A Message from the
Director of Campus Safety

The men and women of the Colgate University Campus Safety Department are dedicated to maintaining the campus as a safe and pleasant place in which to live, work and study. However, a truly safe campus can only be achieved through the cooperation of all students, faculty and staff. We should keep in mind that the potential for crime does exist, and as such each of us should assume a personal responsibility by taking precautions to prevent ourselves from becoming a victim of crime.

The information provided in this pamphlet 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, and is in compliance with the Jeanne Clery Act (formally known as the Crime Awareness and Campus Security Act of 1990).

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 (red 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, or 911 for emergencies.

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) and first aid, and attend several training programs each year on a variety of campus safety subjects.

Beginning this year, the Campus Safety Department, in a cooperative agreement with the local Village of Hamilton Police Department, is training and changing all of its campus safety patrol officers to police officer status. Campus Safety officers who have successfully completed the Basic Municipal Police Training Academy and obtained 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 in all other areas and information between the two departments is routinely shared.

The Campus Safety Department reports to the Dean of the College, and is responsible for providing emergency response on campus, and for providing Campus Safety services to the university community. The Campus Safety Department is also responsible for providing the following support services:

- Issuing photo-identification cards.
- Inspecting, testing and maintaining all fire safety equipment and alarms, and conducting fire drills.
- Providing crime prevention information and programming.
- Providing personal safety escorts.
- Providing on campus non-emergency medical transports.
- Registering motor vehicles and issuing parking permits.
- Assisting on-campus motorists with battery jump-starts and vehicle unlocks.
• Administering exams and issuing student drivers’ licenses to permit operation of university vehicles.
• Maintaining a Lost and Found Department.

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

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

For routine business calls, the Campus Safety Department can be reached at extension 7333, or 228-7333.

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 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

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 criminal opportunities whenever possible, and encouraging students and employees to be responsible for their own safety and security.

Crime Prevention services the Campus Safety Department offers are:
• **Personal Safety Escorts**: From dusk to dawn, escorts from and to any on-campus locations are provided to members of the campus.

• **Residence Hall Security**: Crime prevention presentations, accompanied by brochures, are offered to all resident students.

• **All residence halls have door code locks installed. For the safety and security of all residents, do not give the door code to anyone.**

• **Emergency Telephones**: Interior and exterior emergency telephones are linked directly to the Campus Safety dispatcher.

• **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.

• **Operation Identification**: The engraving of identifying numbers on items of value is highly recommended and made available campus-wide.

• **Rape Awareness: Education and Prevention**: In conjunction with the Dean of the College staff and the Sexual Crisis Resource Center (SCRC), rape awareness education and prevention presentations are made to members of the university community.

• **Enhanced Telephone System**: All calls made from all emergency call boxes are immediately identified by exact location. In addition, all calls received by the Campus Safety Department from university phones are immediately identified by the telephone extension.

• **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.
• **Fire Safety**: All campus buildings are inspected annually according to regulations set forth by the New York State Education Department and local codes set forth by the New York State Fire Prevention and Construction Code. Fire Safety programs are conducted in resident halls addressing awareness issues of fire prevention, fire extinguishment, and the dangers and consequences of false (malicious) fire alarms.

**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 X 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 1998 were reported to the Campus Safety Department, other University officials or the Hamilton Police Department, and were reported to have occurred on campus. Due to changes in Federal reporting requirements, the 1999 and 2000 calendar year statistics are broken out into more extensive categories than in the previous years and reflects crimes which occur not only on campus, but also at non campus property, public property and specifically in residential facilities (definitions for the property types can be found in the definition section).

**Calendar Year**

<table>
<thead>
<tr>
<th>Crimes Reported</th>
<th>1998</th>
</tr>
</thead>
<tbody>
<tr>
<td>Murder</td>
<td>0</td>
</tr>
<tr>
<td>Sex Offenses</td>
<td></td>
</tr>
<tr>
<td>Forcible Fondling</td>
<td>0</td>
</tr>
<tr>
<td>Forcible Rape</td>
<td>1</td>
</tr>
<tr>
<td>Forcible Sodomy</td>
<td>0</td>
</tr>
<tr>
<td>Incest</td>
<td>0</td>
</tr>
<tr>
<td>Sexual Assault w/Object</td>
<td>0</td>
</tr>
<tr>
<td>Statutory rape</td>
<td>0</td>
</tr>
</tbody>
</table>
**Crimes Reported** 1998

<table>
<thead>
<tr>
<th>Crime</th>
<th>Count</th>
</tr>
</thead>
<tbody>
<tr>
<td>Robbery</td>
<td>0</td>
</tr>
<tr>
<td>Aggravated Assault</td>
<td>0</td>
</tr>
<tr>
<td>Burglary</td>
<td>11</td>
</tr>
<tr>
<td>Motor Vehicle Theft</td>
<td>1</td>
</tr>
<tr>
<td>Arson</td>
<td>2</td>
</tr>
</tbody>
</table>

The following are the number of *on-campus arrests* for the listed offenses:

**Calendar Year**

<table>
<thead>
<tr>
<th>Arrests</th>
<th>Count</th>
</tr>
</thead>
<tbody>
<tr>
<td>Liquor law violations*</td>
<td>3</td>
</tr>
<tr>
<td>Drug abuse violations</td>
<td>3</td>
</tr>
<tr>
<td>Weapons possessions</td>
<td>0</td>
</tr>
</tbody>
</table>

*University Officials may use discretion in matters relating to liquor law violations, and often refer such cases to the campus disciplinary system. Such cases would not be regarded as arrests.*

None of the above incidents were classified as “hate crimes”.
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).

**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, National Incident-Based Reporting System edition*.

**Arson**
To unlawfully and intentionally damage, or attempt to damage, any real or personal property by fire or incendiary device.

**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, or attempting to take, anything of value under confrontational circumstances from the control, custody, or care of another person by force or threat of force or violence and/or by putting the victim in fear of immediate harm.

Aggravated Assault
An unlawful attack by one person upon another herein the offender uses a weapon or displays it in a threatening manner, or the victim suffers obvious severe or aggravated bodily injury involving apparent broken bones, loss of teeth, possible internal injury, severe laceration, or loss of consciousness. This also includes assault with disease (as in cases when the offender is aware that he/she is infected with a deadly disease and deliberately attempts to inflict the disease by biting, spitting, etc.).

Burglary
The unlawful entry into a building or other structure with the intent to commit a felony or a theft.

Motor Vehicle Theft
The theft of a motor vehicle.

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.
B. **Forcible Sodomy**-Oral or anal sexual intercourse with another person, forcibly and/or against that person’s will; or not forcibly 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.

**Weapon Law Violations**
The violation of laws or ordinances prohibiting the manufacture, sale, purchase, transportation, possession,
concealment, or use of firearms, cutting instruments, explosives, incendiary devices or other deadly weapons.

*Drug Abuse Violations*

The unlawful cultivation, manufacture, distribution, sale, use, possession, transportation, or importation of any controlled drug or narcotic substance.

*Liquor Law Violations*

The violation of laws or ordinances prohibiting the manufacture, sale, purchase, transportation, possession or use of alcoholic beverages.

**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 during orientation are provided with information concerning these available resources, and the procedures to follow should they request such services.

Sexual assault victims are encouraged to immediately report all sexual assaults to the Campus Safety Department and to the local police. We 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 Life and the Sexual Crisis 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 Life. Assistance in changing academic classes, if requested, is available through the Dean’s office.
In addition to the Student Handbook, the Know Your Options, and the Rape, Sexual Abuse, Sexual Harassment booklets 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 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, special interest 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 Residence Life 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.

Fraternities and Sororities

Fraternities and sororities, as off-campus, non-university-owned or operated houses, are responsible for their individual house security. However, the Campus Safety Department does provide crime prevention and fire safety educational programs and literature to those who reside in fraternities and sororities.

Fraternities and sororities are under the jurisdiction of the Village of Hamilton Police. However, the Campus Safety Department
does respond to calls for emergency assistance, and assists the Hamilton Police Department.

**Drug and Alcohol Policy**

The University’s *Drug-Free School and Workplace Policy* is distributed annually to all institutional employees. The University’s student alcohol and drug policy is listed in the *Colgate Student* handbook.

Colgate University complies with federal, state and local laws including those which regulate the possession, use and sale of alcoholic beverages and controlled substances. 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.

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. Employees should refer to the *Drug-Free School and Workplace Policy* for assistance with drug or alcohol related questions or 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.

**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.

**Telephone Numbers**

*Campus Safety Emergency ..................... 911  
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 Life .................................................... 7372  
Sexual Crisis Resource Center .................. 7070  
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.

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

This brochure is distributed to all students and employees, in compliance with the *Jeanne Clery Act*