



2018

Annual Security & Fire Safety Report

Contains information for the
2017 Spring and Fall Semesters

Clery Compliance



COLGATE UNIVERSITY

Dear Colgate University Community Members:

I want to share with you the Colgate University Annual Security and Fire Safety Report, which is produced in accordance with requirements set forth by the federal Jeanne Clery Disclosure of Campus Security Policy and Campus Crime Statistics Act, known as the Clery Act. The purpose of this report is to provide Colgate community members with essential information regarding campus crime- and fire-related statistics, policies, reporting procedures, and prevention programs. As required by the Clery Act, this report includes crime and fire statistics for the previous three calendar years (2015–2017).

Colgate is committed to continuously evaluating and improving its safety and security programs. In the past year, the university has dedicated unprecedented resources toward working closely with campus partners to further strengthen its safety efforts and procedures. Because

keeping our campus safe is a responsibility shared by all members of our community, faculty, students, staff, and alumni are encouraged to review this report to obtain a greater understanding of safety and security at Colgate and to use these data to inform their decision-making and behaviors.

Printed copies of this report may be obtained upon request from the Department of Campus Safety located at 88 Hamilton Street, Hamilton, NY 13346. If you have any questions or suggestions about safety and security at Colgate University, please contact me directly at 315-228-7335 or dgough@colgate.edu.

Sincerely,

Daniel B. Gough

Associate Vice President

*Campus Safety, Environmental Health, and
Emergency Management*

Colgate University

Annual Security and Fire Safety Report

This Annual Security and Fire Safety Report (ASFSR), which is compiled and published by the Dean of the College Division (DoC), is a safety, security, and emergency resource for Colgate students, staff, faculty, visitors, and prospective students. It provides useful information and references for issues relating to campus safety and fire safety. It is organized into the following major sections:

- The Safety on Campus section details information about the Campus Safety Department, Campus Safety Officer enforcement status and authority, how to report crimes or other emergencies occurring on campus including confidential reporting, campus alerts, evacuation and emergency response, crime prevention and security awareness programs, security of and access to campus facilities, and missing persons procedures.
- The University, Law Enforcement, and Campus Safety Response to Sexual Assault, Domestic Violence, Dating Violence, and Stalking section provides details of Colgate University policies, State of New York rules, regulations and laws, and current federal laws regarding issues such as sexual assault, harassment, stalking, and intimate partner violence. It also addresses how to report these types of incidents to the university, to Campus Safety, and/or to law enforcement. Information about resources, support, and protective measures are available.
- The Crime Statistics section lists statistics of crimes reported on and near campus in the past three years, followed by definitions for the Clery statistics charts.
- The Annual Fire Safety Report includes fire statistics for on-campus student housing facilities and a description of fire safety systems in each housing facility, as well as additional fire safety and training information.

Compiling the ASFSR

This report is part of our ongoing effort to inform you about the safety programs and services available to the university community, the crimes that are reported to our Campus Safety staff, and the steps you can take to maintain a safe and secure campus.

The Dean of the College Division provides this report, which is compiled by the university's Clery compliance coordinator in the DoC; it is prepared in cooperation with the Campus Safety Department and our local law enforcement agencies in the village of Hamilton and Madison County, to comply with the Jeanne Clery Disclosure of Campus Security Policy and Crime Statistics Act as well as the Annual Fire Safety Report as required by the Higher Education Opportunity Act.

Additionally, each of the resources listed in the report contributes to its compilation, especially key stakeholders such as the Office for Equity and Diversity (Colgate's Title IX office), Office of Emergency Management, Athletics, and other various offices in the Dean of the College Division.

Each year, an e-mail notification is sent to all enrolled students, faculty, and staff providing the website address to access this report. Copies of this report may also be obtained at the Campus Safety Office at 88 Hamilton St., or by calling 315-228-7333. All prospective students and employees are informed during the application process about the report's existence and the website address where the report can be found www.colgate.edu/campussafety.

Safety on Campus

Campus Safety Department

The Campus Safety Department, located at 88 Hamilton Street, has officers on duty and provides Campus Safety services 24 hours a day, 7 days a week. The main office is open Monday through Friday from 8 a.m. to 8 p.m. The Campus Safety Department may be reached at any hour by dialing 315-228-7333 for general information and routine requests. To report a crime or emergency occurring on Colgate University property to the Campus Safety Department from a university extension dial 911, or 315-228-7911 from a nonuniversity extension or cell phone.

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

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

- Campus policy and criminal investigations.
- Facility security patrols.
- Assisting in New York State-required fire drills.
- Initial response to fire alarms.

- Providing on-campus, nonemergency 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 and administering campus card access operations.
- Administering student drivers' licenses exams to permit operation of university vehicles.
- Maintaining a Lost and Found program.

Enforcement Status and Authority

Colgate University currently recognizes and authorizes NYS Security Guard status for Campus Safety personnel. Campus Safety Officers must be registered *Security Guards through NYS Department of State. Campus Safety Officers receive NYS Department of Criminal Justice Services–approved Security Guard training via the Colgate University Security Guard Training School. Officers are certified in cardio-pulmonary resuscitation (CPR), Automatic External Defibrillators (AEDs) and first aid, and attend several training programs each year on a variety of campus safety–related subjects.

Campus Safety Officers are non-sworn and therefore do not possess any law enforcement arrest powers. Officers also do not carry side arms or any other protective arms. Officers cannot act outside the authority of a NYS licensed Security Guard. If a situation arises where an officer witnesses a crime being committed or the victim of a crime desires criminal prosecution, the officer must contact a local or other law enforcement agency having jurisdiction in order to start a criminal prosecution process and have the subject(s) arrested. The law enforcement agency makes the final decision to arrest or not arrest based upon the available information.

Campus Safety Officers only have jurisdiction on any owned and controlled property of Colgate University. Officers do not have jurisdiction on public or non-Colgate private property. Even though officers do not have jurisdiction off of Colgate University property, they may respond off of Colgate University property at the request of a law enforcement agency to provide assistance.

The Campus Safety Department continues to enjoy cooperative and collaborative working relationships with the Hamilton Police Department, Madison County Sheriff's Department, and the New York State Police. Both Campus Safety and the local law enforcement agencies have the ability to utilize the same radio frequencies/system in the event of an emergency. Several campus events throughout the year are staffed by both campus safety officers and law enforcement. The shared radio system is also utilized during these large events. Information between the various departments is routinely shared.

The Campus Safety Department head is part of the County Police Chiefs Association, which meets on a regular basis. Although there is only a written memorandum of understanding with the Hamilton Police Department covering missing persons and violent felony offenses, the Campus Safety Department always advises victims of crime of the option to have the case reported to and investigated by the appropriate law enforcement agency having jurisdiction.

**A security guard as defined in Article 7A of the NYS General Business Law [§89-f(6)] is a person (other than an active police officer) employed in NYS to principally perform one or more of the following duties, and the person is not performing the functions of a private investigator as defined in Section 71 of Article 7 of the General Business Law: protection of persons and/or property from harm, theft, and/or unlawful activity; deterrence, observation, detection, and/or reporting unlawful or unauthorized activity; street patrol service; response to, but not installation or service of, a security system alarm.*

Reporting of Crimes or Other Emergencies Occurring on Campus

Colgate University encourages accurate and prompt reporting of all crimes to the Campus Safety Department and the appropriate police agencies, when the victim of a crime elects to, or is unable to, make such a report.

To promptly report all crimes or other types of emergencies occurring on Colgate University property, contact the Campus Safety Department. Dial 911 from any university extension, or 315-228-7911 from a nonuniversity extension or cell phone.

Campus Safety strongly urges all university students, faculty, and staff to report any of the criminal offenses described in the law, as detailed in this report, which may have occurred, for the purpose of determining the need for making timely warning reports and for inclusion in the annual statistical disclosure.

University professional counselors, physicians, and pastoral counselors are also encouraged, if and when they deem it appropriate to inform the persons they are counseling or treating, of the university procedures to report crimes on a voluntary, confidential basis for inclusion in the annual disclosure of crime statistics as described below.

For crimes or other types of emergencies occurring outside of Colgate University property, the Madison County 911 Center should be contacted by dialing 911 from any phone so the appropriate law enforcement agency with jurisdiction may be dispatched.

If the Campus Safety Department receives a report of a crime or other emergency occurring on Colgate's main campus or other Colgate property in Madison County, the dispatcher will send Campus Safety staff to investigate and will also notify nonuniversity emergency response resources as appropriate for the incident and location. For reports of crimes or other emergency occurring on non-Colgate property, the Campus Safety dispatcher will immediately transfer that call to the Madison County 911 Center or will immediately relay the information to the 911 center so appropriate law enforcement and other emergency response resources may be deployed.

Prompt and accurate reporting are valuable assets to Campus Safety Officers and/or law enforcement personnel responding to and investigating a criminal offense or other type of emergency condition.

Confidential Reporting

It is important to note that some victims may not report incidents of crime to the Campus Safety Department or local law enforcement agencies, but may prefer to confide and report via confidential sources, which also provides an individual the opportunity to report a crime for statistical information to be included in this annual crime statistics report.

To file a voluntary confidential report, contact the Campus Safety Duty Chief via 315-228-7333. While retaining confidentiality, the university may decide if an investigation needs to be conducted by Campus Safety or a timely warning is required to be sent to the campus community.

To provide information anonymously regarding possible or planned crimes, law/policy violations, and/or other crime information, Campus Safety maintains an anonymous reporting/tip form on their website [here](#). The contents of this form are e-mailed directly to the Campus Safety Department and the sender appears as "Campus Safety Web Page." Anonymity is ensured if a person wishes to not provide a name or other information. Once the form is completed, click the "Submit" button at the bottom of the page.

Campus Alerts (Timely Warnings)

The campus must, in a manner that is timely, and will aid in the prevention of similar crimes, provide a timely warning to the campus community on Clery Act crimes that occur on Colgate University Clery geography and are:

- a. Reported to campus security authorities or local police agencies; and
- b. Considered by the institution to represent a serious or continuing threat to students and employees.

Timely warnings are not limited to violent crimes or crimes against persons. Timely warnings can be issued for threats to persons or to property.

Colgate utilizes the university's e-mail system to send to all students, faculty, and staff, a "Campus Alert" e-mail to issue timely warnings. All university students and employees are provided with an e-mail account. In the event the e-mail system is not operational, "Campus Alert" flyers will be posted in all residence halls and other campus buildings.

Colgate University is not required to provide a timely warning with respect to crimes reported to a pastoral or professional counselor. A pastoral counselor must be functioning within the scope of that recognition as a pastoral counselor. A professional counselor must be a person whose official responsibilities include providing mental health counseling to members of the institution's community and who is functioning within the scope of his or her license or certification.

It is the policy and responsibility of the Colgate University Campus Safety Department to review all Clery Act offenses subject to disclosure in the Annual Campus Security Report and have been reported to campus security authorities or local police authorities to determine if they represent a serious or continuing threat to students or employees.

Timely reporting to the campus community is decided on a case-by-case basis in light of all the facts surrounding a crime, including:

- a. The nature of the crime,
- b. The length of time between occurrence of the crime and the time reported,
- c. Continuing danger to the campus community,
- d. Possible risk of compromising law enforcement efforts.

All Clery Act-reportable crimes are subject to the timely warning requirements. However, there are often concerns raised regarding confidentiality if the information disclosed in the timely warning report would personally identify the individual. Although

personally identifiable information is generally precluded from disclosure, such information may be released in an emergency situation.

Timely Warning Procedure:

- a. The amount and type of information that the campus discloses in a timely warning report will vary depending on the circumstances of each case, as noted above.
- b. Whenever a Clery Act crime is committed on Colgate University Clery geography locations, and is reported to a campus security authority or local law enforcement and is determined by the Campus Safety Department head or designee to represent a serious or ongoing threat to the safety of students and employees, the institution, via the Campus Safety Department, must issue a warning as soon as pertinent information is available.
- c. The warnings should include the following details of the crime:
 - A description of the incident.
 - A physical description of the suspect, including gender and race.
 - A composite drawing of the suspect, if available.
 - Apparent connection to previous incidents, if applicable.
 - Race of the victim, but only if there was an apparent bias motive.
 - Sex of the victim, if relevant.
 - Injury sustained by the victim.
 - Date and time the “Campus Alert” was released.
- d. The warnings are normally created by the on-call Campus Safety administrator in conjunction with the Communications Office and/or the Dean of the College Office.
- e. The warnings may be sent by Campus Safety or the Communications Office.

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.
- Campus Safety Alerts: When circumstances warrant, Campus Safety Alerts are prepared and distributed throughout the campus using the “Campus Alert” e-mail distribution. If the e-mail system is not operational, flyers are posted on all residential buildings by Residence Life staff and on all other buildings by Campus Safety staff.

Emergency Preparedness

The Colgate University Department of Emergency Management provides leadership, strategic direction, and professional expertise for the university’s emergency management program. The emergency management program is made up of subject matter experts from departments across the university as well as outside agencies, including the Hamilton Fire Department, Hamilton Police Department, Southern Madison County Ambulance Corps, Community Memorial Hospital, and the Madison County Department of Emergency Management. Colgate University uses the Incident Command System (ICS) for incident management. ICS is a standardized, scalable, flexible, all-hazard approach to incident management. Colgate University is committed to continuously evaluating and improving its emergency management program through training and exercises using the emergency response preparedness cycle.

Upon receiving notification of an emergency situation, Campus Safety will dispatch appropriate staff to the reported location to determine and confirm that an emergency exists. Once a significant emergency or dangerous situation involving an immediate threat to the health or safety of university community members is confirmed, the university’s main method for communicating to the entire campus community is through “Colgate Alert,” a mass notification system product from Rave Wireless capable of messaging via text, e-mail, voicemail, Facebook, Twitter, and RSS feed. The university will, without delay, and taking into account the safety of the campus community, determine the content of the notification and initiate the “Colgate Alert” system, unless the notification will, in the professional judgment of responsible authorities, compromise the efforts to assist victims or to contain, respond to, or otherwise mitigate the emergency.

Initial campuswide emergency alerts are sent by a senior staff member from one of the three safety departments (Campus Safety, Environmental Health and Safety, and Emergency Management) who has received advanced training in the university’s mass notification system (Colgate Alert). A member of the Emergency Operations Center (EOC) who is assigned as the Colgate Alert Officer sends subsequent life safety messages. Non-life safety communications related to the emergency are sent by members of the

EOC Operations Section (typically from the university's communications staff).

The "Colgate Alert" system is capable of delivering messages to your Colgate e-mail address, as well as personal e-mail addresses, your landline, and cell phone, if you have provided that information in your individual account. As a student, faculty, or staff member, you have been automatically enrolled in the "Colgate Alert" system. Campus community members are encouraged to log in to the "Colgate Alert" (Rave Wireless) site via the link on the Colgate portal to confirm their contact information and choose their notification preferences. Campus community members can enter up to three e-mail addresses, three mobile phone numbers, and three voice-only telephone numbers.

The university provides this emergency alerting service free of charge to all members of the Colgate community; however, please note that your cellular phone provider may charge a per-text message fee for the delivery of emergency notifications to your phone. To manage your "Colgate Alert" account, log in to the portal (<http://portal.colgate.edu>) using your Colgate username and password. Select the "Colgate Alert" link found under "Campus Links" on the portal home page. This link will take you into the "Colgate Alert" system. If you have any questions or concerns, please contact Campus Safety at 315-228-7333 or the helpdesk at 315-228-7111.

Other available campus warning systems may be used alone or in conjunction with the "Colgate Alert" system as appropriate. The Cooper outdoor warning system is a series of high-powered speaker arrays located in several locations on the main campus. The Informacast system is available to send predesignated message templates via the campus IP phone system.

The Colgate University mass notification systems (Rave Wireless, Cooper, and Informacast) are tested three times a year to ensure operational readiness. These tests occur at the beginning of each semester and the start of the summer session.

Evacuation

In the event an evacuation is needed due to a fire or other emergency, please remain calm. Evacuate the building at the nearest exit. Do not run or use elevators! Once evacuated, please get at least 600 feet away from the building and stay together so that an accurate count of building occupants can be made. If someone needs assistance leaving the building and it can be done SAFELY, please assist this person out of the building and to an area at least 600 feet away from the building. Please stay in this general area until further instructions are received from the emergency alert system(s), Campus Safety and/or other authorized emergency services personnel. Evacuation diagrams and/or maps are posted in all Colgate buildings. If an emergency alert system message advises a different course of action other than using the 600 feet standard, immediately comply and initiate that course of action.

Emergency Response and Evacuation Procedures Testing

Procedures for emergency response and evacuation are tested at least once per calendar year, including publicizing the procedures in conjunction with the annual test and documenting a description of the exercise as well as the date and time of the exercise and whether it was announced or unannounced. Tests may consist of but are not limited to: regularly scheduled drills, exercises, and appropriate follow-through activities, designed for assessment and evaluation of emergency plans and capabilities.

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 noncampus locations through 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
- Noncampus buildings or property owned or controlled by student organizations that are recognized by the university
- Noncampus 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 is limited to sharing information with, coordinating, and assisting other law enforcement agency investigations of criminal activity at these locations.

Security of and 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.

Many, but not all, campus facilities are equipped with a “Card Access” system. Depending on the building, the system may be on a set schedule that regulates the open and closed times of the building. Access authorization for students, faculty, and staff are according to each individual’s card settings. The Campus Safety Department manages the “Card Access” system and sets the security authorizations for the campus. Also each evening, the Campus Safety Department secures all nonresidential facilities buildings that have manual locks.

Residential Facilities and Policies

Colgate University houses approximately 2,400 students in varied accommodations, including residence halls, community-centered houses, apartment- and townhouse-style complexes, and Greek theme houses. 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 Life staff, and in printed materials which are distributed by the staff. Residence halls are locked 24 hours a day with approximately 84 percent controlled by card access.

Security of residential facilities is a very important issue and it requires the efforts of not only the Campus Safety Department who patrol university-owned, on-campus student housing, but also the partnership of students and staff. Students can do their part by closing and locking their doors when leaving their rooms and by not propping open doors and not letting those they don’t know into the facilities.

Maintenance of Campus Facilities

The Facilities Department (Building and Grounds) maintains university buildings and grounds with a concern for safety and security. Facilities maintains a work order system that allows students, faculty, and staff to electronically submit any maintenance or repair issues to the department so that it can be addressed in a timely manner.

Building outdoor lighting and street lighting on the campus are surveyed twice per year; April and September, by facilities staff 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 Security Awareness Programs

The Colgate University Campus Safety Department takes a proactive approach in delivering a variety of Campus Safety services and programming. 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 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. The Campus Safety Department does provide crime prevention and fire safety educational programs and literature to those students or organizations who reside in noncampus properties.

Student Responsibility

The cooperation, involvement, and support of students in campus safety crime prevention and security awareness programs 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 or situations immediately to the Campus Safety Department.

Programs provided by Campus Safety include, but are not limited to the following:

- 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 visits 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 campuswide 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, and extra equipment are 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 once recovered. Campus Safety Officers also hang a tag on all bicycles found unlocked, reminding everyone of the importance of securing their bicycle and/or registering it with Campus Safety. This program is highly recommended and made available campuswide throughout the year.

- **Park Smart:** This crime prevention program is designed to heighten the awareness of a motor vehicle operator 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:** This 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, firsthand, 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.
- **Community Leader Training:** Campus Safety Officers throughout the year assist the Residential Life office with community leader training, from alcohol and drug awareness, to personal safety and security.

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 or proximity card access locks installed. For the safety and security of all residents, do not give the door code or loan your ID/access cards 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:** Crime prevention publications are distributed during safety fair-type events. They 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 campuswide network of fire, intrusion, and duress alarms exists and is monitored 24 hours a day by Campus Safety dispatchers.
- **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.

Missing Persons Procedures

All reports of students believed to be missing are to be reported immediately to the Campus Safety Department. In compliance with Article 129-A, of the State of New York Education Law, Campus Safety maintains a policy and Memorandum of Understanding (MOU) on violent felony crimes and missing students.

Upon receipt of a report of a missing student, Campus Safety will conduct a thorough and timely preliminary investigation to verify the report, determine existing circumstances, and attempt to locate the missing student. If the student is verified missing, Campus Safety will contact and coordinate an investigation with the Hamilton Police Department and provide assistance to them as requested.

A student will be considered missing if a roommate, classmate, faculty, staff, or family member or other campus person has not seen the student in a reasonable amount of time. Reasonable time may vary dependent on the time of day and information available. Students will also be considered missing immediately if their absence has occurred under circumstances that are suspicious or cause concern for their safety. For initial reports made to a staff member of a department other than Campus Safety, it is the responsibility of that staff member to ensure Campus Safety is contacted immediately.

In compliance with HEA Title IV, Section 485(j), students who reside in on-campus housing are provided the option, through the Colgate portal, to identify an individual to be contacted by Colgate University not later than 24 hours in the event the student was to be officially reported as missing. This contact information is confidential and only accessible by authorized campus officials.

The Campus Safety Department is authorized to access this information in the event that a student is reported missing and the information may not be disclosed outside of a missing person investigation.

Students who reside in on-campus housing who are non-emancipated and under 18 years of age are advised that a custodial parent or guardian must be notified within 24 hours after the student is determined missing.

If the Campus Safety Department receives a report of a missing student, and upon investigation determines that a student has been missing for more than 24 hours, within the next 24 hours Campus Safety will:

- a. Notify the individual identified by the student to be contacted in this circumstance; and
- b. If the student is under 18 years of age and not emancipated, a parent or guardian must be notified; or
- c. In cases where the student is over 18 years of age and has not identified a person to be contacted, the appropriate law enforcement agency with jurisdiction will be notified.

In the event (a) or (b) do not apply to a student determined to be a missing person, the appropriate law enforcement agency with jurisdiction will be notified.

In all missing person cases reported to Campus Safety, the Hamilton Police Department will be notified within 24 hours of the determination that the student is missing, unless the Hamilton Police Department was the agency that made the determination that the student is missing.

In all cases, the university reserves the right to contact the designated missing persons contact and/or emergency contacts as appropriate.

“Suzanne’s Law” (Missing Persons) Signed into law by President George W. Bush as part of the national “Amber Alert” bill, this federal law requires law enforcement to notify the National Crime Information Center (NCIC) anytime a person under age 21 is reported missing. Previously police were only required to report missing persons under the age of 18. The law is named after Suzanne Lyall, a 19-year-old University at Albany SUNY student who went missing in March 1998. The law is intended to impel police to initiate prompt investigations of young persons who have gone missing. The Campus Safety Department at Colgate University complies with this law. For further information, go to: <http://www.criminaljustice.ny.gov/missing/aware/campus.htm>.

Weapons Violation

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 ball guns, or any other substance or device designed to harm or incapacitate. Rifles and shotguns 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.

Alcohol and Drug 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 less than 21 years of age or possession of alcoholic beverages by individual’s less than 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.

The online program for first-year students is Alcohol-Edu for alcohol and Haven for sexual assault. Ongoing programs for alcohol are around *TIPS. All new member fraternity brothers and for anyone who wants to host a party at which alcohol will be served must be TIPS trained.

Providing resources available to all students, the Colgate University Counseling Center and Student Health Center offer assessment and assistance to students with alcohol and/or drug problems.

*TIPS (Training for Intervention Procedures) is a dynamic, skills-based training program designed to prevent intoxication, drunk driving, and underage drinking by enhancing the fundamental “people skills” of servers, sellers, and consumers of alcohol. TIPS provides individuals the knowledge and confidence they need to recognize potential alcohol-related problems and intervene to prevent alcohol-related tragedies.

University, Law Enforcement, and Campus Safety Response to Sexual Assault, Domestic Violence, Dating Violence, and Stalking

Colgate University is committed to providing a safe learning, working, and living environment, and does not tolerate violence of any type, including the crimes of sexual assault, intimate partner violence, and stalking.

You may report to the university, to Campus Safety, to law enforcement, to just one, all, or any combination, or none. We encourage survivors to report what you have experienced to law enforcement and to participate in the university’s internal review process, but you are not obligated to do so. There are resources, support, and protective measures available to you even if you decide not to participate in university or law enforcement processes. Any individual who reports a case of sexual assault, dating violence, domestic violence, or stalking, whether the offense occurred on or off campus, will be provided with a written explanation of their rights and options under the university’s Equity Grievance Policy.

In some cases, if you make an initial report but then decide not to participate further, the university may still need to review and investigate the information provided, and also may be obligated to share the report with law enforcement for possible handling through the criminal justice system. Even in such cases, though, you do not have to participate in the university or law enforcement processes if you do not wish to do so.

Options for Reporting

Any person may call 911 or Campus Safety (315-228-7911) for immediate safety assistance. If you or someone else needs help, call for immediate assistance. Campus Safety can also assist the individual in making a report of a crime to local law enforcement and/or contacting a “Responsible Administrator” under the university’s [Equity Grievance Policy](#) to initiate the university’s internal response mechanisms.

A victim of a crime is encouraged to, but is not required to, report the incident to local law enforcement and pursue criminal charges. The criminal process and the university’s disciplinary processes are not mutually exclusive or dependent on each other, meaning that a person may pursue either a criminal complaint or university complaint or both. The fact that there is a criminal complaint filed will not prevent the university from taking its own internal investigatory and disciplinary action. However, in some cases, the university may delay temporarily the initiation of its internal processes while a law enforcement investigation is ongoing. Such delays will not last more than 10 calendar days except when law enforcement authorities specifically request and justify a longer delay.

Additionally, orders of protection and other forms of legal protection may be available to individuals who have experienced or are threatened with violence by another person. Colgate will reasonably assist such individuals in obtaining available legal protections, provide a copy of any order of protection or similar document it receives to the parties affected by it, explain the order of protection or similar document and the consequences for violating it, call upon and assist local law enforcement in effecting an arrest for violation of the order of protection or similar document, and abide by all legally issued orders of protection or similar documents, including denying the restricted person access to Colgate’s property, if necessary.

Reporting to Law Enforcement

- The university encourages anyone who believes they have experienced intimate partner violence, sexual assault, or stalking to make a report to law enforcement.

- If the incident occurred on campus, contact Campus Safety at 315-228-7911.
- If the incident occurred in Hamilton, contact the Hamilton Police Department or the New York State Police by calling 9-1-1.
- If you are uncertain where the incident occurred or which agency to contact, Campus Safety is available to help you determine which agency has jurisdiction and will help you to report the matter to that agency if you wish.

Reporting to the University

Sexual Assault The university also provides many avenues for reporting of sexual assault, domestic/dating violence, stalking, harassment, bias, discrimination or other Title IX concern; hazing or organizational misconduct; disruptive or aggressive behavior; or concern about the welfare of a student.

In all cases, the most direct reporting mechanism is to contact the Office of Equity and Diversity at 315-228-6161 or file a complaint online: [Report to Administration](#)

Another option in any case is to file a complaint with Campus Safety at 315-228-7911 or use the anonymous tip form: [Report to Campus Safety](#)

Preserving Evidence

Sexual Assault In cases of rape or other forms of sexual assault, the preservation of evidence for a criminal case is critical and must be done properly and promptly. Wanting to wash, shower, and change clothes is a natural impulse after a sexual assault, but wait. If you have not done so already, do not: take a bath or shower, brush your teeth, go to the bathroom, douche, change your clothes, eat or drink anything, or even brush your hair, as physical evidence may be lost. As uncomfortable as you may be, if you can avoid doing any of these things, you will preserve evidence that can help convict the person who raped you. If you have already washed up, don't worry — but don't wash any more. If you have taken off the clothes you were wearing when you were assaulted, put them in a clean shopping bag and take them with you to the hospital.

In cases of violence or physical abuse, it is important to document injuries, including by taking photographs. Campus Safety or the Hamilton Police Department (315-824-3311, or 911 in an emergency) can assist in filing a criminal complaint and in securing appropriate physical examination, including by a Sexual Assault Nurse Examiner (SANE).

By law, you are not required to report to law enforcement in order to receive a sexual assault forensic exam. New York State Executive Law Section 631(13) provides for direct reimbursement by the Office of Victim Services (OVS) to providers of sexual assault forensic health care examination services. This measure provides for the personal privacy of sexual assault victims, while reimbursing providers when the victim does not have access to private health insurance or chooses not to use private health care insurance for the forensic examination.

All victims of sexual assault have a right to have a forensic medical examination and evidence kit collected. Generally, a forensic exam must be performed within 96 hours of the assault in order to obtain essential evidence. However, the NYS Office of Victim Services will cover the cost of a forensic exam conducted beyond 96 hours for any victim where good cause is shown for the delay.

Colgate University, Community Memorial Hospital, and Liberty Resources began meetings in 2016 to connect passionate and motivated individuals in the community with an interest in providing more resources for local assault survivors. This unprecedented rural community partnership created the Sexual Assault Nurse Examiner (SANE) program at Community Memorial Hospital to provide sexual assault or abuse victims with critical medical and trauma care in southern Madison County.

The forensic exam will be administered by a Sexual Assault Nurse Examiner (SANE). Sexual Assault Nurse Examiners are registered nurses who have completed specialized education and clinical preparation in the medical forensic care of a patient who has experienced sexual abuse. Even if you are not sure that you want to file a police report, it can be helpful to have any available evidence collected in case you decide to file a report with law enforcement at a later date. The nurse also can provide emergency contraception, trauma response, sexually transmitted infection testing and treatment, forensic medical care, referral to further support services, and other needed medical care. Sexual assault forensic exams will not be billed to medical insurance without your consent.

SANE services can be accessed locally at this medical facility:

Community Memorial Hospital
Emergency Department
150 Broad St., Hamilton, NY 13346
315-824-6090

SANE services are also available through Vera House. A Sexual Assault Nurse Examiner will meet victims of recent sexual assault or rape at most Syracuse hospitals (except Community General and the VA Medical Center).

Vera House provides a 24-hour hotline telephone support for people who have been sexually abused, sexually assaulted, or raped, recently or at any time in the past, and for family members in need of support. The Vera House staff and volunteers are available to talk anytime about a recent assault or something that happened years ago. The hotline can be the first point of contact with a Vera House Victim Advocate. Call 315-468-3260 at any time, or our TTY crisis line during regular business hours at 315-484-7263. Victim Advocates provides 24-hour support at Onondaga County hospitals or police stations. An advocate will meet victims of sexual abuse, sexual assault, or rape at the hospital or police station and help them get through the medical examination and, if the victim chooses to report the assault to the police, the reporting process. Although we recommend reporting assaults to law enforcement, the decision is yours.

Intimate Partner Violence Not all experiences of domestic or dating violence cause visible injuries. If visible injuries are present, it can be helpful to document them with photographs, if it is safe to do so. It is also important to seek medical attention if possible and safe to do so.

Stalking If you have experienced stalking, it can be helpful to an investigation to retain any evidence of that behavior, including documentation of any unwanted communication (whether written, oral, electronic), postings (such as on social media), gifts, etc.

University Review of Reports Whenever the university receives a report of sexual assault, intimate partner violence, or stalking, it will review that report consistent with its applicable policies and procedures. The table below notes various university policies that may apply to these types of reports.

In all cases, the university's policies and procedures seek to provide a prompt, fair, and impartial resolution of the concern reported. To that end, the individuals responsible for handling sexual violence, intimate partner violence, and stalking investigations, sanctioning, and appeals receive annual training on how to properly conduct their investigations of these concerns in a way that promotes accountability as well as the safety of the individuals involved, and of the university community as a whole.

The university investigation processes for reviewing sexual violence, intimate partner violence, and stalking* use a preponderance of the evidence standard. Following receipt of notice of a violation or of a complaint, the reporting individual is promptly given the opportunity to select an Equity Grievance Panel (EGP) member or other individual of their choice to serve as their adviser throughout the EGP process, including during all meetings and hearings related to such process. The reporting individual is also provided a document delineating their rights, resources, and options for reporting, including the right to make a report to Campus Safety, to local law enforcement, to the state police, or a combination thereof, or to choose not to report, to be protected from retaliation for reporting an incident, and to receive support and resources through Colgate or other community organizations.

The university's processes also provide that the claimant and respondent will receive written notification of the outcome of any disciplinary proceeding relating to the reported concern, as well as of any opportunities to appeal the results of that proceeding, any changes to the results before they are finalized, and an update when the results become final. The university also recognizes the importance of maintaining, to the greatest extent possible, the confidentiality of both the claimant and respondent's identities while it reviews the reported concern. To that end, the university will share information internally only as needed to ensure proper handling of the concerns that have been raised, comply with legal obligations, or provide any requested supportive measures, and will share information externally only to the extent legally required to do so; the university does not publish the identities of complainants in its crime alerts or crime logs.

** Stalking is engaging in a course of conduct directed at a specific person that would cause a reasonable person to fear for their safety or the safety of others; or suffer substantial emotional distress. Stalking behavior may include but is not limited to repeated, intentional following, observing, or lying in wait for another; or using "spyware" or other electronic means to gain impermissible access to a person's private information; repeated, unwanted, intrusive, and frightening communications from the perpetrator by phone, mail, e-mail, text, etc.; making direct or indirect threats to harm an individual or the individual's relatives, friends, or pets; damaging or threatening to damage the property of the targeted individual.*

Acts of sexual harassment, sex offenses, dating violence, domestic violence, and stalking may be committed by any person upon any other person, regardless of the sex, gender, sexual orientation and/or gender identity of those involved. The issue in any case is not the gender or gender identity of the persons involved but the acts.

University Policy Information Online

Equity Grievance Policy

This policy prohibits acts of discrimination, harassment, sexual assault and sexual exploitation, as well as domestic violence, dating violence and stalking.

Equity Grievance Process

This policy provides procedures for the investigation and adjudication of violations of the [Equity Grievance Policy](#).

Resources and Other Assistance

- [Sexual Violence Support and Resources](#)
- [Sexual Violence Student Resource Guide](#)
- [Faculty and Staff Sexual Violence Response Guide](#)

Confidential Support Resources

Victims are encouraged to seek support for their emotional and physical needs. A person seeking confidential emotional support or health care may contact the following resources:

Students may contact:

- [The Counseling Center](#), Conant House, 315-228-7385, or for an after-hours emergency, call Campus Safety at 315-228-7333 and ask to speak with the counselor on call.
- [Haven](#), garden level of Curtis Hall, 315-228-4286.
- [Office of the Chaplains](#), garden level of the Memorial Chapel, 315-228-7682.
- [Student Health Services](#), 150 Broad Street, 315-228-7750.
- [Help Restore Hope Center](#), 24-hour hotline, 855-966-9723.

Employees may contact:

- [Employee Assistance Program](#), 315-451-2161.
- [Help Restore Hope Center](#), 24-hour hotline, 855-966-9723.

A report to a Confidential Resource listed above is not a report to the university and will not result in remedial action or an investigation or disciplinary action. Information shared with the university's Counseling Center, Student Health Center, and the university's chaplains will not be shared with the Title IX Coordinator or the Equity Grievance Panel, unless the reporting individual requests this. Confidential resources are there to support emotional, physical, and spiritual needs only; any person who desires for the university to take investigatory/disciplinary action must make a report to one of the Responsible Administrators, listed below.

- Marilyn "Lyn" Rugg, Associate Provost for Equity & Diversity and Title IX Coordinator
Office of Equity and Diversity
102 Lathrop Hall
315-228-7288
mrugg@colgate.edu
- Tamala Flack, Director for EEO/AA
Office of Equity and Diversity
102 Lathrop Hall
315-228-7014
tflack@colgate.edu
- Any Equity Grievance Panel member (list of members can be found [here](#)).

If a report is made to anyone other than the Responsible Administrators listed above or Campus Safety, the complainant risks the possibility that the information will not come to the attention of the proper university officials and may, therefore, not be acted upon.

Academic, Housing, Transportation, Employment, and Other Supportive Measures

The university also has resources to help those who have experienced sexual assault, intimate partner violence, or stalking to obtain reasonably available protective measures. These measures are available regardless of whether the person who requests them files a complaint with the university or through the criminal justice system.

Interim actions may be taken by the university to immediately respond to a situation while an investigation or disciplinary action is

pending or ongoing. Interim actions may include but are not limited to:

1. Offering adjustments to academic deadlines and course schedules for students;
2. Altering work arrangements for employees;
3. Initiating a referral to counseling and health services or to the Employee Assistance Program;
4. Providing campus escorts;
5. Altering the housing situation of one or more of the involved students;
6. Implementing no-contact orders directing the accused or responding individual to have no contact with the reporting individual;
7. Imposing temporary suspensions from housing or the entire campus, pending the outcome of a disciplinary proceeding.

Supportive Measures

Supportive measures are available regardless of whether the person who requests a measure makes a report to the university or law enforcement, whether the person participates in any investigation, or whether the university or law enforcement investigates a report that has been submitted.

Orders of protection and other forms of legal protection may be available to individuals who have experienced or are threatened with violence by another person. Colgate will reasonably assist such individuals in obtaining available legal protections, provide a copy of any order of protection or similar document it receives to the parties affected by it, explain the order of protection or similar document and the consequences for violating it, call upon and assist local law enforcement in effecting an arrest for violation of the order of protection or similar document, and abide by all legally issued orders of protection or similar documents, including denying the restricted person access to Colgate's property, if necessary.

Visa & Immigration Assistance

Students, faculty, and staff sometimes have questions about how various actions (e.g., a reduction in course load, change in work circumstances) may impact their visa or immigration status.

People who have been victims of certain crimes may qualify for immigration relief such as a U-Visa or be eligible to file an immigration visa petition under the VAWA provisions of the Immigration and Nationality Act. Private and confidential information about visa and immigration status is available for students through the Office of International Student Services and through Human Resources for faculty and staff.

Student Financial Aid

Students may have concerns about financial aid matters, such as how their financial aid might be affected by a reduction in course load.

Information about financial aid matters is available from the Office of Financial Aid:

Office of Financial Aid

13 Oak Drive

Hamilton, NY 13346

Phone: 315-228-7431

Fax: 315-228-7050

E-mail: finaid@colgate.edu

Ongoing Education and Awareness Programs

Colgate University engages in comprehensive, intentional, and integrated programming, initiatives, strategies, and campaigns that are intended to end dating violence, domestic violence, sexual assault, and stalking, and that:

- 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.
- Consider environmental risk and protective factors as they occur on the individual, relationship, institutional, community and societal levels.

Educational programming consists of primary prevention and awareness programs for all incoming students and new employees and ongoing awareness and prevention campaigns for students and employees that:

- a. Identifies domestic violence, dating violence, sexual assault, and stalking as prohibited conduct;
- b. Defines, using definitions provided both by the United States Department of Education as well as state law, what behavior constitutes domestic violence, dating violence, sexual assault, and stalking;
- c. Defines what behavior and actions constitute consent to sexual activity in the State of New York and/or using the definition of consent found in the University Equity Grievance Policy if state law does not define consent;
- d. Provides a description of options for bystander intervention. Bystander intervention means safe and positive actions 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. Bystander intervention includes 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;

- e. Information on risk reduction. Risk reduction means 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;
- f. Provides an overview of information contained in the Annual Security Report in compliance with the Clery Act.

The university has developed an annual educational campaign consisting of presentations that include distribution of educational materials to new students; and participating in and presenting information and materials during new employee orientation.

The university offered the following primary prevention and awareness programs for all incoming students in 2017:

Name of Program	Date Held	Location Held	Prohibited Behavior Covered
Sexual Violence Prevention Program for OUS Summer Institute Students	July 2017	101 Ho Science Center — Title IX Coordinator and Director, Office of Undergraduate Studies	Sexual harassment, DoV, DaV, SA & S*
Mandatory First-Year Student Orientation Program on Equity Grievance Policy and Process	August 2017	Colgate Chapel — Dean for Conduct	DoV, DaV, SA & S*
Mandatory online primary prevention and awareness training for all incoming students	August 2017	Online program	DoV, DaV, SA & S*

*DoV means domestic violence; DaV means dating violence; SA means sexual assault; and S means stalking.

The university offered the following primary prevention and awareness programs for all new employees in 2017:

Name of Program	Date Held	Location Held	Prohibited Behavior Covered
New Faculty Orientation Program on Equity Grievance Policy and Process	August 2017	Case-Geyer 560 — Title IX Coordinator and Director for EEO/AA	Sexual harassment, DoV, DaV, SA & S*
Equity Grievance Policy Training for Foreign Language Interns and Program Assistants	August 2017	305 Lawrence Hall — Title IX Coordinator	Sexual harassment, DoV, DaV, SA & S*
New Hire Orientation Program (staff) on Equity Grievance Policy and reporting obligations	May and October 2017	Case-Geyer 560 — Title IX Coordinator and Director for EEO/AA	Sexual harassment, DoV, DaV, SA & S*
New staff training: Sexual Harassment, Title IX/sexual misconduct	All year (required at time of hire)	Online training (Human Resources)	Sexual harassment, DoV, DaV, SA & S*
New Residential Life Assistant Directors	January 2017	102 Lathrop Hall—Title IX Coordinator	Sexual harassment, DoV, DaV, SA & S*

The university offered the following ongoing awareness and prevention programs for students in 2017:

Name of Program	Date Held	Location Held	Prohibited Behavior Covered
Posters throughout the school year raised awareness regarding the Equity Grievance Policy, Title IX resources, and student rights.	2017	Throughout campus	DoV, DaV, SA & S*
Responding to Sexual Assault/ Title IX Training for Community Leaders	January 2017	101 Ho Science Center — Title IX Coordinator and Dean for Conduct	Sexual harassment, DoV, DaV, SA & S*
Harassment and Sexual Assault Training for Community Leaders	August 2017	Online and in-person training Olin Hall Auditorium — Title IX Coordinator, Dean for Conduct, and Counseling Center Staff	Sexual harassment, DoV, DaV, SA & S*
EGP/Title IX Training for Admission Tour Guides and Senior Fellows	August 2017	Coop Conference Room — Title IX Coordinator and Counseling Center Staff	Sexual harassment, DoV, DaV, SA & S*
Mandatory Sexual Assault Prevention Training for all Student-Athletes	February, Aug.- Sept. 2017	Coop Conference Room — Title IX Coordinator; Online program Online program	Sexual harassment, DoV, DaV, SA & S*
Mandatory Online Sexual Assault Prevention Training for all Student Leaders	Sept.- Nov. 2017	27 Persson Hall — Title IX	Sexual harassment, DoV, DaV, SA & S*
EGP/Title IX Training for Student Government Association Members	Nov. 2017	Coordinator and Counseling Center Staff various locations	Sexual harassment, DoV, DaV, SA & S*
Yes Means Yes (YMY, positive sexuality)	2017	Various locations YMY leaders	Yes Means Yes is a six-week positive sexuality seminar led by student and faculty/staff facilitators. Created by a student in 2009, Yes Means Yes gives students the unique opportunity to gather with people from across campus to engage in honest discussion. The seminar covers topics of positive sexuality in an attempt to destigmatize and encourage conversation about sex, pleasure, a healthy sexual climate on campus, combating sexual violence, the way different identities interact with sex and sexuality, and more.
<i>This Is Not a Play About Sex</i>	Oct. 2017	Brehmer Theater	A play by Christina Liu '13 includes frank discussion about sexuality, and has been performed on campus multiple times over the years. Peer-led program offered through Shaw Wellness Institute and Haven.
Bystander Intervention Training	2017	Throughout campus	DoV, DaV, SA & S*

The university offered the following primary prevention and awareness programs for employees in 2017:

Name of Program	Date Held	Location Held	Prohibited Behavior Covered
Equity Grievance Panel Member Training: Case Study of nonconsensual sexual intercourse	April 2017	207 Lathrop Hall — Title IX Coordinator	SA*
Equity Grievance Panel Member Annual Mandatory Training: EGP/Title IX	September 2017	207 Lathrop Hall — Title IX Coordinator	Sexual Harassment, DoV, DaV, SA & S*
Equity Grievance Panel Member training: Difficult Issues in Sexual Assault Cases and Sanctioning	October 2017	207 Lathrop Hall — Title IX Coordinator and One Love Trainer	DoV, DaV, SA & S*
Equity Grievance Panel Member Training: Case Study—Sexual Assault	December 2017	207 Lathrop Hall — Title IX Coordinator	SA*
Off-Campus Study Group Directors Training on Sexual Assault Response	May 2017	101A McGregory Hall — Director of Off-Campus Study	Sexual Harassment, DoV, DaV, SA & S*

In addition to the programs listed above, the [Sexual Violence Resources, Support, and Education](#) website was available. This website provided links to the policy/process, EGP member list, and a link for faculty and staff on how to support a student who shares a concern of sexual violence. This was passive education available to all employees, as well as students, and the website was listed on a poster included in the poster campaign across campus. Advertising space was purchased in the student newspaper, providing information on our EGP policy and process and EGP member list.

Where can I get more help?

A person in a dangerous emergency situation requiring immediate intervention should call 911 for immediate assistance.

You can call any of these numbers — day or night. The hotline operators can answer your specific questions and direct you to further resources.

- Help Restore Hope Center - 24-Hour Hotline - Madison County: 1-855-9-NOWSAFE/1-855-966-9723
- Vera House 24-hour Hotline: 315-468-3260
- NYS Domestic and Sexual Violence Hotline Numbers: English: 1-800-942-6906, TTY: 1-800-818-0656; Spanish: 1-800-942-6908, TTY: 1-800-780-7660

For further help and information regarding what to do in a situation of domestic violence or sexual assault:

- [New York State Office for the Prevention of Domestic Violence](#)
- [New York State Coalition Against Sexual Assault](#)
- [New York State Coalition Against Domestic Violence \(CADV\)](#) (maintains list of available resources by county)
- [National Office on Violence Against Women](#)
- [NYC Anti-Violence Project](#) - 212-714-1141 (24-hour English and Spanish hotline)
- [Rape, Abuse, and Incest National Network](#)
- [Respect Love, Love Respect](#) - NYS Dating Abuse website
- [Department of Justice](#)
- [Department of Education, Office of Civil Rights](#)

State laws

State of New York laws can be found in the New York State Senate — browse the Laws of New York and viewed at www.nysenate.gov/legislation.

The following excerpts can be compared with the federal definitions under the section on “Definitions for the Clery Crime Statistics Charts.”

- Sex Offenses; definition of terms - Penal (PEN) – § 130.00
 - “Sexual intercourse” has its ordinary meaning and occurs upon any penetration, however slight.
 - “Oral sexual conduct” means conduct between persons consisting of contact between the mouth and the penis, the mouth and the anus, or the mouth and the vulva or vagina.
 - “Anal sexual conduct” means conduct between persons consisting of contact between the penis and anus.
 - “Sexual contact” means any touching of the sexual or other intimate parts of a person for the purpose of gratifying sexual desire of either party. It includes the touching of the actor by the victim, as well as the touching of the victim by the actor, whether directly or through clothing, as well as the emission of ejaculate by the actor upon any part of the victim, clothed or unclothed.
 - “Foreign object” means any instrument or article which, when inserted in the vagina, urethra, penis, rectum, or anus, is capable of causing physical injury.
 - “Sexual conduct” means sexual intercourse, oral sexual conduct, anal sexual conduct, aggravated sexual contact, or sexual contact.
-
- First Degree Rape – § 130.35: Class B felony punishable by imprisonment for not more than 25 years.
 - Second Degree Rape – § 130.30: Class D felony punishable by imprisonment for not more than seven years.
 - Third Degree Rape – § 130.25: Class E felony punishable by imprisonment for not more than four years.
 - Sexual Misconduct – § 130.20: Class A misdemeanor punishable by imprisonment for not more than one year.
 - Forcible Touching – § 130.52: Class A misdemeanor punishable by imprisonment for not more than one year.
 - First Degree Incest – § 255.27: Class B felony punishable by imprisonment for not more than 25 years.
 - Second Degree Incest – § 255.26: Class D felony punishable by imprisonment for not more than seven years.
 - Third Degree Incest – § 255.25: Class E felony punishable by imprisonment for not more than four years.

Consent – Penal (PEN) - § 130.05

New York State only defines “Lack of Consent” involving sex offenses in New York State Penal Law § 130.05 as:

Whether or not specifically stated, it is an element of every offense defined in this article that the sexual act was committed without consent of the victim. Lack of consent results from:

- Forcible compulsion; or
- Incapacity to consent; or
- Where the offense charged is sexual abuse or forcible touching, any circumstances, in addition to forcible compulsion or incapacity to consent, in which the victim does not expressly or impliedly acquiesce in the actor’s conduct.

Where the offense charged is rape in the third degree as defined in the New York State Penal Law, subdivision three of section 130.25, or criminal sexual act in the third degree as defined in subdivision three of section 130.40, in addition to forcible compulsion, circumstances under which, at the time of the act of intercourse, oral sexual conduct, or anal sexual conduct, the victim clearly expressed that he or she did not consent to engage in such act, and a reasonable person in the actor’s situation would have understood such person’s words and acts as an expression of lack of consent to such act under all the circumstances.

A person is deemed incapable of consent when he or she is less than 17 years old; or mentally disabled; or mentally incapacitated; or physically helpless.

Domestic Violence (includes dating violence)

Domestic violence refers to violent behavior (including, but not limited to, sexual or physical abuse or the threat of such abuse) between spouses, former spouses or intimate partners, cohabitating romantic partners or individuals who were formerly cohabitating romantic partners, individuals who share a child in common, individuals who are similarly situated to spouses and/or individuals who are protected from the other person’s acts under the domestic or family violence laws of the jurisdiction in which the act of violence occurs.

Domestic Violence – Social Services (SOS) –§ 459-A is defined in New York State Social Services Law as:

1. “Victim of domestic violence” means any person over the age of 16, any married person or any parent accompanied by his or her minor child or children in situations in which such person or such person’s child is a victim of an act which would constitute a violation of the penal law, including, but not limited to acts constituting disorderly conduct, harassment, aggravated harassment, sexual misconduct, forcible touching, sexual abuse, stalking, criminal mischief, menacing, reckless endangerment, kidnapping, assault, attempted assault, attempted murder, criminal obstruction of breathing or blood circulation, or strangulation; and (i) such act or acts have resulted in actual physical or emotional injury or have created a substantial risk of physical or emotional harm to such person or such person’s child; and (ii) such act or acts are or are alleged to have been committed by a family or household member.

2. “Family or household members” mean the following individuals:
 - persons related by consanguinity or affinity;
 - persons legally married to one another;
 - persons formerly married to one another regardless of whether they still reside in the same household;
 - persons who have a child in common regardless of whether such persons are married or have lived together at any time;
 - unrelated persons who are continually or at regular intervals living in the same household or who have in the past continually or at regular intervals lived in the same household;
 - persons who are not related by consanguinity or affinity and who are or have been in an intimate relationship regardless of whether such persons have lived together at any time. Factors that may be considered in determining whether a relationship is an “intimate relationship” include, but are not limited to: the nature or type of relationship, regardless of whether the relationship is sexual in nature; the frequency of interaction between the persons; and the duration of the relationship. Neither a casual acquaintance nor ordinary fraternization between two individuals in business or social contexts shall be deemed to constitute an “intimate relationship”; or
 - any other category of individuals deemed to be a victim of domestic violence as defined by the office of children and family services in regulation.
3. “Parent” means a natural or adoptive parent or any individual lawfully charged with a minor child’s care or custody.

Stalking – Penal (PEN)

First Degree Stalking – § 120.60: Class D felony punishable by imprisonment for not more than seven years.

Second Degree Stalking – § 120.55: Class E felony punishable by imprisonment for not more than four years.

Third Degree Stalking – § 120.50: Class A misdemeanor punishable by imprisonment for not more than one year.

Fourth Degree Stalking – § 120.45: Class B misdemeanor punishable by imprisonment for not more than three months.

Sex Offender Registration The Adam Walsh Child Protection and Safety Act of 2006 (42 U.S.C. 16921) requires institutions of higher education to provide where law enforcement agency information provided by a state concerning registered sex offenders may be obtained. It also requires sex offenders already required to register in a state to provide notice, as required under state law, of each institution of higher education in that state at which the person is employed, carries on a vocation, volunteers services, or is a student.

For Colgate University and Madison County, the Madison County Sheriff’s Office is the contact agency for questions relating to our local sex offender registry. Community members may also access the New York State Sexual Offender Registry at the following web address: [New York State Sexual Offender Registry](#).

Crime Statistics

Campus crime, arrest and referral statistics include those incidents reported to Campus Safety, law enforcement agencies, and designated campus officials considered to be “Campus Security Authorities” (CSAs). These incident reports also are reviewed by Campus Safety administrators for consideration of timely warning notices. CSAs include but are not limited to University Residential Life staff; various Dean of the College staff; athletics coaches; Office of Equity and Diversity; student conduct office; Human Resources; and advisors to recognized student organizations.

Campus “Professional Counselors” in the Counseling Center have state-provided confidential privilege and are not required to report crimes for inclusion into the Annual Security Report. However, as a matter of policy, they are encouraged to inform persons being counseled of the procedures to report crimes on a voluntary basis for inclusion into the annual crime statistics.

The following statistics for calendar years 2015, 2016, and 2017 were reported to the Campus Safety Department, other Campus Security Authorities, university officials, or local law enforcement agencies. The statistics reflect crimes which occur not only on the main campus, but also at any noncampus property, public property as defined below, and specifically in campus residential housing facilities.

Every case/investigation report prepared by Campus Safety staff and included in the daily report summary is reviewed initially by Campus Safety administrative staff to ensure the case is properly classified for the incident. The cases/investigation reports are reviewed a second time for proper classification and counting of statistical data for any Clery Act crimes and referrals detailed by this federal law for inclusion in this annual report and on the Department of Education’s website.

In addition to Campus Safety reports, data is requested and included when received from all local law enforcement agencies having jurisdiction for any campus or noncampus properties. Data is also collected from the University Conduct Office. Both sets of data are cross-checked against the Campus Safety report data to minimize double counting of statistics.

Crime Statistics

OFFENSE	YEAR	ON-CAMPUS PROPERTY	RESIDENTIAL FACILITIES*	NONCAMPUS BUILDING OR PROPERTY	PUBLIC PROPERTY
MURDER AND NONNEGLIGENT MANSLAUGHTER	2015	0	0	0	0
	2016	0	0	0	0
	2017	0	0	0	0
MANSLAUGHTER BY NEGLIGENCE	2015	0	0	0	0
	2016	0	0	0	0
	2017	0	0	0	0
RAPE	2015	9	8	0	0
	2016	4	4	0	0
	2017	3	3	2	0
FONDLING	2015	1	1	0	0
	2016	2	1	0	0
	2017	1	0	0	0
INCEST	2015	0	0	0	0
	2016	0	0	0	0
	2017	0	0	0	0
STATUTORY RAPE	2015	0	0	0	0
	2016	0	0	0	0
	2017	0	0	0	0
ROBBERY	2015	0	0	0	0
	2016	0	0	0	0
	2017	0	0	0	0
AGGRAVATED ASSAULT	2015	0	0	0	0
	2016	2	2	0	0
	2017	0	0	0	0
BURGLARY	2015	8	8	0	0
	2016	12	10	1	0
	2017	20	18	4	0
MOTOR VEHICLE THEFT	2015	0	0	0	0
	2016	0	0	0	0
	2017	0	0	0	0
ARSON	2015	0	0	0	0
	2016	3	0	0	0
	2017	0	0	0	0
DOMESTIC VIOLENCE	2015	0	0	0	0
	2016	0	0	0	0
	2017	1	0	0	0
DATING VIOLENCE	2015	0	0	0	0
	2016	1	1	0	0
	2017	0	0	0	0
STALKING	2015	1	0	0	0
	2016	0	0	1	0
	2017	0	0	0	0

* Crimes reported in the residential facilities are also included in the On-campus category.

In 2017, four (4) burglary and two (2) rape offenses are noted for non-campus properties. Two (2) each of the burglary offenses occurred at student travel housing sites in Manchester, England, and Washington, D.C. The two (2) rape offenses occurred at the Manchester, England, housing site. None of these incidents involved Colgate students.

The following is additional information regarding crime reports on campus. This information is not required by the Clery Act but is deemed helpful to our campus community. This statistical information reported to Campus Safety or provided by staff with confidential privilege does not include any victim identifying information. It only represents all incidents reported, directly or indirectly, during the year, including incidents on and off campus, including out of state and out of the U.S., as well as incidents that occurred during the reporting year or in previous years. Perpetrators could be strangers, friends, family members, or acquaintances.

- In CY 2015, three (3) additional sex offenses were reported to Campus Safety. One (1) occurred in a non-reportable area and two (2) lacked sufficient information to determine the offense or geographical reporting area.
- In CY 2016, one (1) additional sex offense was reported to Campus Safety. The location of the offense occurred in a non-reportable area.
- In CY 2017, two (2) sex offenses occurred in 2014, two (2) in 2015, five (5) in 2016, and thirteen (13) in 2017

Judicial Referrals

OFFENSE	YEAR	ON-CAMPUS PROPERTY	RESIDENTIAL FACILITIES*	NONCAMPUS BUILDING OR PROPERTY	PUBLIC PROPERTY
LIQUOR LAW VIOLATIONS	2015	194	194	0	0
	2016	201	152	0	4
	2017	164	130	3	17
DRUG LAW VIOLATIONS	2015	134	128	0	0
	2016	150	150	0	0
	2017	212	205	0	0
ILLEGAL WEAPONS POSSESSIONS	2015	2	2	0	0
	2016	1	1	0	0
	2017	4	4	0	0

Arrests

OFFENSE	YEAR	ON-CAMPUS PROPERTY	RESIDENTIAL FACILITIES*	NONCAMPUS BUILDING OR PROPERTY	PUBLIC PROPERTY
LIQUOR LAW	2015	0	0	0	0
	2016	0	0	0	20
	2017	2	2	0	31
DRUG LAW	2015	2	1	0	0
	2016	1	1	0	0
	2017	0	0	0	1
ILLEGAL WEAPONS POSSESSIONS	2015	0	0	0	0
	2016	0	0	0	0
	2017	0	0	0	0

* Crimes reported in the residential facilities are also included in the On-campus category.

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 that occurred on campus during 2015.

Hate Crimes

There were no hate crimes reported in 2015, 2016, or 2017.

Definitions for the Clery Crime Statistics Charts

Aggravated Assault - An unlawful attack by one person upon another wherein 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.).

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.

Bias Crime - See Hate Crime

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

Dating Violence - Violence committed by a person who is or has been in a social relationship of a romantic or intimate nature with the victim. The existence of such a relationship shall be determined based on the reporting party's statement and with consideration of the length of the relationship, the type of relationship, and the frequency of interaction between the persons involved in the relationship. For the purposes of this definition, dating violence includes, but is not limited to, sexual or physical abuse or the threat of such abuse and dating violence does not include acts covered under the definition of domestic violence.

Domestic Violence - A felony or misdemeanor crime of violence committed: By a current or former spouse or intimate partner of the victim; By a person with whom the victim shares a child in common; By a person who is cohabitating with, or has cohabitated with, the victim as a spouse or intimate partner; By a person similarly situated to a spouse of the victim under the domestic or family violence laws of the jurisdiction in which the crime of violence occurred; By any other person against an adult or youth victim who is protected from that person's acts under the domestic or family violence laws of the jurisdiction in which the crime of violence occurred.

Drug Abuse Violations - Violations of state and local laws prohibiting the production, distribution, and/or use of certain controlled substances and the equipment or devices utilized in their preparation and/or use. The unlawful cultivation, manufacture, distribution, sale, purchase, use, possession, transportation, or importation of any controlled drug or narcotic substance. Arrests for violations of state and local laws, specifically those relating to the unlawful possession, sale, use, growing, manufacturing, and making of narcotic drugs.

Forcible Sodomy - Oral or anal sexual intercourse with another person, without the consent of the victim, including instances where the victim is incapable of giving consent because of his/her age or because of his/her temporary or permanent mental or physical incapacity. Beginning in 2013, these reports, if any, are included in the rape category.

Hate Crime - A crime reported to local police agencies or to a campus security authority that manifests evidence that the victim was intentionally selected because of the perpetrator's bias against the victim. For the purposes of this section, the categories of bias include the victim's actual or perceived race, religion, gender, gender identity, sexual orientation, ethnicity, national origin, and disability.

Larceny - The unlawful taking, carrying, leading, or riding away of property from the possession, or constructive possession, of another person.

Liquor Law Violations - The violation of laws or ordinances prohibiting: the manufacture, sale, transporting, furnishing, 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.)

Manslaughter by Negligence - The killing of another person through negligence.

Motor Vehicle Theft - The theft of a motor vehicle. *Note: A "motor vehicle" is a self-propelled vehicle that runs on the surface of land and not on rails, and which includes automobiles, buses, recreational vehicles, trucks, motorcycles, motor scooters, trail bikes, mopeds, snowmobiles and golf carts.*

Murder and Nonnegligent Manslaughter - The willful (nonnegligent) killing of one human being by another.

Noncampus Building or Property - Any building or property owned or controlled by a student organization that is officially recognized by the institution; or 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.

On-Campus Building or Property - 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 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).

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.

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.

Sexual Assault - An offense that meets the definition of rape, fondling, incest, or statutory rape as used in the FBI's UCR program.

Sexual Assault With An Object - To use an object or instrument to unlawfully penetrate, however slightly, the genital or anal opening of the body of another person, without the consent of the victim, including instances where the victim is incapable of giving consent because of his/her age or because of his/her temporary or permanent mental or physical incapacity. Beginning in 2013, these reports, if any, are included in the rape category.

Sex Offenses - Any sexual act directed against another person, without the consent of the victim, including instances where the victim is incapable of giving consent.

- Rape - The penetration, no matter how slight, of the vagina or anus with any body part or object, or oral penetration by a sex organ of another person, without the consent of the victim. This offense includes the rape of both males and females.
- Fondling - The touching of the private body parts of another person for the purpose of sexual gratification, without the consent of the victim, including instances where the victim is incapable of giving consent because of his/her age or because of his/her temporary or permanent mental incapacity.
- Incest - Nonforcible 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.

Stalking - Engaging in a course of conduct directed at a specific person that would cause a reasonable person to: Fear for the person's safety or the safety of others; or suffer substantial emotional distress.

For the purpose of this definition:

- Course of conduct means two or more acts, including, but not limited to, acts in which the stalker directly, indirectly, or through third parties, by any action, method, device, or means, follows, monitors, observes, surveils, threatens, or communicates to or about a person, or interferes with a person's property.
- Reasonable person means a reasonable person under the similar circumstances and with similar identities to the victim.
- Substantial emotional distress means significant mental suffering or anguish that may, but does not necessarily, require medical or other professional treatment or counseling.
- Any incident meeting this definition is considered a crime for the purposes of Clery Act Reporting.

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.

Definitions from the Department of Justice or the Jeanne Clery Disclosure of Campus Security Policy and Campus Crime Statistics Act.

Annual Fire Safety Report

Fire Safety Reports on Student Housing Fire Statistics

Colgate University reports student housing had zero (0) fires for 2015 and 2016 and four (4) fires with no injuries for 2017. For all three (3) calendar years, there were no fatalities, and minimal property damage due to the fires.

On-Campus Student Housing and Life Safety Systems

Colgate University has a total of 32 on-campus student housing facilities. Each facility is equipped with addressable fire detection systems, including smoke and heat detectors, and pull-box stations. Each facility is fully outfitted with a fire suppression (sprinkler) system. All fire life safety systems report to Campus Safety's Communication Center.

Fire Doors

Stairwell fire doors must be kept closed at all times.

Fire Extinguishers and Other Fire-Safety Devices

Every residence facility is equipped with fire extinguishers and smoke/heat detectors. Tampering with any fire safety equipment (including but not limited to fire extinguishers, covering smoke detectors or fire sprinklers) or obstructing other fire-safety devices is considered a serious offense that may lead to disciplinary action and fines.

Mandatory Supervised Fire Drills

Colgate conducts four (4) fire evacuation drills per calendar year in each on-campus student residential facility. The fire evacuation drills are conducted by the Campus Safety, Environmental Health and Safety, and Emergency Management Departments in accordance with state and local fire codes. The fire evacuation drills are unannounced and conducted by activating each individual fire alarm system in each on-campus student housing facility. Two (2) of the fire evacuation drills are conducted during the daytime and two (2) of the fire evacuation drills are conducted in the evening/night. Fire drills are intended to orient the residents of the building with fire evacuation procedures and emergency exit locations. Students must comply with fire alarms and evacuate when the alarm sounds. Failure to do so may result in disciplinary action.

Fire Inspections for On-Campus Student Housing

On campus student housing fire inspections are conducted by the New York State Office of Fire Prevention and Control during the fall semester and by the Village of Hamilton Code Enforcement Office during the spring semester.

Fire Safety Policies and Rules

Evacuation routes have been posted in all residence halls. All university fire alarms report directly to Campus Safety. For life safety, students are required to evacuate a building whenever a fire alarm is activated. A room-by-room evacuation check is conducted during every fire alarm. Individuals who fail to evacuate a university building during a fire alarm will be subject to disciplinary action. In accordance with New York State fire codes, fire drills are conducted at the beginning of each semester to ensure campus residents are familiar with building evacuation routes.

The willful report of a fire and/or initiation of a fire alarm system activation (alarm) when no such danger exists is illegal and subject to disciplinary action as well as criminal charges. Intentionally setting a fire in or on university property (including in the Colgate Cross Country and Hiking Trails) or causing a fire through gross negligence is strictly prohibited. Students found responsible for either of these acts will be subject to criminal charges and disciplinary action.

All Colgate University buildings are outfitted with fire safety equipment. Tampering with or misuse of fire safety equipment is a violation of New York State law and may result in university disciplinary action, fines, and/or criminal charges. If a student is found responsible for the misuse or tampering of fire safety equipment, the university may charge them for the cost of any required repairs and/or restorative expenses. In residential buildings, where no student accepts responsibility for damaged or expended fire safety equipment, the Office of Residential Life may, at their discretion, assess a fee on a pro rata basis to a room, apartment, floor, or building.

The possession and/or use of fireworks on university property without a permit obtained from the Village of Hamilton via the Colgate University Department of Emergency Management is prohibited. Students who possess or use fireworks will be subject to disciplinary action.

Colgate University has prohibitions on smoking and for items including candles (even for decoration and unlit), incense, potpourri burners, halogen lamps, neon signs, extension cords, and halogen lights.

Flammable liquids (including but not limited to turpentine, paint, gasoline, propane, kerosene, charcoal lighter fluid, and ether) and equipment that uses combustible fuel (e.g., motorcycles, mopeds) cannot be stored in a residential building. Gas or charcoal grills are not permitted in the residence halls. Gas and charcoal grills are prohibited from use or storage on the decks and porches of apartments, houses, and townhouses at all times.

Natural holiday trees are prohibited in all residential facilities. UL-approved lights may be used seasonally, for short-term use, on artificial trees or for decorative purposes. Trees cannot be located at the bottom of a stairwell, in an egress, or within 25 feet of an exit. Holiday lights are cited violations by the New York State Office of Fire Prevention and Control. All holiday decorations must be removed prior to semester breaks.

Training

Fire safety presentations are provided to all Community Leaders, new students, and fraternity and sorority residents at the beginning of the new academic year. Fire safety programs address: evacuation and emergency preparedness, organizational mandates, fire inspection program, fire extinguisher use, life safety systems, and fire safety rules and regulations.

The Department of Emergency Management provides fire safety training to the entire campus by conducting a mock student room fire demonstration in the student housing quad, hands-on fire extinguisher training, and an education presentation which coincides with the mock fire.

Institutions with student residential facilities will need to publish an annual fire safety report on campus fire safety practices and standards. The report must detail, for each on-campus student housing facility, statistics for the most recent years on:

- number and cause of any fires
- number of injuries requiring medical care
- number of deaths
- the value of property damaged
- a description of each housing facility's fire safety system, including sprinklers
- the number of regular mandatory fire drills
- the institution's policies and rules on portable electrical appliances, smoking, and open flames, evacuation procedures, and fire safety education and training
- plan for improving fire safety, if determined necessary

In addition, campuses must keep a log to record all fires in student housing facilities including nature, date, time, and general location of each fire.

Campus Residential Student Housing Fire Report 2015

STUDENT HOUSING FACILITY	FIRES	FIRE CAUSE	INJURIES	DEATHS	PROPERTY DAMAGE
ANDREWS HALL	0	-	0	0	\$0.00
BRYAN COMPLEX	0	-	0	0	\$0.00
CURTIS HALL	0	-	0	0	\$0.00
113 BROAD STREET	0	-	0	0	\$0.00
DRAKE HALL	0	-	0	0	\$0.00
EAST HALL	0	-	0	0	\$0.00
GATE HOUSE	0	-	0	0	\$0.00
LA CASA PAN-LATINA AMERICANA HOUSE	0	-	0	0	\$0.00
NEWELL APARTMENTS	0	-	0	0	\$0.00
PARKER APARTMENTS	0	-	0	0	\$0.00
STILLMAN HALL	0	-	0	0	\$0.00
UNIVERSITY COURT APARTMENTS	0	-	0	0	\$0.00
WEST HALL	0	-	0	0	\$0.00
40 BROAD ST.	0	-	0	0	\$0.00
49 BROAD ST.	0	-	0	0	\$0.00
52 BROAD ST.	0	-	0	0	\$0.00
66 BROAD ST.	0	-	0	0	\$0.00
70 BROAD ST.	0	-	0	0	\$0.00
72 BROAD ST.	0	-	0	0	\$0.00
80 BROAD ST.	0	-	0	0	\$0.00
84 BROAD ST.	0	-	0	0	\$0.00
88 BROAD ST.	0	-	0	0	\$0.00
92 BROAD ST.	0	-	0	0	\$0.00
94 BROAD ST.	0	-	0	0	\$0.00
100 BROAD ST.	0	-	0	0	\$0.00
102 BROAD ST.	0	-	0	0	\$0.00
104 BROAD ST.	0	-	0	0	\$0.00
110 BROAD ST.	0	-	0	0	\$0.00
114 BROAD ST.	0	-	0	0	\$0.00
118 BROAD ST.	0	-	0	0	\$0.00
180 BROAD ST.	0	-	0	0	\$0.00
100 HAMILTON ST.	0	-	0	0	\$0.00

Campus Residential Student Housing Fire Report 2016

STUDENT HOUSING FACILITY	FIRES	FIRE CAUSE	INJURIES	DEATHS	PROPERTY DAMAGE
ANDREWS HALL	0	-	0	0	\$0.00
BRYAN COMPLEX	0	-	0	0	\$0.00
CURTIS HALL	0	-	0	0	\$0.00
113 BROAD STREET	0	-	0	0	\$0.00
DRAKE HALL	0	-	0	0	\$0.00
EAST HALL	0	-	0	0	\$0.00
GATE HOUSE	0	-	0	0	\$0.00
LA CASA PAN-LATINA AMERICANA HOUSE	0	-	0	0	\$0.00
NEWELL APARTMENTS	0	-	0	0	\$0.00
PARKER APARTMENTS	0	-	0	0	\$0.00
STILLMAN HALL	0	-	0	0	\$0.00
UNIVERSITY COURT APARTMENTS	0	-	0	0	\$0.00
WEST HALL	0	-	0	0	\$0.00
40 BROAD ST.	0	-	0	0	\$0.00
49 BROAD ST.	0	-	0	0	\$0.00
52 BROAD ST.	0	-	0	0	\$0.00
66 BROAD ST.	0	-	0	0	\$0.00
70 BROAD ST.	0	-	0	0	\$0.00
72 BROAD ST.	0	-	0	0	\$0.00
76 BROAD ST.	0	-	0	0	\$0.00
80 BROAD ST.	0	-	0	0	\$0.00
84 BROAD ST.	0	-	0	0	\$0.00
88 BROAD ST.	0	-	0	0	\$0.00
92 BROAD ST.	0	-	0	0	\$0.00
94 BROAD ST.	0	-	0	0	\$0.00
100 BROAD ST.	0	-	0	0	\$0.00
102 BROAD ST.	0	-	0	0	\$0.00
104 BROAD ST.	0	-	0	0	\$0.00
110 BROAD ST.	0	-	0	0	\$0.00
114 BROAD ST.	0	-	0	0	\$0.00
118 BROAD ST.	0	-	0	0	\$0.00
180 BROAD ST.	0	-	0	0	\$0.00
100 HAMILTON ST.	0	-	0	0	\$0.00
22 UTICA ST.	0	-	0	0	\$0.00

Campus Residential Student Housing Fire Report 2017

STUDENT HOUSING FACILITY	FIRES	FIRE CAUSE	INJURIES	DEATHS	PROPERTY DAMAGE
ANDREWS HALL	0	-	0	0	\$0.00
BRYAN COMPLEX	0	-	0	0	\$0.00
CURTIS HALL	0	-	0	0	\$0.00
113 BROAD STREET	0	-	0	0	\$0.00
DRAKE HALL	0	-	0	0	\$0.00
EAST HALL	0	-	0	0	\$0.00
GATE HOUSE	0	-	0	0	\$0.00
LA CASA PAN-LATINA AMERICANA HOUSE	0	-	0	0	\$0.00
NEWELL APARTMENTS	1	Unintentional fire — roll of paper towels accidentally ignited near stove	0	0	\$0.00
PARKER APARTMENTS	0	-	0	0	\$0.00
STILLMAN HALL	0	-	0	0	\$0.00
UNIVERSITY COURT APARTMENTS	1	Unintentional fire — electrical-wall heater	0	0	\$271.95
WEST HALL	0	-	0	0	\$0.00
40 BROAD ST.	0	-	0	0	\$0.00
49 BROAD ST.	0	-	0	0	\$0.00
52 BROAD ST.	0	-	0	0	\$0.00
66 BROAD ST.	0	-	0	0	\$0.00
70 BROAD ST.	0	-	0	0	\$0.00
72 BROAD ST.	0	-	0	0	\$0.00
76 BROAD ST.	0	-	0	0	\$0.00
80 BROAD ST.	0	-	0	0	\$0.00
84 BROAD ST.	0	-	0	0	\$0.00
88 BROAD ST.	0	-	0	0	\$0.00
92 BROAD ST.	1	Unintentional fire — microwave cooking	0	0	\$360.54
94 BROAD ST.	0	-	0	0	\$0.00
100 BROAD ST.	0	-	0	0	\$0.00
102 BROAD ST.	0	-	0	0	\$0.00
104 BROAD ST.	0	-	0	0	\$0.00
110 BROAD ST.	0	-	0	0	\$0.00
114 BROAD ST.	0	-	0	0	\$0.00
118 BROAD ST.	0	-	0	0	\$0.00
180 BROAD ST.	1	Unintentional fire in oven during self-cleaning cycle	0	0	\$1,438.52
100 HAMILTON ST.	0	-	0	0	\$0.00
22 UTICA ST.	0	-	0	0	\$0.00

Campus Residential Student Housing Fire Report Systems

RESIDENCE FACILITY	FULLY SPRINKLERED	FIRE DETECTION
ANDREWS HALL (15 ALUMNI DR.)	YES (WET SYSTEM)	YES
BRYAN COMPLEX (31 BRYAN ROADWAY)	YES (WET SYSTEM)	YES
CURTIS HALL (27 CONANT RD.)	YES (WET SYSTEM)	YES
113 BROAD ST.	YES (WET SYSTEM)	YES
DRAKE HALL (29 CONANT RD.)	YES (WET SYSTEM)	YES
EAST HALL (19 ALUMNI RD.)	YES (WET SYSTEM)	YES
GATE HOUSE (10 OAK DR.)	YES (WET SYSTEM)	YES
LA CASA PAN-LATINA AMERICANA HOUSE (49 BROAD ST.)	YES (WET SYSTEM)	YES
NEWELL APARTMENTS (59 UNIVERSITY COURT)	YES (WET SYSTEM)	YES
PARKER APARTMENTS (59 UNIVERSITY COURT)	YES (WET SYSTEM)	YES
STILLMAN HALL (16 ALUMNI DRIVE)	YES (WET SYSTEM)	YES
UNIVERSITY COURT APARTMENTS (60 UNIVERSITY COURT)	YES (WET SYSTEM)	YES
WEST HALL (18 ALUMNI DRIVE)	YES (WET SYSTEM)	YES
KAPPA KAPPA GAMMA (40 BROAD ST.)	YES (WET SYSTEM)	YES
THETA CHI (52 BROAD ST.)	YES (WET SYSTEM)	YES
DELTA UPSILON (66 BROAD ST.)	YES (WET SYSTEM)	YES
LOJ OUTDOOR & ENVIRONMENTAL HOUSE (70 BROAD ST.)	YES (WET SYSTEM)	YES
GAMMA PHI BETA (72 BROAD ST.)	YES (WET SYSTEM)	YES
76 BROAD ST.	YES (WET SYSTEM)	YES
BUNCHE INTERNATIONAL HOUSE (80 BROAD ST.)	YES (WET SYSTEM)	YES
DELTA DELTA DELTA (84 BROAD ST.)	YES (WET SYSTEM)	YES
BETA THETA PHI (88 BROAD ST.)	YES (WET SYSTEM)	YES
PHI TAU (92 BROAD ST.)	YES (WET SYSTEM)	YES
94 BROAD ST.	YES (WET SYSTEM)	YES
CREATIVE ARTS HOUSE (100 BROAD ST.)	YES (WET SYSTEM)	YES
CUSHMAN HOUSE (102 BROAD ST.)	YES (WET SYSTEM)	YES
INTERFAITH HOUSE (104 BROAD ST.)	YES (WET SYSTEM)	YES
PHILANTHROPY HOUSE (110 BROAD ST.)	YES (WET SYSTEM)	YES
PHI DELTA THETA (114 BROAD ST.)	YES (WET SYSTEM)	YES
ASIA INTEREST HOUSE (118 BROAD ST.)	YES (WET SYSTEM WITH DRY PIPE IN ATTIC)	YES
TOWNHOUSE APARTMENTS (180 BROAD ST.)	YES (WET SYSTEM)	YES
100 HAMILTON ST.	YES (WET SYSTEM)	YES

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	6001
Counseling Center and Haven	7385
Dean of the College	7425
Dean of the Faculty.	7222
Associate Dean of the Faculty	7220
Human Resources	7411
Residential Life	7367
Student Health Center	7750
Hamilton Police	315-824-3311
Community Memorial Hospital	315-824-1100
Liberty Resources	315-366-5000 (24-hour hotline)
Vera House	315-468-3260 (24-hour crisis & support line)

From a nonuniversity telephone, dial 228, then the extension. From a cell phone, dial 315-228, then the extension.

Colgate University
13 Oak Drive, Hamilton, NY 13346

Campus Safety Department
315-228-7333

Environmental Health and Safety
315-228-7994

This report is made available to all staff, students and prospective students, and employees, in compliance with the *Jeanne Clery Act*.

Dean of the College

103 Gregory Hall

315-228-7425

deanofthecollege@colgate.edu

Campus Safety Department

315-228-7333

cusafety@colgate.edu

Environmental Health and Safety

Ho Science Center Rm B07

315-228-7994

COLGATE UNIVERSITY