

## **Personal Safety Committee 2009-2010 Annual Report**

**Committee Members:** Kim Bilinski, Vicky Briars, Kerrie Bondi, Thomas Buneo, Tabitha Buggie-Hunt, Mike Casamassima, Jaclyn Chafetz, Scott Kenney, Tamara Kenney, Kathy Mapes, Ashley Mervine, Christina Miller, Skye Naslund, Dave Norton, Danielle Relyea, Adam Schnacenberg, Kathleen Trainor, James Williams

### **The Committee was charged by President Dahl to:**

1. conduct a comprehensive review of the College's most recent Annual Security Report, to assess whether it includes all of the required information and to evaluate its accessibility and readability to the campus community
2. evaluate the effectiveness of the campus notification process in the case of a campus emergency
3. conduct an audit of the location, use, and effectiveness of all surveillance cameras used for the recording and monitoring of public areas for non-instructional purposes and disseminate the results of that audit to the College community
4. coordinate the annual campus safety walk, and prepare a report on the walk

**Charge Number one:** conduct a comprehensive review of the College's most recent Annual Security Report, to assess whether it includes all the required information and to evaluate its accessibility and readability (Kathy Mapes, Thomas Buneo, Mike Casamassima, Kathy Trainor, Tamara Kenney, Kim Bilinski., Adam Schnacenberg, Tabitha Buggie-Hunt)

The subcommittee read through the Annual Report, line by line, checking it against the legal mandates of the Jeanne Clery Disclosure of Campus Security Policy and Campus Crime Statistics Act and found that the Report met all federal requirements. This finding confirms the findings of the United States' Department of Education review of the College's compliance with the Clery Act, dated November 2, 2009. (Appendix A)

All committee members also found that the Annual Security Report is easily accessible, as in-coming students are handed a copy of the report during orientation. The Report is also easily accessible on the College's Public Safety Committee web site. While the Committee found the report accessible, it did not find the report as readable as it could be. Students on the committee complained that the language was rather "legalese" (a view shared by staff and faculty members on the committee) and that the dense language and rather standard format did not make it easy to find the relevant information. An informal polling in one class revealed that while students were generally aware of the report due to its distinctive color (pink in the current year) none had actually read through the report and only a handful had actually looked at the crime statistics.

During a meeting on February 19, 2010 subcommittee members discussed in depth possible ways to make the Annual Security Report and/or much of the information in the report, more readable and hence even more accessible to the student body. Members suggested that providing a redesigned version of the report with additional bolded headings, larger font size, a clearer breakdown of categories, as well as the use of more colloquial language would make the report of greater use to the

student body. The subcommittee also reviewed SUNY Cortland's Campus Security and Fire Safety Report and found it to be a good example of what SUNY Geneseo should try to replicate as its use of boxes, bold font and bullet points made it much more readable for students. (Appendix B) However, it should be noted, that this kind of revision would require a significant commitment in terms of resources as well as cooperation across campus groups and agencies.

**Charge Number 2:** campus emergency notification (Scott Kenney, Jim Williams, Vicky Briars, Danielle Relyea, Ben Swanson, Kerrie Bondi, Ashley Mervine, Dave Norton)

The President's second charge, to evaluate the effectiveness of the campus notification process in the case of a campus emergency.

Emergency Notification – The sub-committee met and analyzed the survey results from 2007-2009. These results indicate that the current process effectively reaches most areas of the college community. The committee expressed concern with notifications reaching members of the community without access to computers or phones. Examples of these persons were athletes, grounds workers and custodians. The committee was informed that a consultant has been hired to plan an active notification system for the college.

On February 4, 2010 at 1:30 PM the sub-committee Scott Kenney, Jim Williams, Kerrie Bondi, Dave Norton, and Vicky Briars) met at the University Police Department. The committee felt that the best way to evaluate the effectiveness of the emergency notification process would be to analyze the survey tools that had been collected after campus wide tests in 2007, 2008, and 2009. The questions asked on the surveys are as follows:

1. Through which of the following did you receive the emergency test message? (Check all that apply)
2. Of the following means for communicating emergency messages, please indicate three that you would find most effective
3. What additional feedback do you have to share regarding this test and Geneseo's emergency communications preparedness?
4. Have you registered with NY-Alert?
5. If not why?

Questions 1 and 2 have the following choices:

911-I email message  
Saw message on Geneseo's homepage  
Saw message on myGeneseo web portal  
NY-Alert phone call/voice mail  
NY-Alert text message  
NY-Alert email  
NY-Alert fax  
Campus cable/plasma TV display –Erwin  
Campus cable/plasma TVdisplay –College Union

Campus cable/plasma TVdisplay – Newton  
Campus cable/plasma – TV display- Milne  
Campus cable/plasma – TV display – other location  
GSU Radio announcement  
GSTV public service announcement  
Saw signs on campus  
Heard PA announcement from UP vehicle  
Did not see/receive emergency test message  
Other

The committee feels that based on the survey results, Geneseo has a well balanced system for emergency notifications. Very few people indicated that they did not see/receive the emergency test message. (1% in 2007, 3% in 2008, 4% in 2009) Despite the urging of the College some of these people indicated they had not yet registered with NY-Alert.

The committee feels that upgrades to NY-Alert continue to improve the way alerts are received. Many of the comments on the 2007 survey with regard to problems with voice mail messages and cellular phone carriers have been improved base on comments from 2008 and 2009.

The committee does recognize that very few people were able hear the PA announcements made from the University Police patrol vehicles (8% in 2007, 1% in 2008 and 10% in 2009). Some people commented that they did hear the announcements but were unable to understand the message. Scott Kenney stated that for many emergencies his department would not have the time or manpower to make these announcements due to having to deal with the emergency. Dave Norton from Facilities Planning did inform the committee that the College is in the process of hiring a consulting firm to address this deficiency. The College plans on purchasing an “Active Notification System” based on the recommendations of the consulting firm. The committee feels that once this new system is implemented, the effectiveness of the emergency notification process will be improved.

The committee noted that the campus-wide emergency tests have all been conducted with advance warnings to students, staff and faculty members. The committee feels that unplanned tests would be beneficial to truly test the system. This type of test would test redundancy in staff training since persons with actual responsibilities would not be pre-warned. Scott Kenney reported that the Disaster Planning Committee does have plans to test the communication plan in an unannounced fashion sometime this semester.

On February 24, 2010 at 11:00AM, the Disaster Planning Committee initiated an unannounced emergency alert activation exercise. The purpose of this event was to try to identify problems in the system and to see how the campus reacts without forewarning. The committee reported that a few areas of the College did not react to the alert in a timely manner. Specifically, the College home page, residence hall door postings, and reservations TV scroll all had to be prompted into taking action. The Disaster Planning Committee has since re-emphasized these responsibilities with each department. A survey was sent to the college community and 285 people responded. Those that responded ranked NY-Alert text messages as the most effective way to reach people during an emergency.

The Personal Safety Sub-Committee on Emergency Notifications recommends that the Disaster Planning Committee continue to test the emergency notification process bi-annually with one event being an

unannounced test. This testing schedule coupled with the planned new active warning system, will improve an already effective campus notification process.

**Charge number three:** video surveillance audit (Scott Kenney)

The President's third charge called for the committee to "conduct an audit of the location, use, and effectiveness of all surveillance cameras used for the recoding and monitoring of public areas for non-instructional purpose and disseminate the results of that audit to the College community.

SUNY Geneseo Security Camera Policy #1-010 states "An audit on the location, use and effectiveness of all security cameras used for the monitoring and recording of all public areas for non-instructional purposes will be conducted by the College Personal Safety Committee on an annual basis and the results of that audit will be disseminated to the College community."

Interim Chief of Police Scott Kenney reported that during the 2009 -2010 academic year there were no requests for installation of security cameras on the Geneseo campus. In June 2009 the University Police Department collaborated with Integrated Systems of Victor NY to assess the feasibility of installing security cameras in parking lots. Integrated Systems provided a quote for equipment and professional services. This quote was forwarded to Vice President Bonfiglio to be discussed with the College Cabinet.

**Charge number four:** annual campus safety walk (Kathy Trainor, Scott Kenney, Dave Norton, Bob Bonfiglio, Kerrie Bondi, Dr. Dahl, Linda Ware, George Stookes, Jaclyn Chafetz, Tamara Kenney, Bill McDevitt, Robert J. Joy and Nine Oldenquist (JMZ Architects and Planners) and 15 students)

On October 29, 2009 at 7:00 p.m. the above mentioned persons participated in the President's safety Walk. Scott Kenney welcomed the participants. Dr. Dahl then also welcomed the group and provided a background on the history of the walk and highlighted some areas that have been addressed in the past, including lights, roadways, and hard scape issues. The group found a number of lights on campus were out. Group members also used the walk to describe a number of issue including, parking needs, bus shelters, and pedestrian issues among others. (See Appendix C)

**Appendix A**



November 6, 2009

OFFICE OF THE PRESIDENT  
RECEIVED

NOV 16 2009

SUNY GENESOO  
GENESEO, NY 14454

Christopher Daht, President  
State University of New York  
College of Arts and Sciences at Geneseo  
1 College Circle  
Erwin 207  
Geneseo, NY 14454

Dear Mr. Daht,

This office has completed its review of the information that the State University of New York College of Arts and Sciences at Geneseo (SUNY – Geneseo) submitted in response to our May 26, 2009 letter, to the institution, concerning its compliance with the Jeanne Clery Disclosure of Campus Security Policy and Campus Crime Statistics Act (Clery Act).

Specifically, this office became aware of the indictment of two SUNY – Geneseo students for Criminally Negligent Homicide resulting from the death of 19 year old, Arman Partamian, also a SUNY- Geneseo student, during a fraternity pledge on February 28, 2009. Mr. Partamian was found dead in an off-campus housing apartment on March 1, 2009, after having consumed an excessive amount of alcohol during the hazing incident.

Based on the information submitted by SUNY-Geneseo, and additional information found on the institution's website, this office is satisfied that SUNY – Geneseo did provide its campus community with a timely warning concerning the unfortunate incident, and provided necessary information in an attempt to ensure tragedies of this nature do not occur again in the future. SUNY Geneseo thereby, appears to be meeting the general requirements under the Clery Act, as specified in 34 CFR 668.46, in respect to this incident.

SUNY – Geneseo may now consider this issue closed.

Sincerely,

William J. Swift  
Area Case Director

Federal Student Aid, School Participation Team – New York/Boston Team  
Financial Square, 32 Old Slip, 25<sup>th</sup> Floor, New York, NY 10035-5534  
[www.FederalStudentAid.ed.gov](http://www.FederalStudentAid.ed.gov)

FEDERAL STUDENT AID START HERE. GO FURTHER.

## Campus Security and Fire Safety Report 2009 Report - July 2010

*Published in compliance with United States Code Section 1092 (f) the Jeanne Clery Disclosure of Campus Security Policy and Campus Statistics Act (hereinafter referred to as the Campus Security Act) and the Code of Federal Regulations (CFR).*

### Inside This Report

- Emergency Response & Communication
- Reporting Agents
- Safety & Security Responsibility
- Alcohol & Other Drugs
- Definitions for Crime Data Reporting
- Sample of Campus Programs
- Sexual Crimes, Assistance for Victims and NY State Penalties
- Crime Statistics 2007, 2008, 2009
- Map of Reporting Area
- Community Resources
- Fire Safety Information

### General Information

SUNY Cortland enrolls a full-time student population of 6,000 and a part-time student population of 1,300. The campus employs a full- and part-time workforce (excluding undergraduate students) of 1,100. Over 2,700 students reside in 15 residence halls on the main campus, and another 240 reside at the West Campus apartment complex.

### Crime Prevention

To help prevent crimes, it is always important to secure valuable belongings and be aware of one's surroundings. To emphasize crime prevention awareness, campus educational programs, seminars, videos, posters, brochures, student newspapers articles, messages from administration, etc., address personal safety including rape/sexual assault, substance use/abuse, importance of locking doors and windows, "buddy" system, etc.; and fire and property safety such as operation ID, and taking belongings home during breaks. This information also includes safety services such as the Late Night Shuttle Bus transportation service, counseling, mental health services, medical resources, and emergency services.

**Employees and students should familiarize themselves with the emergency evacuation procedures posted in their buildings. Special attention should be given to the evacuation procedures for persons with disabilities.**

**SUNY  
Cortland**

PO Box 2000  
Cortland, NY 13045

### Related Web Sites

- History of the Campus Security Act:  
[www.campusafety.org/aboutsoc/didntknow.html](http://www.campusafety.org/aboutsoc/didntknow.html)
- Campus judicial procedures including student behavior expectations, violation definitions, victims rights, violators rights, hearing procedures, potential sanctions: *Code of Student Conduct and Related Policies* [www.cortland.edu/judaffairs/](http://www.cortland.edu/judaffairs/)
- Crime alert information, crime statistics & prevention, patrol information, emergency blue light phone system, silent witness program:  
[www.cortland.edu/univpolice/homepage.html](http://www.cortland.edu/univpolice/homepage.html)
- Campus crime statistics—US Department of Education  
<http://ope.ed.gov/security/>

The **Student Right-to-Know and Campus Security Act** was signed into law in November of 1990. Title II of this act was known as the Crime Awareness and Campus Security Act which was amended and renamed in 1998 as the Jeanne Clery Disclosure of Campus Security Policy and Campus Statistics Act. This law mandates that institutions receiving Title IV federal funds disseminate crime statistics for certain serious offenses that occurred on campus and in adjacent areas for the current and previous two calendar years. The purpose of this report is to provide our current and prospective faculty, staff, and students with campus safety information including crime statistics and procedures to follow to report a crime. This document was compiled by the Vice President for Student Affairs Office and is also available on the Web at [www.cortland.edu/univpolice/crimeaware.htm](http://www.cortland.edu/univpolice/crimeaware.htm). The College will not retaliate or allow any retaliation toward a person(s) who reports alleged violations of this act.

### Missing Students

Students are encouraged to identify a person who College personnel should contact in the event they are determined to be "missing" [insert instructions on how to list this person]. Missing persons should be reported directly to University Police. **Do not wait** if you believe a student is missing. Federal law states that the campus is required to provide missing person notification to: 1) all local police agencies pursuant to the Memorandums of Understandings; 2) the student's designated contact person if provided; and 3) parents of students under 18 years of age. University Police immediately conducts an initial investigation, and if after a reasonable period of time (not more than 24 hours) the student has not been located, University Police will proceed with the required notifications. The sooner the investigation begins, the better chance of locating the missing person.

Paper copies of this document are available at the University Police Department, the Admissions Office, and the Human Resources Office.

## Appendix C

President's Safety Walk  
Thursday, October 29, 2009  
7:00 p.m.

### Participants:

Kathy Tainor, Scott Kenney, Dave Norcia, Bob Bonfiglio, Kerrie Bondi, Dr. Dahl, Linda Ware, George Stookes, Jaclyn Chaletz, Tamara Kenney, Bill McDevitt, 15 students.

### Guests:

Robert J. Iny, JMZ Architects and Planners  
Nina Oldenquist, JMZ Architects and Planners

### Notes from the walk:

Scott Kenney welcomed the participants and identified members of the 2008-2009 Personal Safety Committee as well as campus administrators who were present.

Dr. Dahl welcomed the group and provided a background on the history of the walk and highlighted some areas we have addressed in the past including bus lights, road ways and hard scape issues.

- ❖ A light out in front of ISC
- ❖ The grade between Blake and Milne needs to be addressed
- ❖ George spoke about the underground lines behind Milne and accessibility issues
- ❖ A light out in C Lot - it also appears that an additional light is needed in C Lot on the east side, in the middle.
- ❖ Scott spoke about security cameras in parking lots
- ❖ Above the double doors on the back side of the Health Center there is a light out
- ❖ There are 2 lights out in R Lot
- ❖ George spoke about a new traffic circle between Erie and Ontario
- ❖ It was noted that D Lot was changed from staff to residential to address parking needs
- ❖ Most of the roof lights on Ontario Hall are out
- ❖ 3 lamp post lights are out around Ontario Hall
- ❖ Kathy spoke about the new bus shelter in H Lot
- ❖ Kathy noted that all lots buses are ADA accessible and have bike racks
- ❖ A light out between H Lot and the end of the tennis courts
- ❖ Scott reported about UPD officers monitoring speed on campus via radar
- ❖ Lights out in the Ontario quad area
- ❖ 2 lights out in the Genesee Hall loading dock area
- ❖ 2 lights out in front of Allegany
- ❖ 2 lights out in the Jones loading dock area
- ❖ Lights out in the court yard in front of Livingston
- ❖ 8 lights out in the CU plaza area
- ❖ Dave reviewed the Union plaza project
- ❖ Light out in Sturges Quad by Brown
- ❖ Light out in front of Newton by library
- ❖ A storm manhole on the east side of Ontario Hall is located in the sidewalk and sticks up above the sidewalk about 2" and is a tripping hazard.
- ❖ Several lights walkway lights were out on the west side of Ontario Hall, pole numbers 25-11-NW5, 25-04-37, 25-02-36, 25-06-35. Also at the Genesee/Ontario quad area, several entry canopy lights were out, light at canopy for Ontario RD apartment, both of the Genesee Hall entries canopy lights were out.

