so that the College can investigate. The reason for this is that sexual and interpersonal violence is particularly harmful to the reporting individual and create a hostile learning environment. Therefore, the College encourages reporting incidents of sex discrimination, including sexual and interpersonal violence so that the College can respond and maintain a safe learning environment through both prevention education and vigorous pursuit of a resolution to such a report.

### Sexual and Interpersonal Violence Response Policy

In accordance with the [Students' Bill of Rights](#), reporting individuals shall have the right to pursue more than one of the options below at the same time, or to choose not to participate in any of the options below for:

### Reporting

**To disclose confidentially the incident to one of the following college officials, who by law may maintain confidentiality, and can assist in obtaining services** (more information on confidential report is available in the Options for Confidentially Disclosing Sexual Violence Policy):

University Police  
[oswego.edu/police/commaware/concern.html](http://oswego.edu/police/commaware/concern.html)

Counseling Services Center 315-312-4416

Walker Health Center 315-312-4100

**To disclose confidentially the incident and obtain services from the New York State, New York City or county hotlines:** [opdv.ny.gov/help/dvhotlines.html](http://opdv.ny.gov/help/dvhotlines.html).

Additional disclosure and assistance options are cataloged by the Office for the Prevention of Domestic Violence and presented in several languages: [opdv.ny.gov/help](http://opdv.ny.gov/help) (or by calling 1-800-942-6906), and assistance can also be obtained through:

Services to Aid Families confidential victim advocates:  
315-342-1600, [oco.org/crisis-development](http://oco.org/crisis-development)

SurvJustice: [survjustice.org/survivors](http://survjustice.org/survivors)

Legal Momentum: [legalmomentum.org](http://legalmomentum.org)

NYSCASA: [nyscasa.org](http://nyscasa.org)

NYSCADV: [nyscadv.org](http://nyscadv.org)

Pandora's Project: [pandys.org](http://pandys.org)

GLBTQ Domestic Violence Project: [gbtqdv.org](http://gbtqdv.org)

RAINN: [rainn.org/get-help](http://rainn.org/get-help)

Safe Horizons: [safehorizon.org](http://safehorizon.org)

These hotlines are for crisis intervention, resources, and referrals, and are not reporting mechanisms, meaning that disclosure on a call to a hotline does not provide any information to the campus. Reporting individuals are encouraged to additionally contact a campus confidential or private resource so that the campus can take appropriate action in these cases.

**To disclose the incident to the following college officials who can offer privacy and can provide information about remedies, accommodations, evidence preservation, and how to obtain resources.** These officials will also provide the information contained in the [Students' Bill of Rights](#), including the right to choose when and where to report, to be protected by SUNY Oswego from retaliation, and to receive assistance and resources from college officials.

These college officials will disclose that they are private and not confidential resources, and they may still be required by law and college policy to inform one or more college officials about the incident, including but not limited to the Title IX Coordinator. They will notify reporting individuals that the criminal justice process uses different standards of proof and evidence than internal procedures, and questions about the penal law or the criminal process should be directed to law enforcement or district attorney:

Lisa Evaneski, Title IX Coordinator, 405 Culkin Hall  
315-312-5604 / [lisa.evaneski@oswego.edu](mailto:lisa.evaneski@oswego.edu)

Amy Plotner, Title IX Investigator, 201 Culkin Hall  
315-312-3702 / [amy.plotner@oswego.edu](mailto:amy.plotner@oswego.edu)

Becky Nadzadi, Title IX Investigator, 501 Culkin Hall  
315-312-5486 (private voicemail)  
[becky.nadzadi@oswego.edu](mailto:becky.nadzadi@oswego.edu)

Jennifer Knapp, Title IX Investigator, 601 Culkin Hall  
315-312-6612 / [jennifer.knapp@oswego.edu](mailto:jennifer.knapp@oswego.edu)

University Police, Pathfinder Hall (24 hours)  
315-312-5555

**To file a criminal complaint with University Police and/or with local law enforcement and/or state police:**

University Police, Pathfinder Hall, 315-312-5555

Oswego City Police, 169 West Second St., 315-342-8120

State police 24-hour hotline to report sexual assault on a NY college campus: 1-844-845-7269

**To receive assistance in initiating legal proceedings in family court or civil court** from Lisa Evaneski, Title IX Coordinator, 315-312-5604, 405 Culkin Hall.

**To file a report of sexual assault, domestic violence, dating violence, and/or stalking, and/or talk to the Title IX Coordinator for information and assistance.** Reports will be investigated in accordance with SUNY Oswego policy and the reporting individual's identity shall remain private at all times if said reporting individual wishes to maintain privacy. If a reporting individual wishes to keep his/her identity anonymous, he or she may call SUNY Oswego's Title IX Coordinator anonymously to discuss the situation and available options (see the [Protections and Accommodations](#) section of this document):

Lisa Evaneski, Title IX Coordinator, 405 Culkin Hall  
315-312-5604 / [lisa.evaneski@oswego.edu](mailto:lisa.evaneski@oswego.edu)

**When the accused (respondent) is an employee, a reporting individual may also report the incident to the SUNY Oswego Office of Human Resources or may request that one of the above referenced confidential or private employees assist in reporting to Employee Relations or Human Resources.** Disciplinary proceedings will be conducted in accordance with applicable collective bargaining agreements. When the accused (respondent) is an employee of an affiliated entity or vendor of the college, college officials will, at the request of the reporting individual, assist in reporting to the appropriate office of the vendor or affiliated entity and, if the response of the vendor or affiliated entity is not sufficient, assist in obtaining a persona non grata letter, subject to legal requirements and college policy.

Human Resources, 315-312-2230, 201 Culkin Hall.

You may withdraw your complaint or involvement from the SUNY Oswego process at any time.

The college shall ensure that, at a minimum, at the first instance of disclosure by a reporting individual to a college representative, the following information shall be presented to the reporting individual: "You have the right to make a report to University Police or Campus Security, local law enforcement, and/or State Police or choose not to report; to report the incident to SUNY Oswego; to be protected by SUNY Oswego from retaliation for reporting an incident; and to receive assistance and resources from SUNY Oswego."

The College will conduct a timely review of all complaints of sexual assault, domestic violence, dating violence, and/or stalking. Absent extenuating circumstances, review and resolution is expected to take place within sixty (60) calendar days from receipt of the complaint. The preliminary review of all complaints, including any necessary interviews to be conducted and any necessary interim measures to be put in place, will usually be completed within 10 days of receipt of the complaint. The subsequent, comprehensive review and investigation of the complaint, including interviews with all involved parties and gathering of evidence, is usually completed within 40 days of receipt of the complaint. Results of the complaint, via either a formal hearing or waiver of hearing are typically issued within 50 days of receipt of the complaint. An appeal of the results must be submitted within 5 days after days of receipt of the written result.

**Resources****To obtain effective intervention services.**

Counseling Services Center, located at Walker Health Center, 315-312-4416. The resources are offered free of charge to registered SUNY Oswego students.

Walker Health Center, 315-312-4100. Testing for STIs and emergency contraception is available at the Walker Health Center. The Mandatory Health Fee pays for the health care for registered SUNY Oswego students at the Walker Health Center. Pregnancy and urine tests are free, STD and HIV tests are provided at a reasonable cost.

OCO Reproductive Health, 315-342-0888, 10 George Street, Suite 100, Oswego, New York. For more information and to access information about payment options go to: [oco.org/health-services/ohc](http://oco.org/health-services/ohc).

Employees are encouraged to use their health care provider or contact the College's EAP (Employee Assistance Program) for more information on available services call 315-312-5546 or visit the website [oswego.edu/eap](http://oswego.edu/eap).

**Within 96 hours of an assault, you can get a Sexual Assault Forensic Rape Examination** (commonly referred to as a rape kit) at a hospital. While there should be no charge for a rape kit, there may be a charge for medical or counseling services off campus and, in some cases, insurance may be billed for services. You are encouraged to let hospital personnel know if you do not want your insurance policyholder to be notified about your access to these services. The New York State Office of Victim Services may be able to assist in compensating victims/survivors for health care and counseling services, including emergency funds. More information may be found here: [ovs.ny.gov/sites/default/files/brochure/ovsrightsfcvbooklet.pdf](http://ovs.ny.gov/sites/default/files/brochure/ovsrightsfcvbooklet.pdf), or by calling 1-800-247-8035. Options are explained here: [ovs.ny.gov/help-crime-victims](http://ovs.ny.gov/help-crime-victims).



**To best preserve evidence**, victims/survivors should avoid showering, washing, changing clothes, combing hair, drinking, eating, or doing anything to alter physical appearance until after a physical exam has been completed.

### **Protection and Accommodations**

**When the accused/respondent is a student, to have the college issue a No Contact Order**, consistent with college policy and procedure, meaning that continuing to contact the protected individual is a violation of college policy subject to additional conduct charges; if the accused/respondent and a protected person observe each other in a public place, it is the responsibility of the accused/respondent to leave the area immediately and without directly contacting the protected person. Both the accused/respondent and reporting individual may request a prompt review of the need for and terms of a No Contact Order, consistent with SUNY Oswego policy. Parties may submit evidence in support of their request.

**To have assistance from University Police or the Title IX Coordinator in initiating legal proceedings in family court or civil court**, including but not limited to obtaining an Order of Protection or, if outside of New York State, an equivalent protective or restraining order.

**To receive a copy of the Order of Protection or equivalent and have an opportunity to meet or speak with the Title IX Coordinator or University Police** who can explain the order and answer questions about it, including information from the Order about the accused/respondent's responsibility to stay away from the protected person(s); that burden does not rest on the protected person(s).

**To an explanation of the consequences for violating these orders**, including but not limited to arrest, additional conduct charges, and interim suspension. Contact the Title IX Coordinator, Lisa Evaneski, 315-312-5604 or [lisa.evaneski@oswego.edu](mailto:lisa.evaneski@oswego.edu) for assistance.

**To have assistance from University Police in effecting an arrest when an individual violates an Order of Protection** or, if outside of New York State, an equivalent protective or restraining order within the jurisdiction of University Police or, if outside of the jurisdiction to call on and assist local law enforcement in effecting an arrest for violating such an order.

**When the accused/respondent is a student and presents a continuing threat to the health and safety of the community, to have the accused/respondent subject to interim suspension pending the outcome of a conduct process**. Parties may request a prompt review of the need for and terms of an interim suspension by contacting Jerri Drummond, [jerri.drummond@oswego.edu](mailto:jerri.drummond@oswego.edu) or by calling 315-312-4887. The Title IX Coordinator can assist with this request.

**When the accused/respondent is not a student but is a member of the college community and presents a continuing threat to the health and safety of the community, to subject the accused/respondent to interim measures** in accordance with applicable collective bargaining agreements, employee handbooks, and SUNY Oswego policies and rules.

**When the accused/respondent is not a member of the college community, to have assistance from University Police or the Title IX Coordinator in obtaining a persona non grata letter**, subject to legal requirements and college policy.

**To obtain reasonable and available interim measures and accommodations that effect a change in academic, housing, employment, transportation, or other applicable arrangements in order to ensure safety, prevent retaliation, and avoid an ongoing hostile environment**. Parties may request a prompt review of the need for and terms of any interim measures and accommodations that directly affect them. While reporting individuals may request accommodations through any of the offices referenced in this policy, the following office can serve as a point to assist with these measures:

Lisa Evaneski, Title IX Coordinator, 405 Culkin Hall  
315-312-5604 / [lisa.evaneski@oswego.edu](mailto:lisa.evaneski@oswego.edu)

### **Student Conduct Process**

**To request that student conduct charges be filed against the accused/respondent**. Conduct proceedings are governed by the procedures set forth in the SUNY Oswego Student Handbook ([oswego.edu/student-handbook](http://oswego.edu/student-handbook)) as well as federal and New York State law, including the due process provisions of the United States and New York State Constitutions.

Throughout conduct proceedings, the accused/respondent and the reporting individual will have:

- The same opportunity to be accompanied by an advisor of their choice who may assist and advise the parties throughout the conduct process and any related hearings or meetings. Participation of the advisor in any proceeding is governed by federal law and the Code of Conduct;
- The right to a prompt response to any complaint and to have their complaint investigated and adjudicated in an impartial, timely, and thorough manner by individuals who receive annual training in conducting investigations of sexual violence, the effects of trauma, impartiality, the rights of the accused/respondent, including the right to a presumption that the accused/respondent is "not responsible" until a finding of responsibility is made, and other issues related to sexual assault, domestic violence, dating violence, and stalking;

- The right to an investigation and process conducted in a manner that recognizes the legal and policy requirements of due process (including fairness, impartiality, and a meaningful opportunity to be heard) and is not conducted by individuals with a conflict of interest;
- The right to receive advance written or electronic notice of the date, time, and location of any meeting or hearing they are required to or are eligible to attend. Accused individuals (Respondent) will also be told the factual allegations concerning the violation, a reference to the specific code of conduct provisions alleged to have been violated, and possible sanctions;
- The right to have a conduct process run concurrently with a criminal justice investigation and proceeding, except for temporary delays as requested by external municipal entities while law enforcement gathers evidence. Temporary delays should not last more than 10 days except when law enforcement specifically requests and justifies a longer delay;
- The right to offer evidence during an investigation and to review available relevant evidence in the case file (or otherwise held by SUNY Oswego);
- The right to present evidence and testimony at a hearing, where appropriate;
- The right to a range of options for providing testimony via alternative arrangements, including telephone/ videoconferencing or testifying with a room partition;
- The right to exclude prior sexual history with persons other than the other party in the conduct process or their own mental health diagnosis or treatment from admittance in college disciplinary stage that determines responsibility. Past findings of domestic violence, dating violence, stalking, or sexual assault may be admissible in the disciplinary stage that determines sanction;
- The right to ask questions of the decision maker and via the decision maker indirectly request responses from other parties and any other witnesses present;
- The right to make an impact statement during the point of the proceeding where the decision maker is deliberating on appropriate sanctions.
- The right to simultaneous (among the parties) written or electronic notification of the outcome of a conduct proceeding, including the decision, any sanctions, and the rationale for the decision and any sanctions
- The right to written or electronic notice about the sanction(s) that may be imposed on the accused/ respondent based upon the outcome of the conduct proceeding. Students who are found responsible for sexual assault will be suspended (with additional requirements) or expelled. Students found in violation of dating violence, domestic violence, sexual harassment or stalking will be either placed on disciplinary probation, placed on deferred suspension, suspended or expelled. Students that are placed on disciplinary probation, deferred suspension or suspended may be sanctioned intervention services, restrictions from accessing college or community buildings, and educational programs. For more information, review the Code of Conduct;
- Access to at least one level of appeal of a determination before the Appellate Hearing Committee, which may include one or more students, that is fair and impartial and does not include individuals with a conflict of interest;
- The right to have access to a full and fair record of a student conduct hearing, which shall be preserved and maintained in the Student Conduct office for at least five years;
- The right to choose whether to disclose or discuss the outcome of a conduct hearing;
- The right to have all information obtained during the course of the conduct or judicial process be protected from public release until the appeals panel makes a final determination unless otherwise required by law.

Dean of Students Office, 501 Culkin Hall, 315-312-3378

### **Options for Confidentially Disclosing Sexual Violence**

The State University of New York and SUNY Oswego want you to get the information and support regardless of whether you would like to move forward with a report of sexual violence to campus officials or to police. You may want to talk with someone about something you observed or experienced, even if you are not sure that the behavior constitutes sexual violence. A conversation where questions can be answered is far superior to keeping something to yourself. Confidentiality varies, and this document is aimed at helping you understand how confidentiality applies to different resources that may be available to you.

#### **In this Policy:**

Privileged and Confidential Resources

Non-Professional Counselors and Advocates

Privacy versus Confidentiality

Requesting Confidentiality: How the College/University Will Weigh the Request and Respond

Public Awareness/Advocacy Events

Anonymous Disclosure

Institutional Crime Reporting

### Privileged and Confidential Resources

Individuals who are confidential resources will not report crimes to law enforcement or college officials without your permission, except for extreme circumstances, such as a health and/or safety emergency.

#### **At SUNY Oswego, this includes:**

SUNY Oswego's Counseling Services  
Counseling Services Center, 113 Walker Health Center  
315-312-4416, [oswego.edu/csc](http://oswego.edu/csc)

SUNY Oswego licensed medical professionals or supervised interns when they are engaged in a physician/patient relationship at the Walker Health Center  
315-312-4100, [oswego.edu/walker](http://oswego.edu/walker)

#### **Off-campus options to disclose sexual violence confidentially include (note that these outside options do not provide any information to the campus):**

Off-campus counselors and advocates. Crisis services offices will generally maintain confidentiality unless you request disclosure and sign a consent or waiver form. More information on an agency's policies on confidentiality may be obtained directly from the agencies.

Services to Aid Families (SAF) confidential victim advocates  
75 E. First Street, Oswego, NY 13126  
(Midtown Plaza, lower level)  
315-342-1600, [oco.org/crisis-development](http://oco.org/crisis-development)  
*SAF can assist victims/survivors of crimes with requests for compensation through the New York State Office of Victim Services for property lost or damaged during the crime as well as medical expenses.*

Sexual Assault Victims Advocate Resource (SAVAR)  
Cayuga Counseling Services  
17 East Genesee Street Auburn, NY 13021  
315-253-9795 Office 315-252-2112 Hot Line  
[cayugacounseling.org](http://cayugacounseling.org)

#### **Off-campus healthcare providers**

Oswego Hospital  
110 West Sixth Street, Oswego, New York 13126  
[oswegohealth.org](http://oswegohealth.org)

The following hospitals have Sexual Assault Nurse Examiners (SANE):

Oswego Hospital  
110 West Sixth Street, Oswego, New York 13126  
[oswegohealth.org](http://oswegohealth.org)

St. Joseph's Hospital  
301 Prospect Avenue, Syracuse, NY 13203  
1.888.STJOES1

SUNY Upstate Medical Center  
750 East Adams Street, Syracuse, NY 13210  
315-464-5540

Medical office and insurance billing practices may reveal information to the insurance policyholder, including medication and/or examinations paid for or administered. The New York State Office of Victim Services may be able to assist in compensating victims/survivors for health care and counseling services, including emergency compensation. More information may be found here: [ovs.ny.gov/sites/default/files/brochure/ovsrightsofcvbooklet.pdf](http://ovs.ny.gov/sites/default/files/brochure/ovsrightsofcvbooklet.pdf), or by calling 1-800-247-8035. Options are explained here: [ovs.ny.gov/help-crime-victims](http://ovs.ny.gov/help-crime-victims).

Even individuals who can typically maintain confidentiality are subject to exceptions under the law, including when an individual is a threat to him or herself or others and the mandatory reporting of child abuse.

### Non-Professional Counselors and Advocates

Non-professional counselors and advocates can also assist you without sharing information that could identify you. At SUNY Oswego, this includes staff members of Counseling Services Center located at Walker Health Center, 315-312-4416 and Walker Health Center staff, 315-312-4100, that are not licensed. For example: interns, clerical staff, student staff.

These individuals will report the nature, date, time, and general location of an incident to SUNY Oswego's Title IX Coordinator, but will consult with you to ensure no personally identifying details are shared without your consent. These individuals are not considered confidential resources as discussed above.

### Privacy versus Confidentiality

Even SUNY Oswego offices and employees who cannot guarantee confidentiality will maintain your privacy to the greatest extent possible. The information you provide to a non-confidential resource will be relayed only as necessary to investigate and/or seek a resolution and to notify the Title IX Coordinator or designee, who is responsible under the law for tracking patterns and spotting systemic issues. SUNY Oswego will limit the disclosure as much as possible, even if the Title IX Coordinator determines that the request for confidentiality cannot be honored.

### Requesting Confidentiality: How SUNY Oswego Will Weigh the Request and Respond

If you disclose an incident to a SUNY Oswego employee who is responsible for responding to or reporting sexual violence or sexual harassment, but wish to maintain confidentiality or do not consent to the College's request to initiate an investigation, the Title IX Coordinator must weigh your request against our obligation to provide a safe,

non-discriminatory environment for all members of our community, including you.

We will assist you with academic, housing, transportation, employment, and other reasonable and available accommodations regardless of your reporting choices. While reporting individuals may request accommodations through several college offices, the following office can serve as a primary point of contact to assist with these measures: Lisa Evaneski, Title IX Coordinator, 405 Culkin Hall, 315-312-5604 or [lisa.evaneski@oswego.edu](mailto:lisa.evaneski@oswego.edu). We also may take proactive steps, such as training or awareness efforts, to combat sexual violence in a general way that does not identify you or the situation you disclosed.

We may seek consent from you prior to conducting an investigation. You may decline to consent to an investigation, and that determination will be honored unless SUNY Oswego's failure to act does not adequately mitigate the risk of harm to you or other members of SUNY Oswego community. Honoring your request may limit our ability to meaningfully investigate and pursue conduct action against an accused individual (respondent). If we determine that an investigation is required, we will notify you and take immediate action as necessary to protect and assist you.

When you disclose an incident to someone who is responsible for responding to or reporting sexual violence or sexual harassment, but wish to maintain confidentiality, SUNY Oswego will consider many factors to determine whether to proceed despite that request. These factors include, but are not limited to:

- Whether the accused/respondent has a history of violent behavior or is a repeat offender;
- Whether the incident represents escalation, such as a situation that previously involved sustained stalking, the increased risk that the accused/respondent will commit additional acts of violence;
- Whether the accused/respondent used a weapon or force;
- Whether the reporting individual is a minor; and
- Whether we possess other means to obtain evidence such as security footage, and whether the report reveals a pattern of perpetration at a given location or by a particular group.

If the SUNY Oswego determines that it must move forward with an investigation, the reporting individual or victim/survivor will be notified and SUNY Oswego will take immediate action as necessary to protect and assist them.

### **Public Awareness/Advocacy Events**

If you disclose a situation through a public awareness

event such as "Take Back the Night," candlelight vigils, protests, Women's Center or Two and a Half events, or other public event, SUNY Oswego is not obligated to begin an investigation. SUNY Oswego may use the information you provide to inform the need for additional education and prevention efforts.

### **Anonymous Disclosure**

Services to Aid Families (SAF) Abuse and assault hotline: 315-342-1600. (24 hours) The SAF Abuse and Assault Hotline is for crisis intervention, resources and referrals and is not a reporting mechanism.

Anonymously via an internet anonymous reporting system through University Police: [www.oswego.edu/administration/police/commaware/concern.html](http://www.oswego.edu/administration/police/commaware/concern.html)

New York State Hotline for Sexual Assault and Domestic Violence: 1-800-942-6906.

### **Institutional Crime Reporting**

Reports of certain crimes occurring in certain geographic locations will be included in the SUNY Oswego Clery Act Annual Security and Fire Report in an anonymized manner that neither identifies the specifics of the crime or the identity of the reporting individual or victim/survivor. Contact Lisa Evaneski, Title IX Coordinator, for more information: 315-312-5604.

SUNY Oswego is obligated to issue timely warnings of Clery Act crimes occurring within relevant geography that represent a serious or continuing threat to students and employees (subject to exceptions when potentially compromising law enforcement efforts and when the warning itself could potentially identify the reporting individual or victim/survivor). A reporting individual will never be identified in a timely warning.

The Family Educational Rights and Privacy Act allows institutions to share information with parents when there is a health or safety emergency, or when the student is a dependent on either parents' prior year federal income tax return. Generally, SUNY Oswego will not share information about a report of sexual and interpersonal violence with parents without the permission of the reporting individual.

### **Reporting Aggregate Data to NYSED**

1) SUNY Oswego shall annually report to the department the following information about reports of domestic violence, dating violence, stalking and sexual assault:

- a) The number of such incidents that were reported to the Title IX Coordinator.
- b) Of those incidents in paragraph a of this subdivision, the number of reporting individuals who sought the SUNY Oswego conduct process.



- c) Of those reporting individuals in paragraph b of this subdivision, the number of cases processed through the SUNY Oswego's conduct process.
  - d) Of those cases in paragraph c of this subdivision, the number of respondents who were found responsible through the SUNY Oswego's conduct process.
  - e) Of those cases in paragraph c of this subdivision, the number of respondents who were found not responsible through the SUNY Oswego's conduct process.
  - f) A description of the final sanctions imposed by SUNY Oswego for each incident for which a respondent was found responsible, as provided in paragraph d of this subdivision, through the conduct process.
  - g) The number of cases in the SUNY Oswego's conduct process that were closed prior to a final determination after the respondent withdrew from the College and declined to complete the disciplinary process.
  - h) The number of cases in the SUNY Oswego's conduct process that were closed because the complaint was withdrawn by the reporting individual prior to a final determination.
- 2) The department shall create a reporting mechanism for institutions to efficiently and uniformly provide the information outlined in subdivision one of this section.

### **Students' Bill of Rights**

The State University of New York and SUNY Oswego are committed to providing options, support and assistance to victims/survivors of sexual assault, domestic violence, dating violence, and/or stalking to ensure that they can continue to participate in College/University-wide and campus programs, activities, and employment. All students of these crimes and violations, regardless of race, color, national origin, religion, creed, age, disability, sex, gender identity or expression, sexual orientation, familial status, pregnancy, predisposing genetic characteristics, military status, domestic violence victim status, or criminal conviction, have the following rights, regardless of whether the crime or violation occurs on campus, off campus, or while studying abroad:

#### ***All students have the right to:***

- Make a report to local law enforcement and/or state police;
- Have disclosures of domestic violence, dating violence, stalking, and sexual assault treated seriously;
- Make a decision about whether or not to disclose a crime or violation and participate in the student conduct process and/or criminal justice process free from pressure from the College;

- Participate in a process that is fair, impartial, and provides adequate notice and a meaningful opportunity to be heard;
- Be treated with dignity and to receive from the College courteous, fair, and respectful health care and counseling services, where available;
- Be free from any suggestion that the reporting individual is at fault when these crimes and violations are committed, or should have acted in a different manner to avoid such crimes or violations;
- Describe the incident to as few College representatives as practicable and not to be required to unnecessarily repeat a description of the incident;
- Be free from retaliation by the College, the accused and/or the respondent, and/or their friends, family and acquaintances within the jurisdiction of the College;
- Access to at least one level of appeal of a determination;
- Be accompanied by an advisor of choice who may assist and advise a reporting individual, accused, or respondent throughout the student conduct process including during all meetings and hearings related to such process;
- Exercise civil rights and practice of religion without interference by the investigative, criminal justice, or student conduct process of the College.

### ***Options in Brief:***

Victims/survivors have many options that can be pursued simultaneously, including one or more of the following:

- Receive resources, such as counseling and medical attention;
- Confidentially or anonymously disclose a crime or violation (for detailed information on confidentiality and privacy, visit Options for Confidentially Disclosing Sexual Violence);
- Make a report to:
  - An employee with the authority to address complaints, including the Title IX Coordinator, a Student Conduct employee, or a Human Resources employee;
  - University Police;
  - Local law enforcement; and/or
  - Family Court or Civil Court.

Copies of this Bill of Rights shall be distributed annually to students, made available on every college's website, and posted in each campus residence hall, dining hall, and student union or Marano Campus Center and shall include links or information to access the Sexual Violence Response Policy and the Options for Confidentially Disclosing Sexual Violence.

### **Policy for Alcohol and/or Drug Use Amnesty in Sexual and Interpersonal Violence Cases**

The health and safety of every student at the State University of New York and its State-operated and community colleges is of utmost importance. SUNY Oswego recognizes that students who have been drinking and/or using drugs (whether such use is voluntary or involuntary) at the time that violence, including but not limited to domestic violence, dating violence, stalking, or sexual assault occurs may be hesitant to report such incidents due to fear of potential consequences for their own conduct. SUNY Oswego strongly encourages students to report incidents of domestic violence, dating violence, stalking, or sexual assault to the Title IX Coordinator. A bystander acting in good faith or a reporting individual acting in good faith that discloses any incident of domestic violence, dating violence, stalking, or sexual assault to SUNY Oswego officials or law enforcement will not be subject to SUNY Oswego code of conduct action for violations of alcohol and/or drug use policies occurring at or near the time of the commission of the domestic violence, dating violence, stalking, or sexual assault.

### **Policy/Instructions on How Parties Can Review the Case File/Evidence**

SUNY Oswego ensures that every student be afforded the following rights. Throughout proceedings involving such an accusation of sexual assault, domestic violence, dating violence, stalking, or sexual activity that may otherwise violate SUNY Oswego's code of conduct, the right to review and present available evidence in the case file, or otherwise in the possession or control of the College, and relevant to the conduct case, consistent with college policies and procedures.

### **Policy for Review of Interim Measures/ Accommodations**

Both the accused/respondent and the reporting individual shall, upon request and consistent with SUNY Oswego policies and procedures, be afforded a prompt review, reasonable under the circumstances, of the need for and terms of any such interim measure and accommodation that directly affects him or her, and shall be allowed to submit evidence in support of his or her request. Contact the Title IX Coordinator for assistance.

### **Policy for Review of an Interim Suspension**

Both the accused or respondent and the reporting individual shall, upon request and consistent with SUNY Oswego policies and procedures, be afforded a prompt review, reasonable under the circumstances, of the need for and terms of an interim suspension, including potential modification, and shall be allowed to submit evidence in support of his or her request. Contact the Dean of Students, Jerri Drummond.

### **Policy for the Review of No Contact Order**

Both the accused or respondent and the reporting individual shall, upon request and consistent with SUNY Oswego policies and procedures, be afforded a prompt review, reasonable under the circumstances, of the need for and terms of a no contact order, including potential modification, and shall be allowed to submit evidence in support of his or her request. SUNY Oswego may establish an appropriate schedule for the accused and respondents to access applicable buildings and property at a time when such buildings and property are not being accessed by the reporting individual. Contact the Dean of Students, Jerri Drummond. For No Contact Orders issued by the Title IX Coordinator, contact the Title IX Coordinator for assistance.

### **Policy for Transcript Notations: Suspensions or Expulsions**

Generally, disciplinary actions are not noted on academic transcripts. However, if a student is suspended or expelled as a result of a disciplinary action, he or she will have an "NG" notation in the place of a grade on every course for which he or she is registered in the semester of the effective date of the suspension or expulsion. The credits attempted for that semester will be included in the total number of credits attempted. The "NG" notation will become a permanent part of the student's academic record (transcript).

Students with "NG" notations must have the approval of the Dean of Students before they can apply for readmission to the College. If the student is readmitted to the College, the courses with "NG" notation can be repeated. The "NG" notation, however, will remain on the academic transcript.

Conduct involving serious crimes, including, but not limited to arson, hazing, robbery/burglary, motor vehicle theft, murder/manslaughter, physical assault, sexual and interpersonal violence, and/or conduct that leads to death or serious physical injury of another person, shall result in a permanent transcript notation of suspension or expulsion from the College. The permanent transcript notation will read: "suspended after a finding of responsibility for a code of conduct violation on (date)." or "expelled after a finding of responsibility for a code of conduct violation on (date)."

For the respondent who withdraws, is not enrolled due to winter/summer break, or is interim suspended from the College while such conduct charges are pending, and declines to complete the disciplinary process, a notation will go on the transcript of such students that they "withdrew with conduct charges pending." Appropriate disciplinary action will be taken prior to the student's return to SUNY Oswego. The comment is removed if the student is readmitted after completing the conduct process.

Appeals seeking removal of a transcript notation for a suspension, provided that such notation shall not

be removed prior to one year after conclusion of the suspension, shall be directed to the Dean of Students. For suspensions related to serious crimes listed above, the notation will permanently remain on the transcript. Notations for expulsion shall not be removed. If a finding of responsibility is vacated for any reason, any such transcript notation shall be removed.

## Definitions

**Accused** shall mean a person accused of a violation who has not yet entered the student conduct process.

**Advisor** is any individual who provides the accused/respondent or victim/survivor with support, guidance and/or advice.

**Affirmative consent** is a knowing, voluntary, and mutual decision among all participants to engage in sexual activity. Consent can be given by words or actions, as long as those words or actions create clear permission regarding willingness to engage in the sexual activity. Silence or lack of resistance, in and of itself, does not demonstrate consent. The definition of consent does not vary based upon a participant's sex, sexual orientation, gender identity, or gender expression. Consent to any sexual act or prior consensual sexual activity between or with any party does not necessarily constitute consent to any other sexual act. Consent is required regardless of whether the person initiating the act is under the influence of drugs and/or alcohol. Consent may be initially given but withdrawn at any time. Consent cannot be given when a person is incapacitated, which occurs when an individual lacks the ability to knowingly choose to participate in sexual activity. Incapacitation may be caused by the lack of consciousness or being asleep, being involuntarily restrained, or if an individual otherwise cannot consent. Depending on the degree of intoxication, someone who is under the influence of alcohol, drugs, or other intoxicants may be incapacitated and therefore unable to consent. Consent cannot be given when it is the result of any coercion, intimidation, force, or threat of harm. When consent is withdrawn or can no longer be given, sexual activity must stop.

**Annual Fire and Security Report (Clery Act)** requires colleges and universities that participate in federal financial aid programs to report annual statistics on crime, including sexual assault and rape, on or near the campus, and to develop and disseminate prevention policies

**Article 129-A (New York State Education Law)** requires all New York State public colleges to maintain policies related to specific provisions of this Article. General provisions include the advisory committee on campus security, sexual assault, domestic violence and stalking prevention information, campus crime reporting and statistics, investigation of violent felony offenses, bias related crime prevention information, prohibition on the marketing of credit cards, and notification of fire safety standards and measures in all college-owned or college-operated housing.

**Bystander** shall mean a person who observes a crime, impending crime, conflict, potentially violent or violent behavior, or conduct that is in violation of the College's rules or policies.

**Bystander intervention** is when a bystander's safe and positive actions prevent harm or intervene when there is a risk posed to another person. Bystander intervention includes recognizing situations of potential harm, identifying safe and effective intervention options, and taking action to intervene.

**Code of Conduct** shall mean the written policies adopted by SUNY Oswego governing student behavior, rights, and responsibilities while such student is matriculated.

**College** means State University of New York at Oswego, Oswego, New York, and collectively, those persons responsible for its control and operation.

**Confidentiality** may be offered by an individual who is not required by law to report known incidents of sexual assault or other crimes to SUNY Oswego officials, in a manner consistent with State and Federal law, including but not limited to 20 U.S.C. 1092(f) and 20 U.S.C. 1681(a). Licensed mental health counselors and medical providers are examples of SUNY Oswego employees who may offer confidentiality.

**Dating violence** is any violent act or acts committed by a person who is or has been in a social relationship of a romantic or intimate nature with the victim. Violence includes, but is not limited to, sexual or physical abuse or the threat of such abuse. The existence of a social relationship of a romantic or intimate nature with the victim is determined based on the reporting party's statement, the length of the relationship, the type of relationship, and frequency of interaction between the persons involved in the relationship.

**Domestic violence** is a felony or misdemeanor crime of violence committed by any of the following individuals: current or former spouse or intimate partner of the victim; or a person with whom the victim shares a child in common; or a person who is cohabitating with or has cohabitated with the victim as a spouse or intimate partner; or a person similarly situated to a spouse of the victim under the domestic or family laws of the jurisdiction in which the crime of violence occurred; or any other person against an adult or youth victim who is protected under the domestic or family violence laws of the jurisdiction in which the crime of violence occurred.

**Institution** shall mean any college or university chartered by the regents or incorporated by special act of the legislature that maintains a campus in New York.

**Preponderance of the Evidence** is the standard of proof in sexual and interpersonal violence cases, which asks whether it is "more likely than not" that the violence occurred. If the evidence presented meets this standard, then the accused/respondent should be found responsible.

**Privacy** may be offered by an individual when such individual is unable to offer confidentiality under the law but shall still not disclose information learned from a reporting individual or bystander to a crime or incident more than necessary to comply with this and other applicable laws, including informing appropriate College officials.

**Proceeding** refers to the activities related to a SUNY Oswego disciplinary complaint, including but not limited to fact finding investigations, formal or informal meetings, hearings and appeals.

**Reporting Individual** shall encompass the terms victim, survivor, complainant, claimant, witness with victim status who brings forth a report of a violation.

**Respondent** shall mean a person accused of a violation who has entered the student conduct process.

**Responsible employee** is an employee with the authority to redress sexual and interpersonal violence; who has been given the duty of reporting incidents of sexual violence or any other misconduct by students to the Title IX Coordinator or other appropriate school designee; or whom a student could reasonably believe has this authority or duty. If a responsible employee is aware of sexual violence, then the college is considered on notice of that sexual violence.

**Result** means any initial, interim and final decision by any College official or entity authorized to resolve disciplinary matters within SUNY Oswego.

**Retaliation** is adverse action against another person for reporting a violation or for participating in any way in the investigation or conduct process. Retaliation includes harassment and intimidation, including but not limited to violence, threats of violence, property destruction, adverse educational or employment consequences, and bullying.

**Sexual activity** shall have the same meaning as “sexual act” and “sexual contact” as provided in 18 U.S.C. 2246(2) and 18 U.S.C. 2246(3).

**Sex discrimination** includes all forms of: sexual harassment, sexual assault, and sexual violence by employees, students, or third parties against employees, students, or third parties. Students, College employees, and third parties are prohibited from harassing other students and/or employees whether or not the incidents of harassment occur on the College campus and whether or not the incidents occur during working hours. All acts of sex discrimination, including sexual harassment and sexual violence, are prohibited by Title IX.

**Sexual exploitation** occurs when a person takes non-consensual or abusive sexual advantage of another for his/her own advantage or benefit, or to benefit or advantage anyone other than the one being exploited, and that behavior does not otherwise constitute one of other sexual misconduct offenses. Examples of sexual exploitation include, but are not limited to:

- Invasion of sexual privacy;
- Prostituting another student;
- Non-consensual video or audio-taping of sexual activity;
- Going beyond the boundaries of consent (such as letting your friends hide in the closet to watch you having consensual sex);
- Engaging in voyeurism;
- Knowingly transmitting an STI or HIV to another student;
- Exposing one's genitals in non-consensual circumstances;
- Inducing another to expose their genitals;
- Sexually-based stalking and/or bullying may also be forms of sexual exploitation.

**Sexual harassment** is unwelcome, gender-based verbal or physical conduct that is sufficiently severe, persistent or pervasive that it unreasonably interferes with, denies or limits someone's ability to participate in or benefit from the university's educational program and/or activities, and is based on power differentials (quid pro quo), the creation of a hostile environment, or retaliation.

**Sexual violence** is a physical sexual act perpetrated against a person's will or where a person is incapable of giving consent. Such acts include, but are not limited to, rape, sexual battery, and sexual coercion.

**Stalking** means intentionally engaging in a course of conduct, directed at a specific person, which is likely to cause a reasonable person to fear for his or her safety or the safety of others or cause that person to suffer substantial emotional damage. Examples include, but are not limited to, repeatedly following such person(s), repeatedly committing acts that alarm, cause fear, or seriously annoy such other person(s) and that serve no legitimate purpose, and repeatedly communicating by any means, including electronic means, with such person(s) in a manner likely to intimidate, annoy, or alarm him or her.

**Title IX of the Education Amendments of 1972** is a comprehensive federal law that protects people from discrimination based on sex in education programs or activities which receive Federal financial assistance. The law prohibits discrimination on the basis of sex in any federally funded education program or activity. Colleges must promptly respond to complaints of sexual harassment and sexual violence in a way that limits its effects and prevents its recurrence.

**Title IX Coordinator** shall mean the Title IX Coordinator and/or his or her designee or designees.

#### **Violence Against Women Act (“VAWA”)**

Under The Violence Against Women Act, colleges and universities are required to:

- report dating violence, domestic violence, sexual assault, and stalking, beyond crime categories the Clery Act already mandates;
- adopt certain student discipline procedures, such as for notifying purported victims of their rights; and
- adopt certain institutional policies to address and prevent campus sexual violence, such as to train in particular respects pertinent institutional personnel.

For more information: Title IX: [oswego.edu/title-ix](http://oswego.edu/title-ix)



## WEAPONS & DANGEROUS MATERIALS

No weapons are allowed on any property owned or controlled by SUNY Oswego. This policy is strictly enforced and includes a variety of weapons, not just firearms. Weapons include, but are not limited to: any dagger, dangerous knife, stiletto, imitation pistol or any dangerous or deadly instrument including any loaded weapon from which a shot may be discharged by gunpowder, billy, blackjack, bludgeon, metal knuckles, cane sword, sand club, sandbag or slingshot. Firearms include, but are not limited to, a pistol, revolver, shotgun, rifle, machine gun, pellet gun, air gun, spring gun, paint ball gun. The fact that a person is in possession of a valid New York State pistol permit does not authorize that person to possess a firearm or weapon on campus property without written authorization from SUNY Oswego. The use of fireworks, explosives and other dangerous or flammable materials such as gasoline, kerosene, propane, chemicals etc., is prohibited on the campus except when properly supervised in connection with curricular offerings. Possession, distribution and/or use of hazardous substances for other than purposes sanctioned by the College as appropriate use in an academic environment is prohibited.

## HAZING

Hazing is a violation of New York State law and is subject to criminal prosecution. In accordance with New York State Penal Law Sections 120.16 and 120.17., SUNY Oswego adamantly prohibits any form of hazing conducted or condoned by any member of the campus community. Section 43.E of the Code of Student Conduct states as follows: "Any act, or creation of, or participation in the creation of any situation that harms another person(s), or endangers mental or physical health, or that involves the consumption of alcohol or other substance, or that interferes with the academic pursuits, for purposes of initiation into or affiliation with any group or organization." Further, "It shall not constitute a defense to the charge of hazing that the participant(s) took part voluntarily, that they voluntarily assumed the risks or hardship of the activity, or that no injury in fact was suffered."

See Student Handbook site for more information about these laws and college policies: [oswego.edu/student-handbook](http://oswego.edu/student-handbook)

## UNIVERSITY POLICE DAILY LOG AND DAILY CRIME LOG

The University Police Department records in writing every report of a crime, incident or request for service via the University Police Department's Communication Center. The Department posts an electronic police blotter (DAILY CRIME LOG) during the business week which outlines all of the previous day's reports of crime, incidents and arrests. A printed copy of each daily crime log is kept on file.

The daily crime log can be accessed either by going to the website at [oswego.edu/police](http://oswego.edu/police) or by stopping in at the University Police Department and requesting a copy.

## SEX OFFENDER REGISTRY

The Sex Offender Registry Act requires the Division of Criminal Justice Services (DCJS) to maintain a Sex Offender Registry. The registry contains information on sexual offenders classified according to their risk of re-offending in three defined levels: low-risk (Level 1), moderate-risk (Level 2), and high-risk (Level 3). The act requires that the division also maintain a subdirectory of Level 3 (high-risk) sex offenders for public access. The DCJS Sex Offender Registry site is found at [criminaljustice.state.ny.us/nsor](http://criminaljustice.state.ny.us/nsor) and contains their Subdirectory of Level 3 (high-risk) sexual offenders and other information regarding the New York State Sex Offender Registry.

Refer to [oswego.edu/police/sexoffender/notificationSO.html](http://oswego.edu/police/sexoffender/notificationSO.html) at the University Police website outlining the notification process to the campus community for Level 2 and Level 3 sex offenders.

## **MONITORING AND RECORDING CRIMINAL ACTIVITY AT OFF-CAMPUS LOCATIONS VIA LOCAL POLICE AGENCIES**

The University Police Department continually monitors all criminal activity as well as fire and medical response in the county via the Oswego County Interoperable Emergency Radio System. University Police Dispatch monitors all police, fire and medical radio bands on a 24-hour basis. The Department is notified of crimes and emergencies occurring off-campus from other local agencies when those agencies request assistance by the University Police, or as they routinely relay information that may affect the campus community. Moreover, University Police has signed Memorandums of Understanding with the City of Oswego's Police Department and the Oswego County Sheriff's Office outlining interagency mutual aid and response agreements. The University Police Department receives continuous communications from all county, state and national law enforcement agencies via the New York State eJustice System, and various police and law enforcement databases in an on-going manner.

## **EMERGENCY RESPONSE AND EVACUATION PROCEDURES**

SUNY Oswego has a senior leadership team, the (Emergency Response Resource Group hereinafter referred to as the ERRG) in place as commanded by the College President consisting of various essential executive level staff and department heads including the Chief of University Police and the Director of Public Affairs to deal expediently with a wide spectrum of emergencies and critical incidents. The ERRG has been trained in the National Incident Management System for emergency management. The college's process to handle emergencies employs the policies of emergency response, notification and evacuation as set forth in the campus Emergency Response Plan. The ERRG routinely conducts table top exercises on a variety of possible emergencies to develop best practice responses and policy review.

Upon the notification of an emergency the college's policy will first be to confirm the emergency and the nature and scope of the emergency. The Chief of University Police or designee is responsible for confirming the nature and scope of the emergency and conveying that information immediately to the President or designee. The Chief of University Police, working with the President and the ERRG will make a determination as to the level of response necessary. If there is a serious,

immediate threat to the health and safety of the campus community, the emergency response protocol would be immediately employed. The pertinent members of the ERRG would consult and affirm the appropriate message to the community and the appropriate segments of the campus community to be notified. Public Affairs working with University Police would deploy those messages in the above referenced manners unless the issuance of such an alert will compromise efforts to contain the emergency. Public Affairs working with University Police would continue to coordinate and disseminate follow-up messages to advise the campus community what is occurring, what steps they should take for their safety and specific messages to affirm when the campus has returned to a normal mode of operation.

New York Alerts is one of the key ways that the college will notify our campus community members of an emergency along with audible broadcasts. The college subscribes to the New York Alert System as provided through the State Emergency Management Office to provide emergency messages to the campus community during emergencies that may impact the campus community. These notifications will be published and sent to subscribed users cell phones via text messages, phone calls with automated verbal messages, email accounts and hard line phone calls. In addition, pages on the SUNY Oswego website will provide information to the community and provide specific direction for community members to follow for their safety and well-being. Other forms of notification will be via the Public Affairs Director's office outreach to the area television and radio stations to notify the emergency information to the larger community. Emergency notifications via the campus digital signage system that provides for override capacity in emergency conditions is another essential means of notification in the campus residence halls and key administrative and academic buildings. Mass emails to the community are other forms of electronic alert notifications. Emergency nuclear sirens, the campus emergency notification system, the audible fire command centers in the high rise residence halls and the public address systems in the University Police cruisers are all additional ways that emergency alert messages will be disseminated on campus grounds in the event of emergency conditions.

The campus publicizes emergency response and evacuation procedures in various ways on an annual basis in a manner designed to reach students, faculty and staff through website and publications via the Student Affairs Office, Student Handbook, Public Affairs, University Police, the Public Emergency Response Information booklet, the on-line campus Emergency Procedures document located on the University Police website, and through the email system. In addition, Student Notes Bulletins, Timely Alert Notices and messages via the Residence Life and Housing system are additional means to notify students

and employees of emergency response and evacuation procedures, bound copies of the Emergency Response Plan for the campus have been disseminated to all campus Chairs, Directors and Department Heads.

SUNY Oswego tests the NY Alert System and related campus emergency notification systems such as the Digital Signage system twice a year, (once a semester). Public Affairs notifies the community in advance through the Campus Update (faculty and staff electronic publication) and through the *Oswegonian*, the school newspaper. In addition, we test the NY Alert system each week on Friday to insure the system is sending/receiving test messages from the group of publishers.

## TIMELY WARNING / SAFETY ALERTS

The college will provide the campus community with timely notice in the form of Safety Alerts of any situation that may pose a threat to the community in a manner that does not divulge the identity of the person(s) who reported the incident. Safety Alerts may come in the form of bulletins, via campus email and campus posting procedures, messages from the college's Public Affairs Office, the Student Notes publication, and notices via the campus media such as Campus Update or the student media through the *Oswegonian*. Timely Warnings and Safety Alerts will be disseminated in a coordinated manner through collaboration between University Police, Student Affairs, Public Affairs and the college Administration. It is important that each student activate a campus network account in order to receive Safety Alert emails. Students should enroll in the NY Alerts Program at the SUNY Oswego website at [oswego.edu/myoswego](http://oswego.edu/myoswego) under the heading: NYAlerts. Employees can enroll by going to this website: [oswego.edu/newyorkalert](http://oswego.edu/newyorkalert). The NYAlert system is tested weekly by publishers and each semester by all enrolled users. By enrolling, students and employees will be able to receive the college's email, text, cell and hard line phone alert notifications when an emergency occurs that may impact the safety of the campus. In addition to this system, the college uses digital signage, the Public Affairs website and various other loudspeaker and broadcast systems to notify the community when an emergency is occurring. NY Alerts tests were conducted on April 10th and November 21st 2013.

### **RAVE Guardian**

SUNY Oswego offers a personal safety system for all students, faculty and staff called Oswego Guardian. This system employs the subscribed user's mobile phone into a personal safety device in two ways: The first is the Panic Call, whereby the subscribed user can activate an immediate alert to University Police, which will initiate

a response to the user's current location. The second is the use of a timer. Users can set a timer and add specific guardians that will be alerted if the timer is not canceled by the end of the allotted time. Specific guardians can include friends, family, University Police or a combination of contacts loaded for that user. The alerts to University Police come in on a terminal that shows GPS location and any other information the users deems necessary like medical conditions, picture, personal description etc. This information is only visible if the alert is active at the dispatch station.

## MISSING PERSONS

### **Residential Student Notification Policy**

It is recommended that all students identify a person who SUNY Oswego personnel should contact in the event that they are ever determined to be "missing". This information should then be registered at [oswego.edu/myoswego](http://oswego.edu/myoswego). Alternatively, students can find the myOswego page by going to the college's home page, [oswego.edu](http://oswego.edu) and clicking the Popular Links menu. This contact person may be a parent, guardian or whomever the student wishes that contact to be. The college will register that contact information confidentially. Any missing person report must be referred immediately to the University Police. **DO NOT WAIT** if you believe a student is missing. University Police will immediately conduct an initial investigation. The sooner the missing person report is filed the better the chance of locating the missing person. Federal law states that campuses are required to provide missing person notification to all local police agencies including the Oswego Police Dept., Oswego County Sheriff's Office and New York State Police in accordance with our stated mutual aid agreements with those agencies. In addition we are required to notify within 24 hours the student's designated contact person if one has been provided by the student. If the missing student is under 18 years of age and not yet emancipated the parents or guardian will be notified within 24 hours when the student is determined to be missing in addition to any contact person designated by the student. A missing student is defined by the New York State Campus Safety Act as "a student of an institution (college or university) who resides in a facility owned or operated by such institution (a residence hall) and who is reported as missing from his or her residence for a period of 24 hours."

## CRIME DEFINITIONS

The Campus Security Act also delineates what violations need to be reported. The offense definitions are excerpted from the Uniform Crime Reporting Handbook. The definitions of sex offenses are excerpted from the national incident based reporting edition of the Uniform Crime Reporting Handbook (FBI Uniform Crime reporting (UCR) National Incident Based Reporting System (NIBRS) definitions.

### Definitions

**Robbery:** taking or attempting to take anything of value from the care, custody, or control of a person(s) by force or threat of force or violence and/or by putting the victim in fear.

**Aggravated Assault:** an unlawful attack by one person upon another to inflict severe or aggravated bodily injury. This is usually accompanied by the use of a weapon or by means likely to produce great bodily harm or death, although it is not necessary that injury result when a weapon is used.

**Burglary:** unlawful entry of a structure to commit a crime, including, but not limited to, larceny, arson, sexual assault, criminal mischief, and all attempts to do so.

**Motor Vehicle Theft:** the taking (or attempt) or use of a motor vehicle by persons not having lawful access.

**Drug Abuse Violations:** violations of state and local laws related to possession, sale, use, growing or manufacturing of narcotic drugs, marijuana, or other controlled substances.

**Liquor Law Violations:** violations and attempted violations of laws or ordinances prohibiting manufacturing, selling, transporting, furnishing, or possessing intoxicating liquor including, but not limited to: maintaining unlawful drinking places; furnishing liquor to a minor or intoxicated person; and drinking on a common carrier.

**Arson:** willful or malicious burning or attempting to burn, with or without intent to defraud, a dwelling house, public building, motor vehicle, personal property of another, etc.

**Weapons Law Violations:** violations of laws or ordinances dealing with weapon offenses, regulatory in nature, such as manufacture, sale or possession of deadly weapons and all attempts to commit any of the aforementioned.

**Sexual Abuse and Aggravated Sexual Abuse:** Sexual abuse is the touching of the private body parts of another person for the purpose of sexual gratification forcibly and/or against that person's will or in circumstances where the victim is incapable of giving consent because of his/her youth or mental defect or mental or physical incapacity. Aggravated sexual abuse is sexual abuse by use of an object that is inserted (no matter how slightly) into the genital or anal cavity of the victim forcibly or in circumstances where the victim is incapable of giving consent because of his/her youth or mental defect or mental or physical incapacity. The crime is compounded when injury occurs.

**Sex Offenses (forcible):** any sexual act directed against another person, forcible and/or against that person's will; or not forcibly against the person's will the victim is incapable of giving consent.

**Forcible Rape:** the carnal knowledge of a person forcibly and/or not forcibly or against the person's will where the victim is incapable of giving consent because of his/her temporary or permanent mental or physical incapacity or because of his/her youth.

**Forcible Sodomy:** oral or anal sexual intercourse with another person forcibly and/or against that person's will or not forcibly or against the person's will where the victim is incapable of giving consent or because of his/her youth or because of his/her temporary or permanent mental or physical incapacity.

**Sex Offenses (non-forcible):** unlawful, non-forcible sexual intercourse.

**Incest:** non-forcible sexual intercourse between persons who are related to each other within the degrees wherein marriage is prohibited by law.

**Statutory Rape:** nonforcible sexual intercourse with a person who is under the statutory age of consent.

**Criminal Homicide, Manslaughter by Negligence:** the killing of another person through gross negligence.

**Criminal Homicide, Murder and Non-Negligent Manslaughter:** the willful killing of one human being by another.

## NEW YORK STATE PENALTIES FOR SEX OFFENSES – ARTICLE 130

The New York State definitions for sex offenses differ slightly from those required for the Annual Security Report (ASR) as they are based on two structures, the FBI Uniform Crime reporting (UCR)/National Incident based reporting system (NIBRS) definitions. The following is a summary of some of the sexual crimes as defined in the state statutes and the associated summary of penalties for these crimes. For the complete series of sex offenses refer to the New York State Penal Law - Article 130 - Sex Offenses.

### Section 130.20 – Sexual Misconduct

This offense includes sexual intercourse without consent and deviate sexual intercourse without consent or when a person engages in oral or anal sexual conduct with another person without that person's consent or when a person engages in sexual conduct with an animal or a dead human body. The penalty for violation of this section includes imprisonment for a definite period to be fixed by the court up to one year. **A class A misdemeanor.**

### ***Section 130.25/.30/.35 – Rape in the Third Degree, Rape in the Second Degree, Rape in the First Degree***

This series of offenses includes sexual intercourse with a person incapable of consent because of the use of forcible compulsion or because the person is incapable of consent due to a mental defect, mental incapacity, or physical helplessness. This series of offenses further includes sexual intercourse with a person under the age of consent. The penalties for violation of these sections range from imprisonment for a period not to exceed four years up to imprisonment for a period not to exceed 25 years. **A Class D Felony for sections 130.25, 130.30./A Class B Felony for Rape in the first degree punishable by 9-25 years in prison.**

### ***Section 130.40/.45/.50 – Criminal Sexual Act***

This series of offenses includes oral or anal sexual conduct with a person incapable of consent because of the use of forcible compulsion or because the person is incapable of consent due to a mental defect, mental incapacity, or physical helplessness. This series of offenses further includes oral or anal sexual conduct with a person under the age of consent. The penalties for violation of these sections range from imprisonment for a period not to exceed four years up to imprisonment for a period not to exceed 25 years.

**Class E - B Felony punishable by 1-25 years in prison.**

### ***Section 130.52 - Forcible Touching***

This offense involves the forcible touching of the sexual or other intimate parts of another person for the purpose of degrading or abusing such person; or for the purpose of gratifying the actor's sexual desire. Forcible touching includes the squeezing, grabbing, or pinching of such other person's sexual or other intimate parts. The penalty for violation of this section includes imprisonment for a period of up to one year in jail. **A class A misdemeanor punishable by up to one year in prison.**

### ***Section 130.55/.60/.65 – Sexual Abuse***

This series of offenses includes sexual contact with a person by forcible compulsion, or with a person who is incapable of consent due to physical helplessness, or due to the person being under the age of consent. The penalties for violation of these sections range from imprisonment for a period not to exceed three months up to imprisonment for a period not to exceed seven years. **Class B and A Misdemeanor and Class D Felony punishable by 1-7 years in prison.**

### ***Section 130.65-a/.66/.67/.70 – Aggravated Sexual Abuse***

This series of offenses occurs when a person inserts a finger or a foreign object in the vagina, urethra, penis or rectum of another person by forcible compulsion, when the

other person is incapable of consent by reason of being physically helpless, or when the other person is under the age of consent. The level of this offense is enhanced if the insertion of a finger or foreign object causes injury to the other person. The penalties for violation of these sections range from imprisonment for a period not to exceed seven years up to imprisonment for a period not to exceed 25 years. **A class E Felony - D felony - C Felony - B Felony punishable by 1-25 years in prison.**

### ***Persistent Sexual Abuse***

When a person stands convicted of sexual abuse in the third degree or sexual abuse in the second degree (and within the previous ten year period) has been convicted of two or more times, in separate criminal transactions for which sentence was imposed on separate occasions of sexual abuse in the second degree. **A Class E Felony punishable by 1-3 years in prison.**

### ***Section 130.80/130.75 - Course of Sexual Conduct Against a Child Second and First Degree***

When a person engages in two or more acts of sexual conduct with a child less than 11 years old, when a person being 18 or more engages in two or more a period of time not less than three months or when a person engages in sexual intercourse, oral or anal sexual conduct with a child less than 11 years old or being 18 or older has sexual intercourse or oral or anal sexual conduct with a child less than 13 years old. **A Class D and B Felony punishable by 4-25 years in prison.**

### ***Section 130.90 Facilitating a sex offense with a controlled substance***

When a person knowingly and unlawfully possesses a controlled substance or any preparation, compound mixture or substance that requires a prescription to obtain and administers such substance without such person's consent with the intent to commit a sex offense against such person or commits or attempts to commit such conduct constituting a felony sex offense. **A Class D Felony punishable by 4-7 years in prison.**

### ***Section 130.95/.96 Predatory Sexual Assault - Predatory Sexual Assault against a child***

When a person commits the act of rape first degree and other sex offenses and in the course of the commission of the crime or the immediate flight there from causes serious physical injury to the victim or uses or threatens the use of a dangerous instrument or has previous convictions under this series of offenses or article 255.25 or 263.05 (use of a child in a sexual performance) or the victim is a child less than 13 years of age. **Predatory sexual assault is a Class A-II Felony punishable by a minimum sentence of 10-25 years in prison.**



## HATE CRIMES

Intentionally commits the act or acts constituting the offense in whole or in substantial part because of a belief or perception regarding the race, color, national origin, ancestry, gender, religion, religious practice, age, disability or sexual orientation of a person, regardless of whether the belief or perception is correct. (See New York Penal Law 485.05) **when a person is victimized intentionally because of her/ his actual or perceived race, gender, sexual orientation, ethnicity, or disability.** Examples of hate crimes may include, but are not limited to: threatening phone calls, hate mail (including electronic mail), physical assaults, vandalism, destruction of property, and fire bombings.

### ***Hate Crime Statistics 2012-2014***

**In 2014** one hate crime was reported as follows: On-campus residence hall destruction of property (swastika drawn on poster) with ethnic bias.

**In 2013** one hate crime was reported as follows: On-campus destruction of property (swastika etched in wall) with ethnic bias.

**In 2012** one hate crime was reported as follows: On-campus in residence hall aggravated harassment (text message) with sexual orientation bias.

## STATISTICS

### Clery Act Criminal Offenses

The following criminal offenses (as defined under the FBI's Uniform Crime Reporting Handbook) are reportable offenses under the Clery Act (denoted with 1). Domestic Violence, Dating Violence and Stalking were added to the report in 2013 in accordance with the 3-7-13 VAWA amendments.:

	On- campus *			On-campus in Residence Halls **			Non-campus Building or Property			On Public Property			Total		
	2012	2013	2014	2012	2013	2014	2012	2013	2014	2012	2013	2014	2012	2013	2014
Murder <sup>1</sup>	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Manslaughter <sup>1</sup>	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Sex Offense - Forcible <sup>1</sup>	6	4	3	6	4	3	0	0	1~	0	0	0	6	4	3
Sex Offense - Nonforcible <sup>1</sup>	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Robbery <sup>1</sup>	1	0	0	0	0	0	0	0	0	0	0	0	1	0	0
Aggravated Assault <sup>1</sup>	7	1	4	2	1	3	1	0	0	0	0	1	8	1	4
Burglary <sup>1</sup>	27	35	21	27	29	21	1	1	1	0	0	0	28	36	21
Motor Vehicle Theft <sup>1</sup>	0	1	0	0	0	0	0	0	0	0	0	0	0	1	0
Arson <sup>1</sup>	0	1	0	0	1	0	0	0	0	0	0	0	0	1	0
Liquor Law Arrests	6	3	0	2	1	0	1	0	0	0	1	0	7	4	0
Liquor Law Discipline	242	177	142	235	172	139	1	2	0	0	0	0	243	179	142
Drug Law Arrests	112	100	81	54	46	37	0	1	0	4	7	2	116	108	83
Drug Law Discipline	47	44	42	32	35	31	0	0	0	0	0	0	47	44	42
Weapons Arrests	1	7	3	0	4	1	0	0	0	0	0	2	1	7	3
Weapons Discipline	2	0	0	2	0	0	0	0	0	0	0	0	2	0	0
Domestic Violence		0	2		0	1		0	0		0	1		0	2
Dating Violence		0	1		0	1		0	0		0	0		0	1
Stalking		0	0		0	0		0	0		0	0		0	0

#### Notes

\* These statistics include anonymous reports made to campus offices described in this report. They represent reports believed to be made in good faith but for which no verification has been established.

\*\* This category includes all on campus incidents, including those listed "In residence halls." These categories represent duplication and are not cumulative. \*\*On campus statistics include both incidents reported to police and those reported to non-police officials and may therefore contain multiple entries for the same incident.


~ This incident occurred at the SUNY Metro Center.


## SUNY OSWEGO CAMPUS PROPERTIES

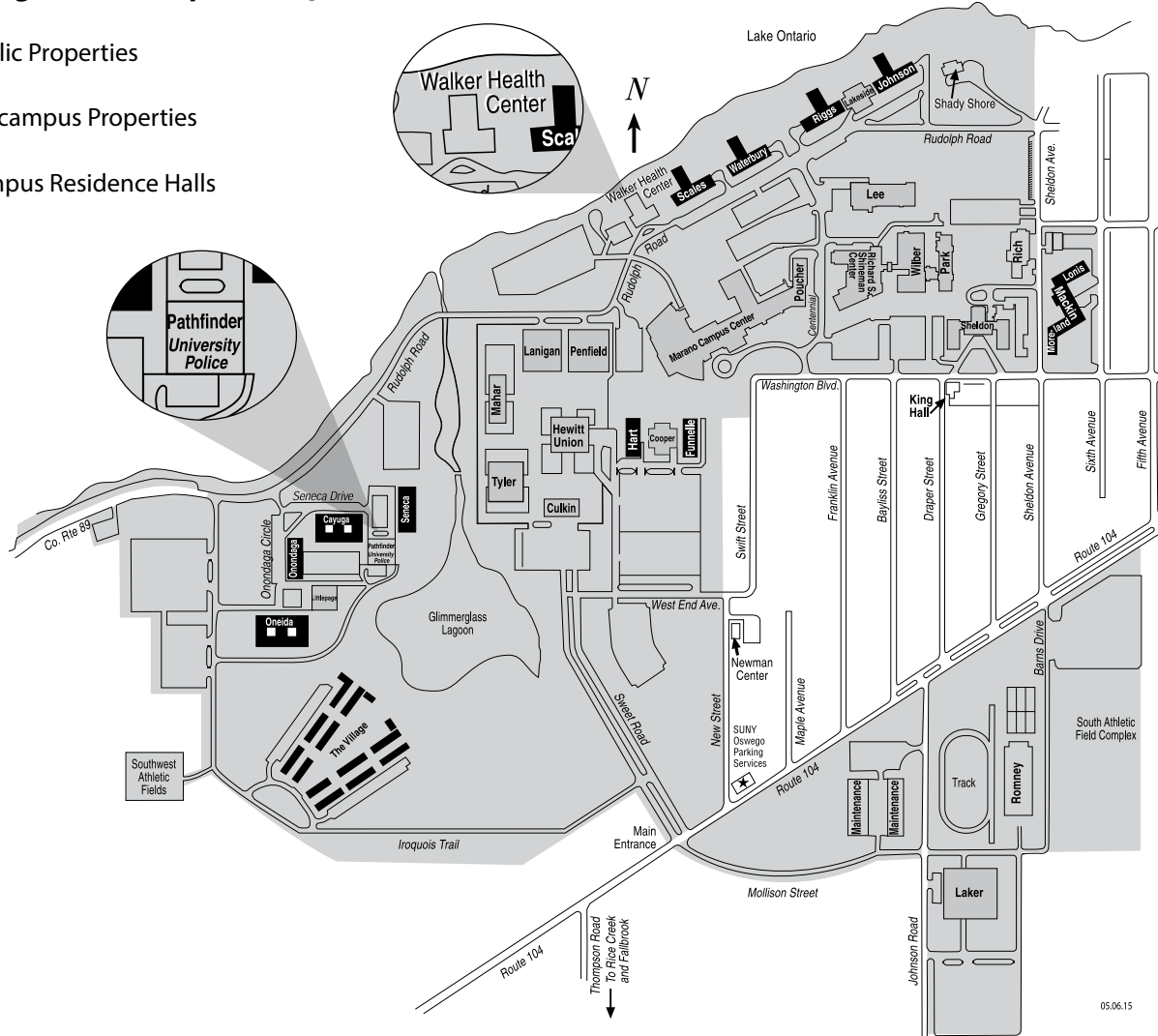
[oswego.edu/police](http://oswego.edu/police)

### SUNY Oswego Main Campus Oswego, NY

 Public Properties

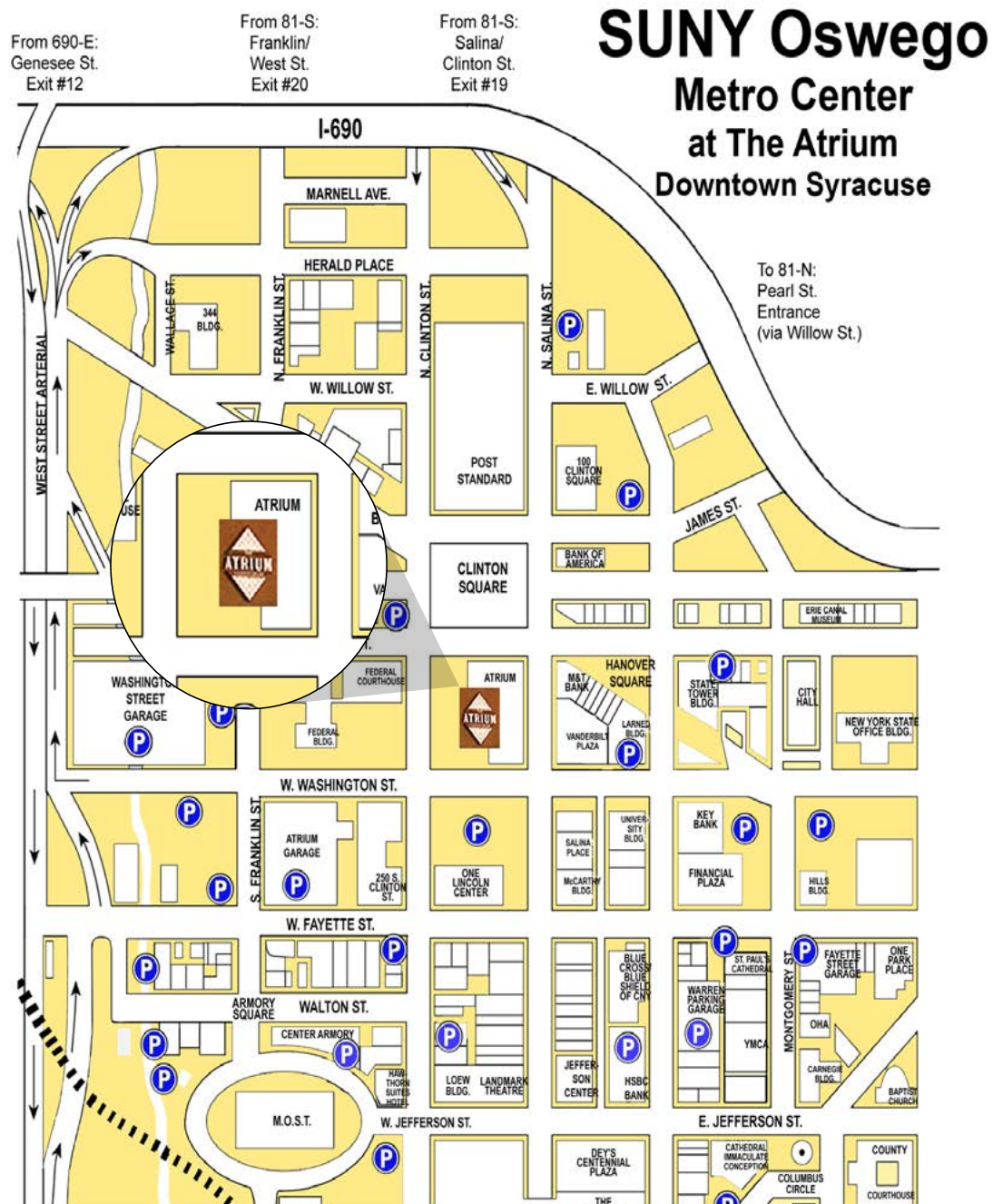
 On-campus Properties

 Campus Residence Halls



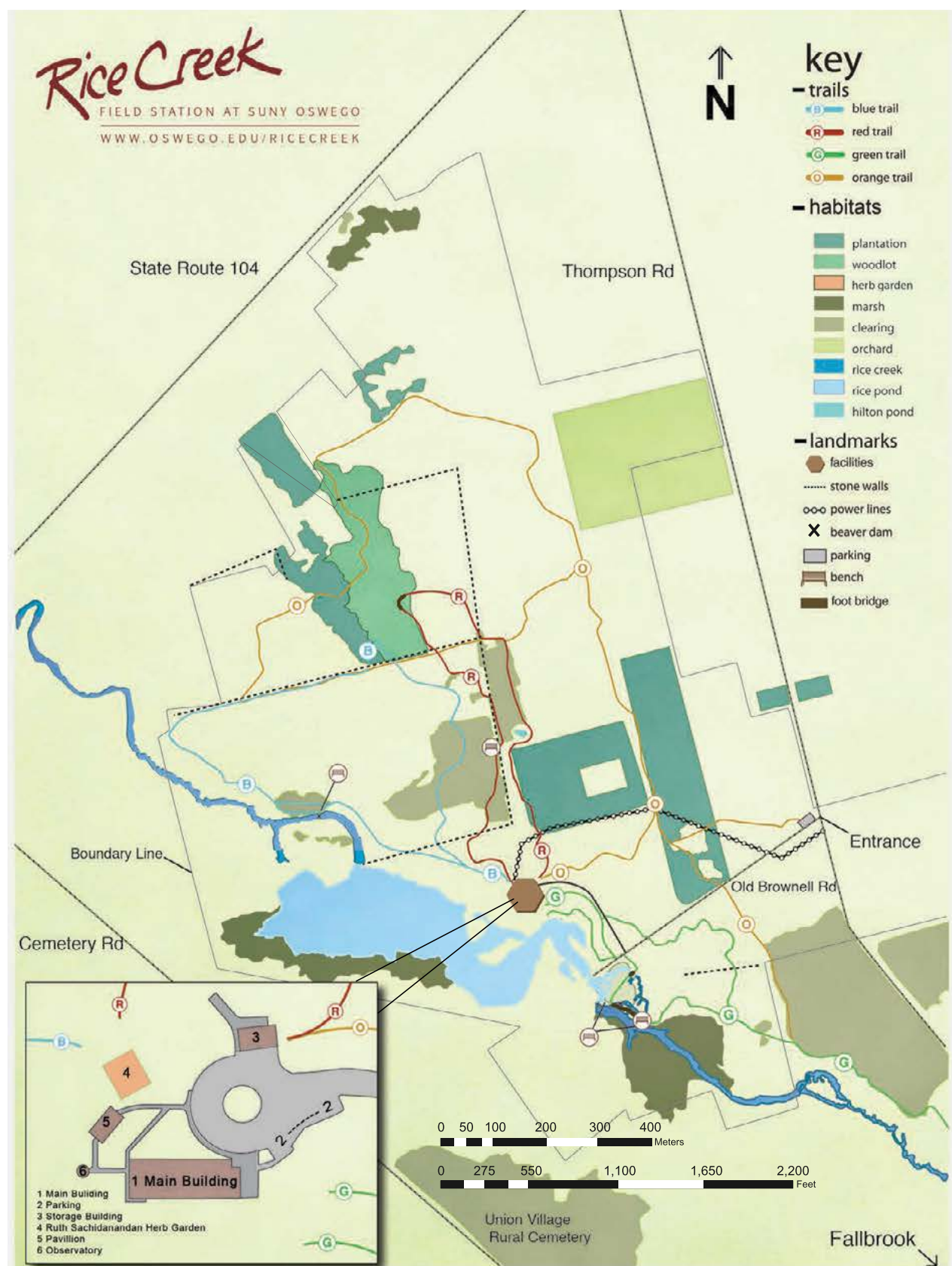
### NYS Regional Map





**Rice Creek Field Station** (see map below)

Oswego, NY

[oswego.edu/ricecreek](http://oswego.edu/ricecreek)



## 2014 ANNUAL FIRE SAFETY REPORT

SUNY Oswego's Fire Log is maintained and available by contacting the Environmental Health and Safety Office, Monday-Friday (7:30am - 3:30pm). The following chart is a compilation of fires that occurred in student housing facilities for calendar year 2014. Note that an arson incident would also be reported in the crime section of this document.

Note: The Federal Register, page 55912 states: "To clarify, any student housing facility that is owned or controlled by the institution, or is located on property that is owned or controlled by the institution, and is within the reasonably contiguous geographic area that makes up the campus is considered an on-campus student housing facility."

2014 "Fire Log"										
Day of Week	Date	Time Reported	Time Occurred	Location	Nature of Fire	# Injuries Treated at Med Facility	Deaths	Property Damage	Value of Damaged Property	UP Incident #
Zero	Zero	Zero	Zero	Zero	Zero	Zero	Zero	Zero	Zero	Zero
Zero	Zero	Zero	Zero	Zero	Zero	Zero	Zero	Zero	Zero	Zero

Note: There were no reported fires in SUNY Oswego's Residence Halls in 2014.

For the safety of all residents, the use and/or possession of the following items are **PROHIBITED** in any residence hall student rooms:

Incense	Microwave ovens
Refrigerators exceeding 6 cubic feet	Torchiere-style halogen lamps
Extension cords	Any other electrical appliance used for cooking or preparing food (Foreman grills/ovens, propane grills)
Grilling machines	Slow cookers
Sandwich makers	Crock Pots
Hot plates	Air conditioner
Toasters/toaster ovens	

The following items are **ALLOWED** in residence halls:

Alarm clock	Electronic equipment
Area rug	Hot pot with automatic shut-off
Coffee maker	Iron
Compact refrigerator (6 cubic ft. or less)	Memo board (provided in all residence halls effective August 2011)
Computer	Power strip (load limiting)
Crates/storage bins	
Dishware/utensils	

## FIRE SAFETY

The Environmental Health and Safety Office located in Lee Hall 315-312-3157 is responsible for the maintenance and inspection of fire safety systems on campus. Furthermore, this office conducts training on fire safety procedures and equipment operation. In the instance of any fire, smoke, gas leak, hazardous material spill, or any other emergency situation please contact University Police at 315-312-5555 or 911 from any campus extension.

Harmful chemicals and flammable liquids are not allowed to be stored or used in residence halls. Internal combustion engines are prohibited within the buildings.

Each campus room is permitted to have two refrigerators (maximum size of 6.0 cubic feet) that shall include UL-approved, three-pronged plugs, tight fitting door gaskets, and unfrayed electrical cords. Students may rent refrigerators from the Residence Life and Housing Office in addition to being allowed to bring their own.

SUNY Oswego joins more than 800 other colleges and universities in the United States that have adopted fully tobacco-free policies, among the nearly 1,200 that are smoke free.

Candles and incense of any type are not permitted in student rooms or apartments due to the potential fire threat. This includes any decorative or fragrant candles. Due to the danger of fire that candles and any open flame products pose such as; charcoal, propane, grills, stoves, and incense, they cannot be allowed in the residence halls. The use of candles for religious observances may be permitted under controlled circumstances approved by contacting the Fire Marshal in Environmental Health and Safety Office 315-312-3157.

### Fire Drills

State and federal agencies require a minimum number of fire drills in campus buildings every year. These fire drills allow occupants to familiarize themselves with the sound of the fire alarm, the location of emergency exits, and building evacuation procedures.

### Nuisance Alarms

Never tamper with life safety, fire detection equipment or fire alarm pull boxes. Intentionally creating a nuisance alarm is a crime and may result in suspension or expulsion from the college. Nuisance alarms annoy and create apathy among building occupants. Nuisance alarms are disruptive causing the response dispatch of emergency vehicles which may cause delays in response in the event that an actual fire occurs in another location.

### Arson

Arson is intentionally or recklessly causing a fire resulting in structural damage. Setting fires on campus property including igniting papers on bulletin boards, waste baskets, or as a prank is dangerous and can be potentially fatal. Dependent upon the classification of an Arson fire, will determine if it is a misdemeanor or felony which is punishable by imprisonment. If you witness an intentional fire setting no matter how minor, report it immediately to University Police 315-312-5555.

### Fire Safety Education and Training

**Residence Hall staff and students** are expected to familiarize themselves with the evacuation plan for the buildings they occupy including the identified assembly places. In the residence halls, students are instructed at the opening and floor/wing meetings on evacuation procedures. Programs are also presented in residence halls on various safety issues including fire safety.

**Students** are reminded about fire evacuation procedures during all hall meetings, floor meetings, or after problems occur during fire drills and accidental activations of the alarm. Additionally, all students receive a fire safety brochure.

Work requests are submitted to address items that require corrective action. Student rooms are inspected during Thanksgiving, winter and spring break, Annual Office of Fire Prevention and Control (OFPC) and Residence Life and Housing Health and Safety Inspection. Incidentals such as misuse of extension cords, candles, and small appliances without automatic shut-off devices are scrutinized. Any prohibited item found during an inspection is confiscated and-in some instances students shall be referred to the judicial process.

SUNY Oswego Staff, Office of Fire Prevention and Control, and Town of Oswego Volunteer Fire Department personnel perform annual fire safety training to student staff subjecting trainees to simulated smoke conditions and classroom instruction.

**Full time professional employees** take the **Right to Know** quiz when hired and all employees can access the Environmental Health and Safety web page for further training: [oswego.edu/administration/environmental\\_health\\_and\\_safety/](http://oswego.edu/administration/environmental_health_and_safety/)

**References:** *The Fire Code of New York State, Residence Student Handbook, Residence Life and Housing; "Live Where You Learn" (Student Guide to Living on Campus), Fire Safety for Residence Halls document, Resident Student Staff Manual.*

**Fire Safety Systems (Student Housing Facilities)**

Building	Assembly Space	Detection Type	Fire Sprinklers (Full, Partial, or Not Sprinklered)	Fire Alarm Sound (Horn or Voice)	Horn / Strobe (Yes or No)	Number of Fire Drills (Does not include summer session)
Oneida Hall	North Parking Lot of South Lawn	Heat / Smoke	Partial*	Horn	Yes	4 Annually
Mackin Complex	Sheldon East Parking Lot	Heat / Smoke	Partial*	Horn	Yes	4 Annually
Onondaga Hall	East Open Lot or West Parking Lot	Heat / Smoke	Partial*	Voice	Yes	4 Annually
Johnson Hall	South Parking Lot or North Lawn	Heat / Smoke	Fully	Voice	Yes	4 Annually
Cayuga Hall	North or South Lawn	Heat / Smoke	Partial*	Horn	Yes	4 Annually
Funnelle Hall	North Lawn or East Parking Lot	Heat / Smoke	Partial*	Voice	Yes	4 Annually
Riggs Hall	North Lawn or South Parking Lot	Heat / Smoke	Fully	Voice	Yes	4 Annually
Seneca Hall	East Open Lot or West Parking Lot	Heat / Smoke	Partial*	Voice	Yes	4 Annually
Hart Hall	South or West Parking Lots	Heat / Smoke	Partial*	Voice	Yes	4 Annually
Waterbury Hall	North Lawn or South Parking Lot	Heat / Smoke	Not Sprinklered	Horn	Yes	4 Annually
Scales Hall	North Lawn or South Parking Lot	Heat / Smoke	Not Sprinklered	Horn	Yes	4 Annually
Sheldon Hall	North, South, East or West Parking Lots	Heat / Smoke / Carbon Monoxide	Fully	Horn	Yes	4 Annually
Village Townhouses A-F	West Parking Lot and East Courtyard	Heat / Smoke / Carbon Monoxide	Fully	Horn	Yes	4 Annually
Village Townhouses G-L	East Parking Lot and West Courtyard	Heat / Smoke / Carbon Monoxide	Fully	Horn	Yes	4 Annually

\* Partial indicates some janitor closets, mechanical rooms and storage rooms are fire sprinklered.

**As residence halls are rehabilitated special attention is given to fire safety systems including fire sprinkler systems. Installation of the campus integrated fire alarm systems were completed in September 2010.**

**All fires shall be reported to University Police at 315-312-5555. Dialing 911 from a campus phone will ring into University Police.**

### **Responsibilities**

The Environmental Health and Safety Office have the following responsibilities under Emergency Action Plans:

- Reviewing and updating the safety standards;
- Evaluating the standard's effectiveness;
- Providing or coordinating Emergency Action Plan training;
- Reporting fires, emergencies, and related issues to the appropriate agencies;
- Providing information regarding this standard and specific responsibility to employees;
- Responding to or assisting with other campus emergencies.

**Supervisors** will assist with efforts to provide Emergency Action Plan training to employees.

**Students** have responsibility for:

- Reporting fires and other emergencies;
- Correcting or reporting unsafe conditions; and
- Observing evacuation procedures and protocol for other campus emergencies.

**Visitors** have the responsibility of observing evacuation procedures during any campus emergency.

**University Police** have responsibility for:

- Assisting with fire drills and emergency evacuations;
- Reporting fires and emergencies to the appropriate agencies; and
- Responding to or assisting with other campus emergencies.

**Staff, Faculty, and Student Staff** have responsibility for:

- Reporting fires and other emergencies;
- Correcting or reporting unsafe conditions; and
- Observing evacuation procedures and protocol for other campus emergencies

### **Emergency Evacuation**

In the residence halls, students are expected to leave the facility immediately whenever the fire alarm system is activated. They are instructed to not use elevators and particular stairwells (center stairwells in low rise halls). Staff members are expected to leave at the time of an alarm. Staff members report alarms to University Police providing any special conditions to University Police and to the local fire department they observe while evacuating the facility. Specific evacuation procedures and staff responses are outlined in the Resident Student Staff Manual.

### **Emergency Evacuation for People with Disabilities**

Procedures are in place for evacuating persons with disabilities. Safety is a consideration best addressed through proactive planning. Be conscious of your surroundings. Look for your closest exits prior to the time that you might need them. Plan alternate evacuation routes to safety. Advise others in advance that you may need assistance in the event of an emergency. People who are not able to leave in emergency situations by using the stairwells should go into an enclosed stairwell and wait for assistance.

Although some stairwells are large enough that a person using a wheelchair can remain on a landing without blocking the exit of others, some stairwells will not accommodate a wheelchair while others are exiting. If the stairwell is large enough and occupants are clear of the landing, move into the stairwell. If you are at a narrow stairwell, please wait for others to clear the floors above before moving into the stairwell.

Staff, faculty, and students should be alert to the presence of people with disability impairments in emergency situations and notify responding emergency personnel of their locations to request assistance in evacuating the building. If you are carrying a cell phone, please call 315-312-5555 to notify University Police to your location and situation. Otherwise, advise occupants exiting to notify emergency personnel as to your location and need for assistance.

## SAFETY DIRECTORY

### On-Campus Emergency Dial 911

S.A.V.A.C. (Campus Ambulance) 315-312-4000  
[oswego.edu/savac](http://oswego.edu/savac)  
[savac@oswego.edu](mailto:savac@oswego.edu)

University Police  
 315-312-5555 or 911 (from a campus phone)  
[oswego.edu/police](http://oswego.edu/police)

Off-Campus Emergency Dial 911

New York State Police 315-593-6194

Oswego City Police (non-emergency) 315-342-8120

Oswego County Sheriff 315-349-3411  
[co.oswego.ny.us/sheriff](http://co.oswego.ny.us/sheriff)

### Other Community Resources

Domestic Violence  
 800-942-6906  
[opdv.ny.gov](http://opdv.ny.gov)

NYS Office of Alcoholism and Substance Abuse Services  
 518-473-3460  
[oasas.ny.gov](http://oasas.ny.gov)

Oswego Hospital Emergency Room  
 315-349-5522 (Emergency Room)  
 315-349-5511 (Oswego Hospital Information)  
[oswegohealth.org](http://oswegohealth.org)

R.A.I.N.N. 800-656-HOPE  
 Rape Abuse and Incest National Network  
[rainn.org](http://rainn.org)

S.A.F. Services to Aid Families (Rape Crisis)  
 315-342-1600 or 7777 from on-campus phone  
 315-342-1544 (Crime Victim's Compensation number)  
[oco.org/crisis-development](http://oco.org/crisis-development)

### Other College Resources

Counseling Services Center 315-312-4416  
[oswego.edu/csc](http://oswego.edu/csc)

Dean of Students 315-312-4887

Disability Services 315-312-3358  
[oswego.edu/student/services/disabilities](http://oswego.edu/student/services/disabilities)

Employee Assistance Program (EAP) 315-312-5546  
[oswego.edu/eap](http://oswego.edu/eap)

General Information 315-312-2500

Human Resources 315-312-2230  
[oswego.edu/hr](http://oswego.edu/hr)

Legal Advisement 315-312-3601  
 (A service provided by Student Association)

Lifestyles Center 315-312-5648  
[oswego.edu/lifestyles](http://oswego.edu/lifestyles)

Residence Life and Housing 315-312-2246  
[oswego.edu/reslife](http://oswego.edu/reslife)

Student Conduct 315-312-3378  
[oswego.edu/student-conduct](http://oswego.edu/student-conduct)

Title IX 315-312-5604  
[oswego.edu/title-ix](http://oswego.edu/title-ix)

Walker Health Center 315-312-4100  
[oswego.edu/walker](http://oswego.edu/walker)



## REPORTS AVAILABLE

Each year, an email notification is made to all students, staff, and employees that provides the website address to access this report. Copies of this annual report may be printed in PDF format from the Oswego State University Police Department website [oswego.edu/police](http://oswego.edu/police) or requested from the following offices:

**University Police Department 315-312-5555**

**Office of Student Conduct 315-312-3378**

**Environmental Health and Safety Department 315-312-3150**

**This report was compiled by the University Police Department 315-312-5555, Office of Student Conduct 315-312-3378 and Environmental Health and Safety Department 315-312-3150. To request a printed copy of this report in its entirety, please contact any of the offices listed above.**

## Related Websites

[clerycenter.org](http://clerycenter.org)

[ed.gov](http://ed.gov)

[oswego.edu/title-ix](http://oswego.edu/title-ix)

7060 State Route 104, Oswego NY 13126  
[www.oswego.edu](http://www.oswego.edu)