A Message from the
Director of Campus Safety

Welcome to Colgate University!

The members of the Campus Safety Department at Colgate University strive to maintain the campus as a safe and pleasant place in which to live, work and study. By working collaboratively within our campus communities, students, faculty and staff can learn more about safety awareness. The community effort to identify and address safety related issues provides the balanced learning environment necessary for the fulfillment of our educational mission.

The University is located in a wonderful rural setting, one which challenges people not to become complacent and forget the potential for crime exists wherever we might be. Our community members travel throughout the world and our personal safety awareness learning becomes a life long educational tool for each of us to utilize in our daily lives. It is up to all of us to work together, and to assume a personal responsibility in taking precautions to prevent ourselves and others from becoming a victim of crime.

The information provided in this pamphlet is in compliance with the Jeanne Clery Disclosure of Campus Security Policy and Campus Crime Statistics Act. It is designed to inform, advise and alert the campus community of the current programs, policies and procedures related to crime awareness and reporting at Colgate University. An informed community is a safer community.

If you have questions about any of the information contained in this pamphlet, please call our office at (315) 228-7333.

Gary T. Bean, Director of Campus Safety
Campus Safety Department

The Campus Safety Department, located at 88 Hamilton Street (building between Merrill House and Sigma Chi fraternity), has officers on duty and provides Campus Safety services 24 hours a day, 7 days a week. The office itself is open 24 hours a day. The Campus Safety Department may be reached at any hour by dialing 228-7333 for routine requests.

To report an emergency to the Campus Safety Department: from a university extension dial 911, or (315) 228-7999 from a non-university extension, or cell phone. (Stickers on university telephones list Campus Safety Department phone numbers.)

In addition to the emergency telephone number, the university maintains emergency blue light phones throughout the campus, which provide immediate communication with the Campus Safety dispatcher. These blue light phones are identified by an overhead blue light.

Campus Safety Officers complete the Basic Course in Public and Private Law Enforcement, attending the New England Campus Security Officer Training Academy and are licensed security guards with the State of New York. Officers are also certified in cardio-pulmonary resuscitation (CPR), Automatic External Defibrillators (AED’s) and first aid, and attend several training programs each year on a variety of campus safety subjects.

The Campus Safety Department, in a cooperative agreement with the local Village of Hamilton Police Department, is training and elevating its campus safety patrol officers to police officer status. Campus Safety officers who have successfully completed the Basic Municipal Police Training Academy and obtain New York State police officer certification, are sworn police officers with the Hamilton Police Department, allowing them to make arrests. The Campus Safety Department continues to enjoy a cooperative working relationship with the Hamilton Police Department, Madison County Sheriffs Department and the New York State Police in all other areas and information between the various departments is routinely shared.

The Campus Safety Department reports to the Dean of the College, and is responsible for providing both emergency and non-emergency response on campus. Services provided by the Campus Safety Department include, but are not limited to:

- Campus policy and criminal investigations.
- Facility security patrols.
- Fire Safety responses, including inspecting, testing and maintaining all fire safety equipment and alarms, and conducting fire drills.
- Providing on campus non-emergency medical transports.
- Medical emergency responses.
- Vehicle and traffic enforcement.
- Campus parking registration and enforcement.
- Assisting on-campus motorists with battery jump-starts and vehicle unlocks.
- Issuing photo-identification cards.
- Administering student drivers’ licenses exams to permit operation of university vehicles.
- Maintaining a Lost and Found Department.
Physical Plant

The Physical Plant Department maintains university buildings and grounds with a concern for safety and security.

Outdoor lighting on the campus has been expanded, and annual lighting surveys are conducted to ensure all are in proper working order, and to assess the adequacy of existing lighting.

Charged with assessing and responding to safety concerns on campus, the Safety Advisory Committee, which consists of students, faculty, staff and administrators, meets regularly.

Crime Prevention and Educational Programs

The Colgate University Campus Safety Department takes a proactive approach in delivering a variety of Campus Safety services. As part of the institution’s educational mission, the Campus Safety Department offers advice to members of the university community on how best to reduce their chances of becoming a crime victim. The university’s crime prevention philosophy is one of eliminating or minimizing crime hazards and risks whenever possible, and encouraging students and employees to be responsible for their own safety and security, as well as the safety and security of others.

Campus Safety Educational Programs provided are:

Colgate 101 Orientation Program: A presentation presented as a formal part of First Year orientation at the start of each academic year. This presentation provides crime prevention tips and acquaints students with programs and services offered by the Campus Safety Department.

Adopt-A-Hall: An interactive program between Campus Safety Officers and students designed to promote a greater understanding of each other. One or more Campus Safety Officers are assigned to a residential unit and spend extra time in their area to get to know the residents and staff residing there. The main objective of the program is to make it easier for the various parties to approach each other with any questions or concerns they may have while continuing to expand upon the out of classroom learning experiences.

Operation Lock Down: An interactive program provided throughout the year designed to make the Colgate community more aware of the possibilities of theft within all University owned buildings as a result of unlocked and unattended rooms or offices.

Operation Identification: A program designed to create a greater sense of understanding of safety and security issues and to foster good community relations. Campus Safety officers schedule visitsations to residence halls, encouraging students to engrave an identification number on personal property
(i.e. stereos, computers, televisions, etc.). A record of the property and identification number is stored at the Campus Safety Department. By participating in this program, community members increase their chances of recovering stolen property and aid the criminal justice system in successfully prosecuting criminals. This program is highly recommended and made available campus-wide throughout the year.

**CUBIT:** Colgate University Bicycle Identification Tag program allows Colgate community members to register their bicycle with Campus Safety. The make, model, color, serial number, speeds, extra equipment, is recorded and then a CUBIT sticker is placed on the bicycle. In the event the bicycle is lost or stolen, the Campus Safety Department as well as other law enforcement agencies will be able to return the bicycle to the rightful owner. Campus Safety Officers also hang a tag on all bicycles found unlocked reminding everyone of the importance to secure their bicycle and/or register it with Campus Safety. This program is highly recommended and made available campus-wide throughout the year.

**Park Smart:** A crime prevention program that heightens a motor vehicle operator’s awareness while they are in parking areas. The program provides personal safety tips and recommends all valuables be placed out of sight and vehicles locked. Officers check vehicles and note if valuables are left in plain sight or if a vehicle is left unlocked. The vehicle’s owner is then contacted and reminded of the importance of parking lot safety. This program is conducted throughout the year.

**Fatal Vision:** An alcohol and drug prevention program, through the use of specially designed goggles, simulates the visual impairment caused by alcohol or other drugs. The main objective of the program is to demonstrate, first hand, how quickly impairment can turn fun into devastating consequences. This program is conducted throughout the year.

**Active Drug Awareness & Interdiction:** Drug awareness presentations are offered to all campus constituents, including resident students, fraternities and sororities, faculty and staff, student government and recognized student organizations.

**Residential Advisor Training:** Campus Safety Officers throughout the year assist the Residential Education office with residential advisor training, from drug awareness, to personal safety and security, to fire safety.

**Fire Safety:** All campus buildings and fire safety related equipment are routinely inspected according to regulations set forth by the New York State Office of Fire Prevention and Control. Fire Safety programs are conducted to address awareness issues of fire prevention, fire extinguishment, and the dangers and consequences of false (malicious) fire alarms. All of Colgate University’s residential facilities, to include the Fraternities and Sororities, are protected by fire suppression (sprinkler) systems.
Crime Prevention Services offered are:

Personal Safety Escorts: From dusk to dawn, escorts from and to any on-campus locations are provided to members of the campus throughout the year.

Residence Hall Security: Crime prevention presentations, accompanied by brochures, are offered to all resident students throughout the year. All residence halls have door code locks installed. For the safety and security of all residents, do not give the door code to anyone.

Enhanced Telephone System: All calls received by the Campus Safety Department from a university phone, Blue Light phone or Emergency phone are immediately identified by the telephone extension and/or location.

Blue Light Emergency Telephones: These emergency telephones are distinguished by the overhead blue light, are strategically located throughout the campus and are linked directly to the Campus Safety dispatcher.

Emergency Telephones: Interior emergency telephones are linked directly to the Campus Safety dispatcher and are located throughout campus.

Crime Prevention Presentations: Crime prevention presentations are offered to all campus constituents, including resident students, fraternities and sororities, faculty and staff, student government and recognized student organizations.

Printed Crime Prevention Materials: A wide variety of crime prevention publications are distributed and are also available at the Campus Safety Department Office.

Security Surveys: Security surveys are conducted of exterior lighting, perimeter security, doors, locks and grounds.

Fire and Security Alarm Systems: A sophisticated computer enhanced alarm system that monitors a campus wide network of fire, intrusion and duress alarms.

Architectural Design: The Campus Safety Department works closely with design engineers regarding physical security systems and fire safety equipment when new construction or major renovations are planned on campus.

Access to Campus Facilities

Campus buildings and facilities are accessible to members of the university community and to guests and visitors during normal business hours, Monday through Friday, and for designated hours on weekends.
Residential Facilities and Policies

Colgate University houses approximately 2,100 students in varied accommodations, including residence halls, community centered houses and apartment complexes. Students also reside in off-campus, non-university-owned and operated fraternities, sororities and apartments.

Services and programs intended to enhance the quality of life and the safety and security of our students are a major priority of the Campus Safety Department. Safety and security policies and procedures, especially regarding locking individual residence rooms and related precautions, are discussed with residents in crime prevention seminars, in routine meetings conducted by the Residential Education staff and in printed materials which are distributed by the staff. Residence halls are locked during the late evening hours and unlocked the following morning. The assistance of all students in not propping open doors or letting strangers into the halls is very important. Campus Safety Officers also patrol university-owned, on-campus housing.

Monitoring and Recording Criminal Activity at Reportable Noncampus and Public Property Locations Through Local Police Agencies

The Campus Safety Department is notified of crimes occurring at non-campus locations through other local law enforcement agencies when those agencies request assistance or when they routinely pass along information that may be of mutual interest. Annually, the Campus Safety Department requests a summary of criminal activity from local law enforcement agencies for:

- On-Campus buildings or property owned or controlled by the University
- Non-Campus buildings or property owned or controlled by student organizations that are recognized by the University.
- Non-Campus buildings or property owned or controlled by the University that are used in direct support of, or in relation to, the University’s educational purposes; are frequently used by students; and are not in the same reasonably contiguous geographic area of the University.
- Public property, including thoroughfares, streets, sidewalks, and parking facilities, that are within the campus or immediately adjacent to and accessible from the campus.

The jurisdiction of the Campus Safety Department does not extend to buildings or property owned or controlled by student organizations or public property; therefore, the Campus Safety Department’s role often is limited to sharing information with, coordinating and assisting other law enforcement agencies investigations of criminal activity at these locations.

The Campus Safety Department does provide crime prevention and fire safety educational programs and literature to those student organizations who reside in non-campus properties.
**Student Responsibility**

The cooperation, involvement and support of students in a campus safety program are crucial to its success. Students must assume responsibility for their own personal safety and security of their personal belongings by taking simple, common sense precautions. Precautions include always locking residence room doors, engraving valuables and recording the identification numbers, always locking motor vehicles and placing any valuables out of sight, locking bicycles with sturdy locks, utilizing the campus escort service and reporting any suspicious individuals immediately to the Campus Safety Department.

**Drug and Alcohol Policy**

Colgate University complies with federal, state and local laws including those which regulate the possession, use and sale of alcoholic beverages and controlled substances. All Colgate University students and employees are subject to New York State law, local statutes and ordinances, and Colgate’s alcohol and drug policy. Students and employees who violate state or local laws or University policies will be subject to University disciplinary and/or criminal action. Ignorance of the law and Colgate’s policy is not an excuse for any violations.

On the university’s premises, or at university-sponsored activities, the following are prohibited:

- Distribution, possession or use of any illegal drug or controlled substance.
- Providing alcoholic beverages to individuals under 21 years of age, or possession of alcoholic beverages by individuals under 21 years of age.
- Illegal possession of an open container of an alcoholic beverage, public intoxication, driving while intoxicated, and drinking alcoholic beverages in an unlicensed public place.

*The Student Handbook* details a range of sanctions for students found in violation of these prohibitions.

The University’s *Drug-Free School and Workplace Policy* is distributed annually to all institutional employees. Employees should refer to this policy for assistance with drug or alcohol related questions or problems. The University’s student alcohol and drug policy is listed in the *Colgate Student handbook*. Providing resources available to all students, the Colgate University Counseling Center and Student Health Center offer assessment and assistance to students with alcohol or drug problems.

**Weapons Possession**

It is a violation of university regulations to possess on campus or in fraternities or sororities, revolvers, pistols, handguns, chemical weapons (including mace), knives over 6” in length, gas or spring-powered pellet or “BB” guns or slingshot devices, paint guns, or any other substance or device designed to harm or
incapacitate. Rifles, shotguns, and paint guns are also not permitted on campus or in university buildings, and may be safely stored at the Campus Safety Department.

The discharging of weapons on the Colgate campus or in the Village of Hamilton is illegal and poses an obvious threat to the lives and safety of residents and will result in severe disciplinary and / or legal action against those responsible.

**Sexual Assault Awareness**

Colgate University provides several resources where information and support for sexual assault victims may be obtained. Each fall, all first year students are provided with information concerning these available resources. In conjunction with the Dean of the College staff, the Sexual Issues Group (SIG), the Sexual Consultation and Resource Center (SCRC), and Men Advocating for Change (MAC), rape awareness education and prevention presentations are made to members of the university community throughout the year.

Sexual assault victims are encouraged to immediately report all sexual assaults to the Campus Safety Department and to the local police. The Campus Safety Department will also provide any requested assistance in the notification of other law enforcement agencies or other support services. It is also very important that all evidence be preserved for law enforcement officials.

If the victim so wishes, on-campus disciplinary action may be initiated. This process entitles both the accused and the accuser the same opportunities to have others present during a campus disciplinary proceeding, and both shall also be informed of the outcome of any such disciplinary proceeding. Possible sanctions may include suspension or expulsion from the University.

Available on-campus resources for sexual assault victims include the Student Health Center, Counseling Center, Campus Safety Department, Dean of the College Office, Associate Dean of the Faculty Office, Office of Residential Education and the Sexual Consultation and Resource Center. Off-campus resources include the Community Memorial Hospital of Hamilton and the Rape Crisis Center of Syracuse.

Assistance in changing housing arrangements, if requested, is available through the Office of Residential Education. Assistance in changing academic classes, if requested, is available through the Dean’s office.

The *Student Handbook* and the *Know Your Options* booklet provide more detailed information and are available from the Dean of the College Office, Campus Safety Department Office and the students’ deans’ office.

**Access to Law Enforcement Agency Information Concerning Registered Sex Offenders**

Members of the Colgate University community who wish to obtain information concerning registered sex offenders may do so by contacting the Hamilton Police Department at (315) 824-3311. Information concerning high risk (level 3) registered sex offenders can be obtained by visiting the New York State
Department of Criminal Justice Services’ Sex Offender registry’s web site at http://criminaljustice.state.ny.us.

Information contained in the Sex Offender Registry shall not be used to injure, harass, or commit a criminal act against any person. Any person who improperly uses Sex Offender Registry information may be subject to criminal prosecution.

Crime Reporting

All members of the Colgate community are encouraged to promptly report all crimes to the Campus Safety Department Office or the Hamilton Police Department. Prompt and accurate reporting are valuable assets to law enforcement personnel responding to and investigating a criminal offense. It is important to note that some victims may not report incidents of crime to the Campus Safety Department Office or the police, but may confide in various confidential sources.

A voluntary confidential report provides an individual the opportunity to report a crime for statistical information to be included in this annual crime statistics report. University counselors, physicians and pastors are also encouraged to refer individuals to report crimes on a voluntary confidential basis. To file a voluntary confidential report contact Gary Bean, Director of Campus Safety, or Viola Neubauer, Assistant Director of Campus Safety, at extension 7333. While retaining confidentiality, the University may decide if an investigation needs to be conducted by Campus Safety.

Numerous efforts are made to advise members of the campus community on a timely basis about campus crime and crime-related problems. These efforts include:

- **Annual Report**: A comprehensive annual report of crime-related information is compiled, published and widely distributed. This report is also available at the Campus Safety Department Office, Human Resources Office and the Admissions Office.
- **Student Newspaper**: The student newspaper, *The Colgate Maroon-News*, is communicated with on a regular basis, and articles are published to inform the campus of specific Campus Safety concerns. *The Colgate-Maroon News* also publishes the Campus Safety Blotter, a weekly summary of the incidents reported to Campus Safety. The blotter can also be found on the Campus Safety Department’s web page at: http://offices.colgate.edu/campus_safety.
- **Campus Safety Alerts**: When circumstances warrant, special printed Campus Safety Alerts are prepared and distributed throughout the campus. Alerts can also be found on our web page.

Crime Statistics

The following statistics for the calendar years of 2003, 2004 and 2005 were
reported to the Campus Safety Department, other University officials or the Hamilton Police Department. The statistics reflect crimes which occur not only on campus, but also at non-campus property, public property and specifically in residential facilities.

Note: The Hamilton Police Department’s crime statistics for the calendar years 2003, 2004, and 2005 were not available when these crime statistics were compiled.

The definitions for campus, non-campus building or property and public property are excerpted from the Federal Register.

**Campus:** (1) Any building or property owned or controlled by an institution within the same reasonably contiguous geographic area and used by the institution in direct support of, or in a manner related to, the institution’s educational purposes, including residence halls; and (2) Any building or property that is within or reasonably contiguous to the area identified in paragraph (1) of this definition, that is owned by the institution but controlled by another person, is frequently used by students, and supports institutional purposes (such as a food or other retail vendor).

**Residential Facilities:** Dormitories or other residential accommodations for students on campus.

**Non-campus building or property:** (1) Any building or property owned or controlled by a student organization that is officially recognized by the institution; or (2) Any building or property owned or controlled by an institution that is used in direct support of, or in relation to, the institution’s educational purposes, is frequently used by students, and is not within the same reasonably contiguous geographic area of the institution.

**Public property:** All public property, including thoroughfares, streets, sidewalks, and parking facilities, that is within the campus, or immediately adjacent to and accessible from the campus.

The definitions for arson, criminal homicide, robbery, aggravated assault, burglary, motor vehicle theft, forcible and nonforcible sex offenses, weapon law violations, drug abuse violations and liquor law violations are excerpted from the Uniform Crime Reporting Handbook.

**Arson**
Any willful or malicious burning or attempt to burn, with or without intent to defraud, a dwelling house, public building, motor vehicle or aircraft, personal property of another, etc.
Criminal Homicide — Negligent Manslaughter
The killing of another person through gross negligence.

Criminal Homicide — Murder and Non-negligent Manslaughter
The willful (non-negligent) killing of one human being by another.

Robbery
The taking of or attempting to take anything of value from the care, custody or control of a person or 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 for the purpose of inflicting severe or aggravated bodily injury. This type of assault usually is accompanied by the use of a weapon or by means likely to produce death or great bodily harm.

Burglary
The unlawful entry of a structure to commit a felony or a theft.

Motor Vehicle Theft
The theft or attempted theft of a motor vehicle.

Weapon Law Violations
The violation of laws or ordinances dealing with weapon offenses, regulatory in nature, such as manufacture, sale, or possession of deadly weapons; carrying deadly weapons, concealed or openly; furnishing deadly weapons to minors; aliens possessing deadly weapons; and all attempts to commit any of the aforementioned.

Drug Abuse Violations
Violations of state and local laws about the unlawful possession, sale, use, growing, manufacturing, and making of narcotic drugs. The relevant substances include opium or cocaine and their derivatives, (morphine, heroin, codeine), marijuana, synthetic narcotics (Demerol, methadone), and dangerous nonnarcotic drugs (barbiturates, Benzedrine).

Liquor Law Violations
The violation of laws or ordinances prohibiting the manufacture, sale, transporting, furnishing, or possessing of intoxicating liquor; maintaining unlawful drinking places; bootlegging; operating a still; furnishing liquor to a minor or intemperate person; using a vehicle for illegal transportation of liquor; drinking on a train or public conveyance; and all attempts to commit any of the aforementioned. (Drunkenness and driving under the influence are not included in this definition.)
The Sex Offenses definitions are excerpted from the *Uniform Crime Reporting Handbook, National Incident-Based Reporting System edition*.

**Sex Offenses-Forcible**

Any sexual act directed against 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.

_A. Forcible Rape_ — The carnal knowledge of a 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 because of his/her temporary or permanent mental or physical incapacity (or because of his/her youth).

_B. 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 because of his/her youth or because of his/her temporary or permanent mental or physical incapacity.

_C. Sexual Assault With An Object_ — The use of an object or instrument to unlawfully penetrate, however slightly, the genital or anal opening of the body of 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 because of his/her youth, or because of his/her temporary or permanent mental or physical incapacity.

_D. Forcible Fondling_ — 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, not forcibly or against the person’s will where the victim is incapable of giving consent 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.

_A. Incest_ — Non-forcible sexual intercourse between persons who are related to each other within the degrees wherein marriage is prohibited by law.

_B. Statutory Rape_ — Non-forcible sexual intercourse with a person who is under the statutory age of consent.
<table>
<thead>
<tr>
<th>Offense</th>
<th>Year</th>
<th>On-Campus Property</th>
<th>Residential Facilities*</th>
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Crimes reported in the residential facilities are also included in the On Campus category. None of the above listed incidents were listed as “Hate Crimes”.

In both calendar years of 2004 and 2005, one additional forcible sex offense was reported to Campus Safety, which is not listed above since they occurred in a non reportable area.
### Judicial Referral

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<td>0</td>
<td>0</td>
<td>0</td>
<td>0</td>
</tr>
<tr>
<td>Weapons</td>
<td>2004</td>
<td>6</td>
<td>6</td>
<td>0</td>
<td>0</td>
</tr>
<tr>
<td>Possession</td>
<td>2005</td>
<td>4</td>
<td>4</td>
<td>0</td>
<td>0</td>
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</table>

Driving While Intoxicated (DWI) is not a federal reporting category and offenses are not included in the liquor law violations. There was one (1) DWI case during 2003 that occurred on campus.

### Arrests

<table>
<thead>
<tr>
<th>Offense</th>
<th>Year</th>
<th>On-Campus Property</th>
<th>Residential Facilities*</th>
<th>Non-Campus Building or Property</th>
<th>Public Property</th>
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</thead>
<tbody>
<tr>
<td>Liquor Law</td>
<td>2003</td>
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<td>2005</td>
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<td>Drug Law</td>
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<td>2005</td>
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<tr>
<td>Illegal</td>
<td>2003</td>
<td>3</td>
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<tr>
<td>Weapons</td>
<td>2004</td>
<td>1</td>
<td>1</td>
<td>0</td>
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<tr>
<td>Possession</td>
<td>2005</td>
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<td>1</td>
<td>0</td>
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</tr>
</tbody>
</table>
Telephone Numbers

Campus Safety Emergency  911 from on-campus phones
or (315) 228-7911 from off-campus or cell phones

Campus Safety Business ..........................7333
Campus Safety TTY ..............................6002
Counseling Center ...............................7385
Dean of the College ............................7425
Dean of the Faculty .............................7222
Associate Dean of the Faculty ...............7220
Human Resources ...............................7411
Residential Education .........................7372
Student Health Center .........................7750
Hamilton Police ...............................824-3333
Community Memorial Hospital .............824-1100
Rape Crisis Center of Syracuse ............422-7273

From a non-university telephone, dial 228, then the extension.
From a cell phone, dial (315) 228, then the extension.

Colgate University Campus Safety Department
13 Oak Drive, Hamilton, New York 13346
315-228-7333

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