The Student Right-to-Know and Campus Security Act was signed into law in November of 1990. Title II of this Act was known as the Crime Awareness and Campus Security Act which was amended and renamed in 1998 as the Jeanne Clery Disclosure of Campus Security Policy and Campus Statistics Act. This law mandates that institutions receiving Title IV federal funds disseminate crime statistics for certain serious offenses that occurred on campus and in adjacent areas for the current and previous two calendar years.

The purpose of this report is to provide our current and prospective faculty, staff and students with campus safety information including crime statistics and procedures to follow to report a crime. This document was compiled by the Vice President for Student Affairs Office and is also available on the Web at www2.cortland.edu/offices/university-police-department/reports/

NOTE: The College will not retaliate or allow any retaliation toward a person(s) who reports alleged violations of this act.

Reporting Locations

This law requires that campuses report specific criminal activities that occur on campus property and specific areas around those properties. Crimes occur in the community beyond what is required to be reported in this document. Students and employees are advised to exercise caution in ALL locations.

On Campus: includes the main campus property, in campus buildings, the McDonald Building, Main Street SUNY Cortland, and leased property at 22 West Court Street.

Non-campus: includes property owned or rented by student organizations officially recognized by the institution and those owned or operated by the University outside campus boundaries. In 2013, one Greek organization owned or controlled its house: Nu Sigma Chi at 52 Prospect Terr. In addition, the campus owns/operates property at West Campus Apartments, the Outdoor Education Center at Raquette Lake in the Adirondacks, Brauer Field Station on the Helderberg Escarpment near Albany, Hoxie Gorge Nature Preserve outside of Cortland, and the Mohawk Valley Graduate Center (at SUNY IT Spring/Summer 2013, at Mohawk Valley CC Fall 2013). The College also has three abroad locations that we need to request and report crimes: 1) Newport Apartment in Mooloolaba, Queensland (Australia); 2) Chaa Greek Resort, San Ignacio, Cayo District (Belize); and 3) Ballintaggart Holiday Homes, Dingle Co., Kerry, LC (Ireland).

Public Property: includes thoroughfares, streets, sidewalks, parking facilities, and public park or park-like settings immediately adjacent to and accessible from the campus (ref. campus map page 11).

General Campus Information

SUNY Cortland enrolls a full-time student population of over 6,500 and a part-time student population of approximately 600. Over 3,100 reside in 16 residence halls, another 240 reside at the West Campus apartment complex, and up to 11 reside in the Leadership House. The campus employs a full- and part-time workforce (excluding undergraduate students) of approximately 1,200.

Standard Facility Access

Students and employees have access to academic, recreational, and administrative facilities and locations housing cultural and recreational events during scheduled hours. Access to residence halls is limited to students and their guests according to guest procedures (see Code of Student Conduct and the Key to Residence Hall Living available on the Web) as well as residence hall and facilities personnel in the performance of duties.

Related Web Sites


www.cortland.edu/student-conduct/ Code of Student Conduct and Related Policies. Student conduct procedures including student behavior expectations, violation definitions, victims’ rights, violator’s rights, hearing procedures, potential sanctions.

www.cortland.edu/univpolice/homepage.html Crime alert information, crime statistics and prevention, patrol information, emergency blue light phone system, Silent Witness program.

Missing Students

If a member of the University community has reason to believe that a student is missing, he or she should immediately notify the University Police at 607-753-2111. Do not wait if you believe a student is missing.

In addition to registering a general emergency contact, students have the option to identify, confidentially, a person to be contacted in the event the student is determined to be missing. A student who wishes to identify a confidential contact can do so through the myRedDragon portal, select the Student tab, then Banner Web main menu and choose the personal information link, select Update Emergency Contacts and designate the person in the “Relationship” drop down as their “Missing Student” contact. A student’s confidential “Missing Student” contact information will be accessible only by authorized campus officials and law enforcement in the course of the investigation.

On-campus students: University Police will generate a missing person report and initiate an investigation. University Police will notify all local police agencies pursuant to the Memorandums of Understanding. University Police will notify the student’s “Missing Student” emergency contact or the student’s parents/guardian if the student is under 18 years of age (and not considered emancipated) within 24 hours of the University Police determination that the student is officially “missing.”

Off-campus students: The investigation will be referred to the proper local law enforcement agency and the University Police will assist said agency.

Reporting Crimes

All members of the campus community are urged to report criminal incidents, emergencies and suspicious activity. The campus emergency number is 607-753-2111 or 911. These numbers should be used for all fire, medical, and police emergencies. All reports are classified, logged, and responded to thoroughly. The off-campus emergency number is 911. Crimes in progress and any other emergency on campus can be reported directly by any student or employee to University Police who can also be reached by using the campus emergency blue light phones or the residence hall door phones that have a “red” campus police emergency button. University Police officers are dispatched immediately to the site of the report. Incident reports are prepared and kept on file.

Crime Prevention

To help prevent crimes, it is important to secure valuable belongings and be aware of one’s surroundings. To emphasize crime prevention awareness, campus educational programs, seminars, videos, posters, brochures, student newspaper articles, messages from administration, etc., address personal safety including rape/sexual assault, stalking, dating violence, domestic violence, substance use/abuse, importance of locking doors and windows, “buddy” system, etc., and fire and property safety. This information also includes safety services such as the Late Night Campus Shuttle, the Friday and Saturday Downtown Shuttle, counseling, mental health services, medical resources, and emergency services.

No matter how safe our community is, the potential for crime exists everywhere, including college campuses. Everyone in the community must do his or her part to keep themselves and others safe. Don’t let your behavior put yourself or others at risk.
Safety and Security Responsibility

University Police

Campus safety and law enforcement is coordinated by the University Police Department that has a force of sworn officers with full arrest powers. SUNY police officers must meet the highest standards in New York State for law enforcement officers. Officers have successfully completed a basic training program administered by the State University at the New York State Police Academy in Albany, New York, or a local regional academy. They also undergo continuous training to upgrade their skills. Officers have been trained in emergency medical procedures and first aid. Foot, bike and vehicle patrols are conducted on campus and in residence hall areas 24 hours per day, 365 days per year. The Department’s objective is to provide a safe environment and protect the lives and property of students, employees and visitors, pursued within the framework of the State University of New York rules and regulations and all local, state and federal laws. The investigation of crimes committed on campus falls under the jurisdiction of University Police. A daily log of incidents that occur on campus is kept and is available for the public to view from 8 a.m. – 4 p.m. Monday through Friday or by request. The log includes the date, time, general location, and disposition of the complaint. Entries are available for review unless they are deemed “confidential” by the chief of University Police for safety and security reasons.

University Police works closely with the Cortland City Police, the Sheriff’s Department and the New York State Police to assist with incidents that occur off campus but may involve campus students or employees. The New York State Campus Security Act requires all public, private, community colleges and universities in New York to have a formal plan that provides for the investigation of missing students and violent felony offenses on campus. This involves written agreements between university and college authorities and the municipal law enforcement agencies having concurrent jurisdiction. SUNY Cortland’s University Police has a local Mutual Order of Understanding (MOU) with the Cortland City Police Department, the Cortland County Sheriff’s Office, and the New York state Police in the event a violent felony or a missing student is reported to campus authorities. Should such a report be received, University Police would request assistance from these agencies and would conduct a complete investigation.

University Police Advisory Board

This Board’s responsibilities are: 1) to advise the president and chief of University Police on matters of campus security, public safety (including signage and parking), and personal safety; 2) to review and suggest improvement in safety and education programs; 3) to access availability of counseling services for crime victims; 4) to review victim referral and campus response procedures for sexual assault situations; 5) to conduct ongoing assessment of the quality of campus personal safety policies, practices, procedures, and programs; and 6) to conform to the 1990 Amendment to Section 6450 of the Education Law by providing information to incoming students about sexual assault prevention measures, penalties and related security procedures. Annual reports must be filed with the commissioner of education (ref. College Handbook, Section 130.08).

Behavioral Assessment Team

This team formalizes a process for reporting and addressing specific, alarming behaviors that do not fall within existing reporting procedures such as those established by the Counseling Center, University Police, Residence Life and Housing, and the Student Conduct Office. Specifically this team will create a care management system to intervene early with students who are at risk. They will: 1) watch for information, both oral and written, from faculty and staff about behavior that may be threatening; 2) stay attuned to escalating behavior or potential physical violence; and 3) develop a plan of action for the student such as contacting parents, referrals to various campus resources, disciplinary action, etc.

Physical Plant

The campus Physical Plant maintains the campus buildings and grounds with a priority of safety and security. Staff inspect campus facilities regularly, promptly make repairs affecting safety and security, and respond immediately to reports of potential safety and security hazards such as broken windows and locks. For concerns about the physical safety of campus buildings and grounds, call the Physical Plant Office 607-753-2100 8 a.m. – 4:30 p.m., Monday through Friday. Emergencies outside of these hours should be reported to University Police 607-753-2112.

The campus is well lighted, and improvements on lighting are a constant consideration. SUNY Cortland has installed high-intensity sodium vapor lights on buildings, in parking lot areas, in areas with heavy landscaping and trees, and along pathways frequently traveled by students. Outdoor emergency blue light phones and residence hall door phones are connected directly to University Police. In addition, security cameras have been added to areas vulnerable to vandalism and continue to be added as facilities are renovated and improved.

Examples of Crime Prevention Programs

- **Online Communities Program** that shows the importance of protecting privacy while using social networking Internet sites.

- **Civilian Ride Along program.** Ride along with an officer on routine patrol to gain first-hand knowledge of police procedures and operations.

- **Meet the University Police.** University Police personnel discuss the professional role University Police officers play on campus.

- **Stop Theft ID** computer identification program. An anti-theft and recovery program designed mainly for laptop computers.

- **Fatal Vision Program.** Demonstrates how quickly impairment can turn into potentially devastating consequences for anyone who drives while impaired by alcohol or other drugs.

- **Operation Lockout** demonstrates how easy it is to become the victim of a crime. Students are shown simple steps to take to prevent theft and enhance safety.

- **RAD (Rape Aggression Defense) Program** teaches realistic defense tactics and techniques for women taught by nationally certified R.A.D. instructors. For more information, visit [http://www2.cortland.edu/offices/university-police-department/index.dot](http://www2.cortland.edu/offices/university-police-department/index.dot)
Safety and Security Responsibility Continued...

Residence Life and Housing

Staff are committed to providing a safe environment for students within the residence halls. Students are made aware of safety concerns as well as prevention tactics and personal responsibility through a variety of in-hall mediums. Each residence hall is supervised by a residence hall director who is a professional staff member residing within the hall. Each building is also staffed with a number of trained resident assistants (RAs). There is a designated residence hall director “on duty” 24 hours a day, every day of the week. Each residence hall has an RA “on duty” from 9 p.m. to 8 a.m. every day of the week.

Residence hall students are issued a key to their room and use their SUNY Cortland ID card for access to their own residence hall main entrance. Hall entrances are locked 24 hours/day, and a campus-only phone is located at the main entrance.

Emergency Response

The College’s leadership is trained in assessing emergency situations, appropriately responding to emergencies, and initiating necessary communication with those immediately impacted by the event and the greater campus community.

The chief of University Police, in consultation with the vice president for Student Affairs, is responsible for determining the level of an incident. In the absence of the chief, the assistant chief, lieutenants, or the officer in charge, respectively, will make appropriate consultations and level determination. If there were a serious, immediate threat to the health and safety of the campus community, the emergency response protocol would be enacted as appropriate to the situation. This can include activation of NY Alert telephone and text notification, campus siren, loudspeaker, the large screen messaging system, an alert message in the myRedDragon portal and the SUNY Cortland home page. Notification to the greater campus community is coordinated between University Police and the Public Relations Office pursuant to policies and agreements with local law enforcement agencies and media outlets.

Subsequent to the emergency response and for other non-eminent serious incidents, a “Campus Crime Alert” or “Timely Notification” would be prepared and distributed to Corey Information, campus e-mail, or large screen messaging system, building main entrances, the myRedDragon portal, and/or the University Police web site. Such reports shall be prepared and distributed within two hours of said determination. Standard notification procedures may be altered if the emergency response authorities determine it would compromise efforts to assist a victim or compromise efforts to contain, respond to or otherwise mitigate the emergency.

Alcohol and other Drugs

Some of the more common drugs associated with sex offenses are alcohol, Special K (the street name for ketamine hydrochloride); Rohypnol (roofies, roopies, circles, the forget pills); and GHB (Grievous Bodily Harm, Liquid X, Liquid E, Liquid Ecstasy, Easy Lay, G, Vita G, G-juice, Georgia Home boy, Great Hormones, Somatomax, Bedtime Scoop, Soap, Gook Gamma 10, and Energy Drink), and Ambien (Zolpidem).

Molly is slang for “molecular” and refers to the pure crystalline powder form of MDMA, also known as Ecstasy. The “purity” of Molly is always in question as it is man-made and dealers often mix it with a variety of fillers. It can destroy serotonin-producing neurons in the brain which regulate aggression, mood, sexual activity, sleep and sensitivity to pain. Molly is a Schedule 1 controlled substance (meaning it has the highest abuse potential).

Illegal possession and/or use of marijuana, heroine, barbiturates, amphetamines, hallucinogenic compounds, narcotics and other controlled substances are violations of state and federal law and College policy. SUNY Cortland permits the use of alcoholic beverages on campus by those who comply with state law and who adhere to the guidelines established by the College. Students living in residence halls are allowed to possess and consume alcohol in their rooms in compliance with College regulations. Students should be aware that the campus strictly enforces its policies with regard to alcohol and other drug violations.

Members of the campus community in need of assistance with a question or personal problem related to alcohol or other drugs should contact the Substance Education and Prevention Office, Van Hoesen Hall, Room B-1. A complete description of alcohol and other drug policies and support services appears in the campus publication, “Alcohol, Other Drugs, and You” www2.cortland.edu/dotAsset/260637.pdf and through the campus’s Student Development Center web site.

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

Rape-facilitating drugs can be difficult or impossible to detect. Don’t drink what you don’t open yourself and don’t share drinks. Bring your own, get your own drink or go with someone who is getting it for you. Don’t leave your drink unattended, and don’t drink anything that has an unusual taste or appearance (e.g., salty taste, excessive foam, unexplained residue). Don’t mix alcohol with other drugs and WATCH OUT FOR YOUR FRIENDS!
Sexual Misconduct and Assistance for Victims

SUNY Cortland is committed to creating and maintaining an educational environment free from all forms of sex discrimination including sexual misconduct. Any act involving sexual harassment, violence, coercion, and intimidation will not be tolerated. Specifically, SUNY strictly prohibits the offenses of domestic violence, dating violence, sexual assault, and stalking. Upon learning that an act of sexual misconduct has taken place, immediate action will be taken to address the situation, work with State and local law enforcement if appropriate, supporting the victim, and imposing sanctions on the perpetrator pending adjudication of the incident.

Crimes of Sexual Misconduct -- Confidentiality, Reporting Protocol, Applicability, Victim Assistance
(including dating violence, domestic violence, sexual assault and stalking)

SUNY Cortland prohibits all forms of sexual misconduct. This broad term includes, but is not limited to, acts of sexual harassment, sexual violence, sexual coercion, sexual threats or intimidation, domestic violence, dating violence, sexual assault, stalking, and cyber stalking. Please refer to the definitions on pages 8-11 for a complete list of terms and prohibited acts. SUNY Cortland strongly encourages accurate and prompt reporting of these crimes. There are, however, options available for students who wish to maintain confidentiality while getting the support they need. *Different employees on campus have different abilities to maintain a victim’s confidentiality.

Mental health counselors, health care providers, pastoral counselors acting in their professional capacities can maintain confidentiality. Other reporting agents can treat information as privileged and private, but are required to communicate information with the Title IX Coordinators. Note that SUNY Cortland does not employ pastoral counselors. Reporting a crime to the police or to a campus office does not obligate the victim to pursue criminal prosecution. For students, in addition to criminal charges, sexual misconduct is prohibited conduct as specified in the SUNY Cortland Code of Student Conduct found at www.cortland.edu/student-conduct. Both the victim and the accused are afforded equitable rights during the investigative process.

This applies to all members of the SUNY Cortland community including students, faculty, staff, visitors, independent contractors, and other third parties who are on campus and involved in an incident of sexual misconduct that occurs on the college/university campus which includes any building or property owned or controlled by SUNY Cortland and used in direct support of or in a manner related to the school’s educational purposes including residence halls, dining halls, and public property within or immediately adjacent to and accessible from campus. This also includes any building or property owned or controlled by a student organization that is officially recognized by the college that supports or relates to the school’s educational purposes and is frequently used by students. This policy also covers conduct that takes place off-campus that may have a nexus to the college community. This applies to all educational, extracurricular, athletic, or other campus programs, all school-related activities including, but not limited to, student organizations (academic, Greek, multicultural, religious, service, social and support, sports and recreational), community organizations with students and/or faculty participation, and all other educational or extracurricular events hosted by or at the College.

This also applies to incidents occurring between individuals in varying types of relationships – students, faculty, staff, visitor, contracted employee, supervisor, subordinate, coach, student athlete or any combination thereof. These acts may be committed against an individual or against a group or organization and by a stranger, acquaintance, or someone with whom the victim has a social, romantic or intimate relationship. These acts may be committed by or against any individual, regardless of sexual orientation or gender identity.

To promote a safe and secure campus environment and prevent acts of sexual misconduct, the College provides ongoing prevention and awareness educational programs. Programs on these topics are specifically provided for all incoming students and new employees. In addition, all members of the College community are encouraged to participate throughout the year in ongoing campaigns and trainings on this subject.

In the eyes of the law and College policy, a person who is incapacitated or underage CANNOT consent to sexual activity. The age of consent in New York is 17 years old. The definition of consent is “clear, unambiguous and voluntary agreement between the participants to engage in specific sexual activity.”

Hospital Emergency Room
If the assault involved sexual penetration or other physical injuries, the victim should be treated as soon as possible by medical personnel. The victim should not wash, change clothing or otherwise “clean up.” Evidence can be collected several hours after an occurrence, but its value may be diminished. Victims should bring a full change of clothes because the clothes worn during the occurrence may be kept as evidence.

Support and Referral Resources
Victims should contact at least one of the reporting agents (listed previously) regardless of where the assault occurred.

Follow up Medical Care
Victims may need tests for sexually transmitted diseases and pregnancy. This care is critically important.

See page 15 for campus and community resources
Victims’ Rights

Victims have the right to pursue criminal charges against their offender. If the offender is a student, victims can also pursue campus action through the Student Conduct Office (ref. Code of Student Conduct) regardless of where the offense occurred. Because of the sensitive nature of sex offenses, the case would likely be heard administratively rather than through a student conduct board.

- Victims have the right to choose counseling and medical treatment and to report and prosecute their case through the College’s student conduct system and/or the off-campus court system. They have the right to refuse these options without reproach from any College personnel.
- Victims have the right to be treated with dignity and seriousness by campus personnel.
- Victims of personal crimes have the right to be reasonable free from intimidation and harm.
- College personnel should inform victims that: 1) they are not responsible for crimes committed against them; 2) they should not consider themselves negligent or in any way a contributor to the crime; and 3) that adverse publicity for the college will NOT be a factor in deciding the best course of action.
- Victims will be made aware of appropriate support services, including counseling.
- Victims are entitled to the same support opportunities as are available to the respondent in a campus disciplinary proceeding including having an advisor or other support person present.
- Victims of sexual harassment, sexual assault, and sexual violence will be afforded the same appeals rights as accused students.
- If the respondent is prohibited from contacting the victim or entering the victim’s residence, the victim will be notified as such.
- Any victim who does not wish to remain in his/her present residence hall or class section may be granted a transfer to other housing or another class section if available.

For campus student conduct proceedings, victims also have the following rights:
- to information regarding the status of their case including the final determination and sanctions imposed AND the right to provide an impact statement to the Student Conduct adjudicating body.
- to testify from another location as long as it does not infringe upon the rights of the accused student to have a fair hearing.
- to have any reports of past sexual behavior and/or other unrelated past behavior excluded from the hearing process.

Pending resolution of the complaint, the accused student may be prohibited from contacting the victim and placed on interim suspension or otherwise denied access to the campus. The College may change the course schedule or residence assignment of the accused (ref. Code of Student Conduct Section Thirteen Interim Sanctions). In the case of a non-student, the accused may be declared Persona-Non-Grata denying him/her access to the campus and campus activities otherwise afforded to the public.

A student who has is a reported victim of sexual misconduct may request an academic accommodation or change in residence and will receive an appropriate and reasonable accommodation. These include a change in academic or work schedule, withdraw from or retake a class without penalty, access to tutoring services, and change in residence hall assignment. Off campus students may be offered on-campus accommodations.

Due Process Rights – Code of Student Conduct Violations

For campus student conduct proceedings, a student has the following rights:
- to a hearing by an unbiased student conduct body.
- to have an advisor present at the hearing.
- to written notice of the charges which indicates the time and place of the hearing.
- Proper written notification shall be defined as delivery of mail to a student’s on-campus mailbox, hand-delivered by campus staff, delivery of information via electronic message to a student’s assigned campus e-mail account, or delivered by the U.S. Post Office to a student’s local address. Students shall be held responsible for the contents of mail for which they have refused receipt.
- to receive a copy of the written report(s) stating the circumstances and allegations involved. This information shall generally be given to the student at the time they receive notification of the time and place of the hearing.
- to object to a Board/Panel member or Hearing Officer who is serving in the capacity of the student conduct body. The judicial advisor will determine the validity of the objection.
- not to present information against herself/himself.
- to hear and respond to all information presented against her/him. This includes the right to question all parties through the student conduct body.
- to present information and witnesses in his/her own behalf.
- to written notification of the results of a hearing no later than ten school days after the hearing.
- to appeal the outcome of a hearing, except in cases of accepted Residence Hall director decisions. A student must be informed of her/his right to appeal and the process by which to do so.

SUNY Cortland has the authority to pursue Student Conduct action for incidents occurring off campus that violate College policy including federal, state and/or local laws, statutes, or ordinances.

Campus penalties for students found responsible for sex offenses are determined for each individual case but have included suspension and permanent dismissal. For more information on victims’ rights and/or the rights of the accused, contact the Student Conduct Office or University Police.
Sexual Offender Registration Act

This act requires the Division of Criminal Justice Services (DCJS) to maintain a Sex Offender Registry. The Registry contains information on convicted sex offenders classified according to their risk of re-offending as follows: Low Risk = Level 1  Moderate Risk = Level 2  High Risk = Level 3  The Act requires DCJS also maintain a subdirectory of Level 3 offenders. The DCJS Sex Offender Registry can be accessed online (see below) and contains their Subdirectory of Level 3 sex offenders as well as other information regarding New York State’s Sex Offender Registry.

Sex Offender Registry

Is available to the public at this site:  http://criminaljustice.state.ny.us/nsor/index.htm

Preserving Personal Safety and Awareness Programs

The College provides information regarding sexual assault awareness, stalking, dating violence and domestic violence to all incoming freshman and transfer students during Orientation. The College also provides these awareness programs open to the entire campus community at the beginning of each school year. Here are some specific examples of what we do:


Domestic Violence Education – programs have included the “Are You Man Enough” and the Red Flag campaigns.

Silent Witness Program – A place on the University Police homepage where people can anonymously report a crime www2.cortland.edu/offices/university-police-department/silent-witness-reporting.dot

Operation Lockout – An anti-theft program in the residence halls that shows students how easy it is to become a victim of crime and simple steps to help preserve safety.

RAD Self Defense – Offered through University Police. This program also stresses steps to avoid becoming a victim (see RAD program page 2)

SAFER (Students Active for Ending Rape) – A student organization committed to educating the campus and raising awareness of and preventing sexual assault.

Take Back the Night March – Held in the fall and in the spring, this march against sexual assault also features a “speak out” against sexual assault.

The Clothesline Project – A display of t-shirts designed by survivors of violence to increase awareness of the impact of violence and encourage others to “break the silence” to end the vicious cycle of abuse.

AVV (YWCA’s Aid to Victims of Violence) - A crisis hotline and other resources for victims of sexual assault/rape, domestic and other violence.

Know the Code – Annual programming highlighting key details of the student conduct code such as the “zero tolerance for violence” posture, adherence to safety regulations, the enforcement for alcohol and other drug policy violations, anti-hazing education, prohibition of affiliating with permanently banned student groups, and off-campus jurisdiction.

Off-Campus Jurisdiction – SUNY Cortland’s policy allows for pursuing student conduct action against students who are involved in off-campus incidents that also violate College policy and/or federal, state, and/or local laws, statutes, or ordinances. Typically the campus reserves this prerogative for more serious or repeated misconduct.

Suspension/Dismissal – Students who are suspended or dismissed are NOT ALLOWED to be on campus or campus-sponsored events for any reason unless prior permission is given by the vice president for student affairs.

Persona Non Grafa (PNG) – An order of exclusion from campus to non-students who have demonstrated that their presence on campus would be a threat to the campus and/or campus members. Violators can be arrested for criminal trespass.

Late Night Shuttle – An after-hours shuttle service so that students do not have to walk alone to and from on-campus evening destinations.

Sexual Assault Awareness & Programming Committee – A representative group that reports to the vice president for student affairs. They organize the mandatory new student sexual assault awareness program, Speak out Stand Up video presentation in COR 101 classes, poster campaign for Domestic Violence Awareness month, Sexual Assault Awareness Week among others.

Sexual Assault Awareness Week – Residence hall programs, campus-wide pledge campaign, and campus-wide programming such as Take Back the Night March focus on sexual violence education.

SHAPE (Sexual Health & Assault Prevention Educators) – A group of trained peer educators.

New Student Orientation includes presentations and programs on dating violence, sexual assault, stalking, domestic violence, and personal safety. It is an expectation that all new students attend a summer or fall new student orientation program.

Blue Light Phone program – attached to a light pole or building, picking up the receiver automatically rings to University Police.

Crime Alerts [Timely Notification] – issued when there has been a crime on campus or in other areas of the community impacting students.

Personal Safety Committee (aka, University Police Advisory Board) – charged with advising the president and chief of police on matters of campus security, public safety, and personal safety; review and suggest improvement in safety education programs; assess availability of counseling service for crime victims; review victim referral and campus response procedures for sexual assault situations, conduct ongoing assessment of the quality of campus personnel safety policies, practices, procedures and programs; and provide information to incoming students about sexual assault prevention measures, penalties, and related security procedures.

“Think About It” – new for Fall 2014, an online training module that emphasizes sexual assault of all kinds is unacceptable. It shows students how to deal with dangerous situations and how as bystanders they can intervene to prevent assault. The module also identifies warning signs of unhealthy relationships and educates students regarding domestic violence, dating violence, and stalking. Additionally, students receive educational information regarding the use, misuse, and abuse of alcohol and other drugs. Access was e-mailed to all first-year students to complete before they arrived on campus. The same will be done for all first-time students here for upcoming semesters.

Additional programs and information are available through SAFER (Students Active for Ending Rape), the Sexual Assault Awareness and Programming Committee (c/o Vice President for Student Affairs Office), the YWCA AVV, and University Police.
Crime Definitions (Federal)

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

Hate Crime: when a person is victimized intentionally because of her/his actual or perceived race, religion, gender, gender identity, sexual orientation, national origin, ethnicity or disability.

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

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

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

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

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

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

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

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

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

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

Consent, abbreviated:

Clear, unambiguous, and voluntary agreement between Clear, unambiguous, and voluntary agreement between the participating to engage in specific sexual activity.

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

Statutory Rape: Non-forcible sexual intercourse with a person who is under the statutory age of consent (age of consent in NYS is 17).

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

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 (age of consent in NYS is 17) or because of his/her temporary or permanent mental incapacity.

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.

Sexual battery: Sexual 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.

Sexual misconduct: Sexual 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.

 weapons policy:

Firearms and dangerous weapons of any type are not permitted on campus. Intentional use, possession or sale of firearms or other dangerous weapons by anyone is a violation of state law and College policy.

Crime Definitions (New York State)

Consent: In New York State, the age of consent is 17 years old. 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, a criminal sexual act in the third degree, or forcible compulsion in 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 incapable of consent when he or she is: less than 17 years old; or mentally disabled; or mentally incapacitated; or physically helpless; or committed to the care and custody of the state department of correctional services, a hospital, the office of children and family services and is in residential care, or the other person is a resident or inmate of a residential facility operated by the office of mental health, the office for people with development disabilities, or the office of alcoholism and substance abuse services, and the actor is an employee, not married to such person, who knows or reasonably should know that such person is committed to the care and custody of such department or hospital.

Consent, abbreviated: Clear, unambiguous, and voluntary agreement between Clear, unambiguous, and voluntary agreement between the participating to engage in specific sexual activity.

Dating Violence: New York State does not specifically define “dating violence.” However, under New York Law, intimate relationships are covered by the definition of domestic violence when the act constitutes a crime listed elsewhere in this document and is committed by a person in an “intimate relationship” which the victim. See “Family or Household Member” for definition of intimate relationship.

The SUNY Cortland community does not tolerate bias-related activities. Contact University Police 607-753-2111, the VP for Student Affairs, ext. 607-753-4721, Multicultural Life & Diversity 607-753-2336 or the Student Conduct Office 607-753-4725 for information on the protocol for bias-related incidents.
Domestic Violence: 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 murder, criminal obstruction or breaching or blood circulation, or strangulation; and such acts have created a substantial risk of physical or emotional harm to a person or a person's child. Such acts are alleged to have been committed by a family member. The victim can be anyone 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 the act.

Family or Household Member: Person's related by consanguinity or affinity; Persons legally married to one another; Person 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”; 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. Intimate relationship status shall be applied to teens, lesbian/gay/bisexual/transgender, and elderly individuals, current and formerly married and/or dating heterosexual individuals who were, or are in an intimate relationship.

Parent: Natural or adoptive parent or any individual lawfully charged with a minor child’s care or custody.

Sexual Assault: New York State does not specifically define sexual assault. However, according to the Federal Regulations, sexual assault includes offenses that meet the definitions of rape, fondling, incest, or statutory rape as used in the FBI's UCR program.

Sex Offenses; Lack of Consent: 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.

Sexual Misconduct: When a person (1) engages in sexual intercourse with another person without such person’s consent; or (2) engages in oral sexual conduct or anal sexual conduct without such person’s consent; or (3) engages in sexual conduct with an animal or a dead human body.

Rape in the Third Degree: When a person (1) engages in sexual intercourse with another person who is incapable of consent by reason of some factor other than being less than 17 years old; (2) Being 21 years old or more, engages in sexual intercourse with another person less than 17 years old; or (3) engages in sexual intercourse with another person without such person’s consent where such lack of consent is by reason of some factor other than incapacity to consent.

Rape in the Second Degree: When a person (1) being 18 years old or more, engages in sexual intercourse with another person less than 15 years old; or (2) engages in sexual intercourse with another person who is incapable of consent by reason of being mentally disabled or mentally incapacitated. It is an affirmative defense to the crime of rape in the second degree the defendant was less than four years older than the victim at the time of the act.

Rape in the First Degree: When a person engages in sexual intercourse with another person (1) by forcible compulsion; or (2) Who is incapable of consent by reason of being physically helpless; or (3) who is less than 11 years old; or (4) who is less than 13 years old and the actor is 18 years old or more.

Criminal Sexual Act in the Third Degree: When a person engages in oral or anal sexual conduct (1) with a person who is incapable of consent by reason of some factor other than being less than 17 years old; (2) being 21 years old or more, with a person less than 17 years old; (3) with another person without such persons consent where such lack of consent is by reason of some factor other than incapacity to consent.

Criminal Sexual Act in the Second Degree: When a person engages in oral or anal sexual conduct with another person (1) and is 18 years or more and the other person is less than 15 years old; or (2) who is incapable of consent by reason of being mentally disabled or mentally incapacitated. It is an affirmative defense that the defendant was less than four years older than the victim at the time of the act.

Criminal Sexual Act in the First Degree: When a person engages in oral or anal sexual conduct with another person (1) by forcible compulsion; (2) who is incapable of consent by reason of being physically helpless; (3) who is less than 11 years old; or (4) who is less than 13 years old and the actor is 18 years old or more.

Forcible Touching: When a person intentionally, and for no legitimate purpose, forcibly touches the sexual or other intimate parts of another person for the purpose of degrading or abusing such person; or for the purpose of gratifying the actor's sexual desire. It includes squeezing, grabbing, or pinching.

Persistent Sexual Abuse: When a person commits a crime of forcible touching, or second or third degree sexual abuse within the previous ten year period, has been convicted two or more times, in separate criminal transactions for which a sentence was imposed on separate occasions of one of one of the above mentioned crimes or any offense defined in this article, of which the commission or attempted commissions thereof is a felony.
Sexual Abuse in the Third Degree: When a person subjects another person to sexual contact without the latter’s consent. For any prosecution under this section, it is an affirmative defense that (1) such other person’s lack of consent was due solely to incapacity to consent by reason of being less than 17 years old; and (2) such other person was more than 14 years old and (3) the defendant was less than five years older than such other person.

Sexual Abuse in the Second Degree: When a person subjects another person to sexual contact and when such other person is (1) incapable of consent by reason of some factor other than being less than 17 years old; or (2) less than 14 years old.

Sexual Abuse in the First Degree: When a person subjects another person to sexual contact (1) by forcible compulsion; (2) when the other person is incapable of consent by reason of being physically helpless; or (3) when the other person is less than 11 years old; or (4) when the other person is less than 13 years old.

Aggravated Sexual Abuse: For the purpose of this next section, conduct performed for a medical purpose does not violate the provisions of this section.

Aggravated Sexual Abuse in the Fourth Degree: When a person inserts a (1) foreign object in the vagina, urethra, penis or rectum of another person and the other person is incapable of consent by reason of some factor other than being less than 17 years old; or (2) finger in the vagina, urethra, penis, rectum or anus of another person causing physical injury to such person and such person is incapable of consent by reason of some factor other than being less than 17 years old.

Aggravated Sexual Abuse in the Third Degree: When a person inserts a foreign object in the vagina, urethra, penis, rectum or anus of another person (1)(a) by forcible compulsion; (b) when the other person is incapable of consent by reason of being physically helpless; or (c) when the other person is less than 11 years old; or (2) causing physical injury to such person and such person is incapable of consent by reason of being mentally disabled or mentally incapacitated.

Aggravated Sexual Abuse in the Second Degree: When a person inserts a finger in the vagina, urethra, penis, rectum or anus of another person causing physical injury to such person by (1) forcible compulsion; or (2) when the other person is incapable of consent by reason of being physically helpless; or (3) when the other person is less than 11 years old.

Aggravated Sexual Abuse in the First Degree: When a person subjects another person to sexual contact: (1) By forcible compulsion; or (2) when the other person is incapable of consent by reason of being physically helpless; or (3) when the other person is less than eleven years old; or (4) when the other person is less than thirteen years old and the actor is twenty-one years old or older.

Course of Sexual Conduct Against a Child in the Second Degree: When over a period of time, not less than three months, a person: (1) Engages in two or more acts of sexual conduct with a child less than 11 years old; or (2) being 18 years old or more engages in two or more acts of sexual conduct with a child less than 13 years old. A person may not be subsequently prosecuted for any other sexual offense involving the same victim unless the other charges offense occurred outside of the time period charged under this section.

Course of Sexual Conduct Against a Child in the First Degree: When a person over a period of time, not less than three months in duration, a person: (1) Engages in two or more acts of sexual conduct, or aggravated sexual contact with a child less than 11 years old; or (2) being 18 years old or more engages in two or more acts of sexual conduct which includes at least one act of sexual intercourse, oral sexual conduct, anal sexual conduct, or aggravated sexual contact with a child less than 13 years old.

Facilitating a Sex Offense with a Controlled Substance: A person is guilty of facilitating a sex offense with a controlled substance when he or she: (1) knowingly and unlawfully possesses a controlled substance or any preparation, compound, mixture or substance that requires a prescription to obtain and administers such substance or preparation, compound, mixture or substance that requires a prescription to obtain to another person without such person’s consent and with intent to commit against such person conduct constituting a felony defined in this article; and (2) commits or attempts to commit such conduct constituting a felony defined in this article.

Incest in the Third Degree: A person is guilty of incest in the third degree when he or she marries or engages in sexual intercourse, oral sexual conduct or anal sexual conduct with a person whom he or she knows to be related to him or her, whether through marriage or not, as an ancestor, descendant, brother or sister of either the whole or the half blood, uncle, aunt, nephew or niece.

Incest in the Second Degree: A person is guilty of incest in the second degree when he or she commits the crime of rape in the second degree, or criminal sexual act in the second degree, against a person whom he or she knows to be related to him or her, whether through marriage or not, as an ancestor, descendant, brother or sister of either the whole or the half blood, uncle, aunt, nephew or niece.

Incest in the First Degree: A person is guilty of incest in the first degree when he or she commits the crime of rape in the first degree, or criminal sexual act in the first degree, against a person whom he or she knows to be related to him or her, whether through marriage or not, as an ancestor, descendant, brother or sister of either the whole or half blood, uncle, aunt, nephew or niece.

Stalking in the Fourth Degree: When a person intentionally, and for not legitimate purpose, engages in a course of conduct directed at a specific person, and knows or reasonably should know that such conduct (1) is likely to cause reasonable fear of material harm to the physical health, safety or property of such person, a member of such person’s immediate family or a third party with whom such person is acquainted; or (2) causes material harm to the mental or emotional health of such person, where such conduct consists of following, telephoning or initiating communication or contact with such person, a member of such person’s immediate family or a third party with whom such person is acquainted, and the actor was previously clearly informed to cease that conduct; or (3) is likely to cause such person to reasonably fear that his or her employment, business or career is threatened, where such conduct consists of appearing, telephoning or initiating communication or contact at such person’s place of employment or business, and the actor was previously clearly informed to cease that conduct.

Stalking in the Third Degree: When a person (1) Commits the crime of stalking in the fourth degree against any person in three or more separate transactions, for which the actor has not been previously convicted; or (2) commits the crime of stalking in the fourth degree against any person, and has previously been convicted, within the preceding ten years of a specified predicate crime and the victim of such specified predicate crime is the victim, or an immediate family member of the victim, of the present offense; or (3) with an intent to harass, annoy or alarm a specific person, intentionally engages in a course of conduct directed at such person which is likely to cause such person to reasonably fear physical injury or serious physical injury, the commission of a sex offense against, or the kidnapping, unlawful imprisonment or death of such person or a member of such person’s immediate family; or (4) commits the crime or stalking in the fourth degree and has previously been convicted within the preceding ten years of stalking in the fourth degree.
Campus Security and Fire Safety Report 2014 (CY 2013)
Updated January 2015

NYS Definitions – Sex Offenses Cont. . .

**Stalking in the Second Degree:** When a person: (1) Commits the crime of stalking in the third degree and in the course of and furtherance of the commission of such offense: (a) displays, or possesses and threatens the use of, a firearm, pistol, revolver, rifle, sword, billy, blackjack, bludgeon, plastic knuckles, metal knuckles, chuka stick, sand bag, sandclub, sligshot, slungshot, shirken, “Kung Fu Star,” dagger, dangerous knife, dirk, razor, stiletto, imitation pistol, dangerous instrument, deadly instrument or deadly weapons; or (b) displays what appears to be a pistol, revolver, rifle, shotgun, machine gun or other firearm; or (2) commits the crime of stalking in the third against any person, and has previously been convicted, within the preceding five years, of a specified predicate crime, and the victim of such specified predicate crime is the victim, or an immediate family member of the victim, of the present offense; or (3) commits the crime of stalking in the fourth degree and has previously been convicted of stalking in the third degree; or (4) being 21 years of age or older, repeatedly follows a person under the age of fourteen or engages in a course of conduct or repeatedly commits acts over a period of time intentionally placing or attempting to place such person who is under the age of fourteen in reasonable fear of physical injury, serious physical injury or death; or (5) commits the crime of stalking in the third degree, against ten or more persons, in ten or more separate transactions, for which the actor has not been previously convicted.

**Stalking in the First Degree:** When a person commits the crime of stalking in the third degree or stalking in the second degree and, in the course and furtherance thereof, he or she intentionally or recklessly causes physical injury to the victim of such crime.

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West Campus is shown, but is considered by Clery to be “non-campus” property. Other non-campus properties are not shown. Note that 22 West Court St (shown as A1) was rented by the College for Spring and Fall 2013.
### Clery Reportable Crimes (including hate crimes)

<table>
<thead>
<tr>
<th>Criminal Offense</th>
<th>On Campus (includes residence halls)</th>
<th>On-campus Student Housing Only</th>
<th>Non-Campus Buildings</th>
<th>Public Property</th>
</tr>
</thead>
<tbody>
<tr>
<td>Murder/Non-negligent Manslaughter</td>
<td>0</td>
<td>0</td>
<td>0</td>
<td>0</td>
</tr>
<tr>
<td>Negligent Manslaughter</td>
<td>0</td>
<td>0</td>
<td>0</td>
<td>0</td>
</tr>
<tr>
<td>Sex offenses – Forcible</td>
<td>3</td>
<td>2</td>
<td>4</td>
<td>3</td>
</tr>
<tr>
<td>Sex offenses – Non-forcible (incest and statutory rape)</td>
<td>0</td>
<td>0</td>
<td>0</td>
<td>0</td>
</tr>
<tr>
<td>Robbery</td>
<td>0</td>
<td>0</td>
<td>1</td>
<td>0</td>
</tr>
<tr>
<td>Aggravated Assault</td>
<td>0</td>
<td>0</td>
<td>0</td>
<td>0</td>
</tr>
<tr>
<td>Burglary</td>
<td>10</td>
<td>11</td>
<td>13</td>
<td>6</td>
</tr>
<tr>
<td>Motor Vehicle Theft</td>
<td>0</td>
<td>0</td>
<td>0</td>
<td>0</td>
</tr>
<tr>
<td>Arson</td>
<td>0</td>
<td>2</td>
<td>0</td>
<td>0</td>
</tr>
</tbody>
</table>

When a hate crime is reported, it will be labeled with the following categories of prejudice: R=race; G-gender; REL=religion; SO=sexual orientation; GI=gender identity; NO=National Origin, E=ethnicity; and/or D=disability. In addition to the criminal offenses listed on the chart, the following crimes need to be reported if they are hate crimes: larceny-theft; simple assault; intimidation; destruction, damage, vandalism of property, making graffiti, or any other crime involving bodily injury. In 2011 there was one (1) hate crime (REL) intimidation in a residence hall. In 2012, there was one (1) hate crime (REL) intimidation in a residence hall. In 2013, there were three (3) hate crimes: two (2) were intimidation (R) in the residence halls and one (1) was intimidation (R) in an academic building.

### Statistics

<table>
<thead>
<tr>
<th>Statistics</th>
<th>On-campus Arrests (includes on-campus student housing)</th>
<th>Arrests – On-campus Student Housing Only</th>
<th>Student Conduct Referrals On Campus</th>
<th>Student Conduct Referrals On-campus Student Housing</th>
<th>Student Conduct Referrals Non Campus</th>
</tr>
</thead>
<tbody>
<tr>
<td>Liquor Law Violations (does not include DWI)</td>
<td>36</td>
<td>18</td>
<td>3</td>
<td>24</td>
<td>9</td>
</tr>
<tr>
<td>Drug Law Violations</td>
<td>39</td>
<td>26</td>
<td>10</td>
<td>26</td>
<td>17</td>
</tr>
<tr>
<td>Illegal Weapons possession</td>
<td>2</td>
<td>0</td>
<td>0</td>
<td>0</td>
<td>0</td>
</tr>
</tbody>
</table>

### More Statistics

<table>
<thead>
<tr>
<th>More Statistics</th>
<th>Student Conduct Referrals Public Property</th>
<th>Arrests – Non Campus</th>
<th>Arrests – Public Property</th>
</tr>
</thead>
<tbody>
<tr>
<td>Liquor Law Violations (does not include DWI)</td>
<td>0</td>
<td>0</td>
<td>0</td>
</tr>
<tr>
<td>Drug Law Violations</td>
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<td>0</td>
</tr>
<tr>
<td>Illegal Weapons possession</td>
<td>0</td>
<td>0</td>
<td>0</td>
</tr>
</tbody>
</table>

### Violence Against Women Act (VAWA) Crimes

<table>
<thead>
<tr>
<th>Violence Against Women Act (VAWA) Crimes</th>
<th>On Campus (includes residence halls)</th>
<th>On-campus Student Housing Only</th>
<th>Non-Campus Buildings</th>
<th>Public Property</th>
</tr>
</thead>
<tbody>
<tr>
<td>Stalking</td>
<td>3</td>
<td>3</td>
<td>3</td>
<td>0</td>
</tr>
<tr>
<td>Domestic Violence</td>
<td>0</td>
<td>0</td>
<td>0</td>
<td>0</td>
</tr>
<tr>
<td>Dating Violence</td>
<td>0</td>
<td>0</td>
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<td>0</td>
</tr>
</tbody>
</table>
## Campus Fire Safety

<table>
<thead>
<tr>
<th>Residence Hall</th>
<th>Type/Cause</th>
<th>Related Injuries treated at medical facility</th>
<th>Related deaths</th>
<th>Property damage</th>
<th>Type/Cause</th>
<th>Related Injuries treated at medical facility</th>
<th>Related deaths</th>
<th>Property damage</th>
</tr>
</thead>
<tbody>
<tr>
<td>Alger Hall</td>
<td>NRF</td>
<td>NRF</td>
<td>NRF</td>
<td>NRF</td>
<td>NRF</td>
<td>NRF</td>
<td>NRF</td>
<td>NRF</td>
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<tr>
<td>Bishop Hall</td>
<td>NRF</td>
<td>NRF</td>
<td>C</td>
<td>0</td>
<td>0</td>
<td>&lt;$50</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Casey Tower</td>
<td>NRF</td>
<td>NRF</td>
<td></td>
<td></td>
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<td></td>
<td></td>
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</tr>
<tr>
<td>Cheney Hall</td>
<td>NRF</td>
<td>NRF</td>
<td>MECH</td>
<td>0</td>
<td>0</td>
<td>&lt;$50</td>
<td></td>
<td></td>
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<tr>
<td>Clark Hall</td>
<td>NRF</td>
<td>NRF</td>
<td>EL</td>
<td>0</td>
<td>0</td>
<td>&gt;$500</td>
<td></td>
<td></td>
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<td>DeGroat Hall</td>
<td>NRF</td>
<td>NRF</td>
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<tr>
<td>Dragon Hall</td>
<td>N/A - Opened Fall 2013</td>
<td>NRF</td>
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<td>Fitzgerald Hall</td>
<td>NRF</td>
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<td></td>
</tr>
<tr>
<td>Glass Tower</td>
<td>NRF</td>
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<td>C</td>
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<td>0</td>
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<td></td>
<td></td>
</tr>
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<td>Hayes Hall</td>
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<td></td>
</tr>
<tr>
<td>Hendrick Hall</td>
<td>NRF</td>
<td>NRF</td>
<td></td>
<td></td>
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<td></td>
</tr>
<tr>
<td>Higgins Hall</td>
<td>NRF</td>
<td>NRF</td>
<td></td>
<td></td>
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<td></td>
<td></td>
</tr>
<tr>
<td>Leadership House</td>
<td>NRF</td>
<td>NRF</td>
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<td></td>
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<td></td>
</tr>
<tr>
<td>Randall Hall</td>
<td>NRF</td>
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</tr>
<tr>
<td>Shea Hall</td>
<td>NRF</td>
<td>MECH</td>
<td>Anson</td>
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<td>&lt;$500</td>
<td>NRF</td>
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<tr>
<td>Whitaker Hall</td>
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<td>NRF</td>
<td></td>
<td></td>
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<td></td>
</tr>
</tbody>
</table>

SUNY Cortland’s fire log is maintained and available by contacting University Police. Above is a compilation of Department of Education reportable fires in the residence halls during for 2011, 2012, and 2013. Note that cases of arson would also be reported in the crime section of this document (page 12).

### Fire Safety Policies

Firearms (including BB, pellet and paintball), weapons, ammunition, firecrackers, explosives, harmful chemicals or any other type of flammable materials are not to be stored or used in or around the residence halls. Internal combustion engines are prohibited within the buildings.

No combustible materials are permitted in the residence halls.

Each campus room is permitted one refrigerator that must be UL-approved with three-pronged plugs, tight-fitting door gasket and unfrayed feeder line. The maximum size for student refrigerators is 5.0 cubic feet. Microfridge units, either available for rental from the Auxiliary Services Corporation (ASC) or personally owned, combine a refrigerator, freezer and microwave in one unit and are the only microwave units approved for use in student rooms. Refrigerators must be inspected by a staff member as students check into their residence hall.

SUNY Cortland is tobacco free as of January 2013. There are no longer any designated smoking areas.

Fire code door decoration requirements: two 4”x6” photos; two door tags; one dry erase board (exception: tripled rooms may have three photos and three door tags).

Candles or incense of any type are not permitted in student rooms or apartments due to the potential fire threat they pose to all students living in the community. This includes any decorative or fragrant candles. Because of the danger of fire, candles and any kind of open flame (including charcoal, propane, grills, stoves and incense) cannot be allowed in the residence halls. The use of candles for religious observance may be permitted under controlled circumstances through the director of Residence Life and Housing.

For the safety of all residents, use and/or possession of these appliances will not be allowed in any of the residence halls: heaters; hot pots, sun lamps, any lamps with plastic shades, i.e., “octopus” lights; refrigerators exceeding five (5) cubic feet; extension cords; any other electrical appliance used for cooking or preparing food (Foreman grills/ovens, propane grills); hot plates; potpourri pots; electric coils; lava lamps; toaster/toaster ovens; air conditioners; microwave ovens; electric blankets; **electric percolators and drip coffee pots

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*All extension cords used at SUNY Cortland must have a surge protector. Regular extension cords/zip cords/adaptors/3-way taps/orange heavy cords/damaged cords or wires are prohibited.

**Students can have UL approved coffee pots with built-in automatic shut-offs and cool air vaporizers.
## Fire Safety Systems – Student Housing Facilities

<table>
<thead>
<tr>
<th>Building</th>
<th>Assembly Space</th>
<th>Detection Type</th>
<th>Sprinkler or Fire Suppression (Y/N)</th>
<th>Fire Alarm Sound</th>
<th>Strobe Lights (Y/N)</th>
</tr>
</thead>
<tbody>
<tr>
<td>Alger Hall</td>
<td>Front of Higgins near Shea</td>
<td>Heat/Smoke</td>
<td>Y</td>
<td>Voice</td>
<td>Y</td>
</tr>
<tr>
<td>Bishop Hall</td>
<td>Quad area near Shea</td>
<td>Heat/Smoke</td>
<td>Y</td>
<td>Bell</td>
<td>Y</td>
</tr>
<tr>
<td>Casey Tower</td>
<td>West side of bldg. near Broadway</td>
<td>Heat/Smoke</td>
<td>Y</td>
<td>Bell</td>
<td>N</td>
</tr>
<tr>
<td>Cheney Hall</td>
<td>Front lawn of Brockway</td>
<td>Smoke</td>
<td>Y</td>
<td>Bell</td>
<td>N</td>
</tr>
<tr>
<td>Clark Hall</td>
<td>Behind Fitzgerald</td>
<td>Heat/Smoke</td>
<td>Y</td>
<td>Voice</td>
<td>Y</td>
</tr>
<tr>
<td>DeGroat Hall</td>
<td>Front lawn of Brockway</td>
<td>Heat/Smoke</td>
<td>Y</td>
<td>Voice</td>
<td>Y</td>
</tr>
<tr>
<td>Dragon Hall</td>
<td>West side or Quad near Bishop</td>
<td>Heat/Smoke</td>
<td>Y</td>
<td>Voice</td>
<td>Y</td>
</tr>
<tr>
<td>Fitzgerald Hall</td>
<td>Behind Fitzgerald</td>
<td>Heat/Smoke</td>
<td>Y</td>
<td>Bell</td>
<td>Y</td>
</tr>
<tr>
<td>Glass Tower</td>
<td>Neubig lawn</td>
<td>Heat/Smoke</td>
<td>Y</td>
<td>Bell</td>
<td>Y</td>
</tr>
<tr>
<td>Hayes Hall</td>
<td>Quad area near Hendrick</td>
<td>Heat/Smoke</td>
<td>Y</td>
<td>Bell</td>
<td>Y</td>
</tr>
<tr>
<td>Hendrick Hall</td>
<td>Quad area near Hayes</td>
<td>Heat/Smoke</td>
<td>Y</td>
<td>Voice</td>
<td>Y</td>
</tr>
<tr>
<td>Higgins Hall</td>
<td>Front of Alger near Bishop</td>
<td>Heat/Smoke</td>
<td>Y</td>
<td>Voice</td>
<td>Y</td>
</tr>
<tr>
<td>Leadership House</td>
<td>Water Street near Neubig</td>
<td>Smoke</td>
<td>Y</td>
<td>Horn</td>
<td>Y</td>
</tr>
<tr>
<td>Randall Hall</td>
<td>South and southwest lawns</td>
<td>Heat/Smoke</td>
<td>Y</td>
<td>Bell</td>
<td>N</td>
</tr>
<tr>
<td>Shea Hall</td>
<td>Quad area near Bishop</td>
<td>Heat/Smoke</td>
<td>Y</td>
<td>Bell</td>
<td>Y</td>
</tr>
<tr>
<td>Smith Tower</td>
<td>West side of bldg. near Broadway</td>
<td>Heat/Smoke</td>
<td>Y</td>
<td>Bell</td>
<td>N</td>
</tr>
<tr>
<td>West Campus student housing (considered “non campus” for this report)</td>
<td>Recreation Building or bus stop depending on building location</td>
<td>Smoke</td>
<td>In common area of apartments to provide egress</td>
<td>Bell</td>
<td>Y</td>
</tr>
<tr>
<td>Whitaker Hall</td>
<td>Davis Field</td>
<td>Heat/Smoke</td>
<td>Y</td>
<td>Horn</td>
<td>N</td>
</tr>
</tbody>
</table>

In addition, SUNY Cortland has student sleeping quarters at Camp Huntington and Antlers (our Raquette Lake facilities), and the Brauer Field Station in Albany. All sleeping quarters are equipped with First Alert smoke detectors (either battery or hardwired). There are also fire extinguishers in every building, and strict fire safety/evacuation procedures are part of the mandatory orientation for all facility users. In addition, there are carbon monoxide detectors in all of the residence halls.

As residence halls are rehabilitated, special attention is given to fire safety systems including sprinkler systems.

SUNY Cortland is also incorporating Safe-T-element™ upgrades (electrical coil stovetops) and Safe-T-sensor™ devices (for microwave ovens) as they upgrade appliances.

### Emergency Evacuation - Student Housing

Evacuation procedures and assembly spaces for each building are provided in SUNY Cortland’s Emergency Action Plans. This document can be retrieved at the Environmental Health and Safety Office Web page. Special procedures are in place for evacuating students with disabilities. These procedures are disseminated via campus-wide e-mail each semester and posted in each building. In the residence halls, students are expected to leave the facility immediately after the fire alarm is activated. They are instructed to not use elevators and particular stairwells (center stairwells in low rise halls). Staff members are expected to leave at the time of an alarm and make cursory checks of floors and wings as they progress downward to the mail floor of a hall. Moreover, staff members assume responsibilities such as calling the elevators to the ground floor and securing the outside doors to prohibit students from reentering the hall as they wait for the fire department to determine the cause of the alarm activation. Staff members report to University Police and the local fire department any special needs or issues they observe while evacuating the facility. Once the facility is deemed safe, staff members check rooms to verify that evacuation protocol has been observed by students. Specific evacuation procedures and staff responses are outlined in the Residence Life and Housing Staff Manual.
Responsibilities

Environmental Health and Safety Office has the following responsibilities under Emergency Action Plans: 1) reviewing and updating the safety standard; 2) evaluating the standard’s effectiveness; 3) providing or coordinating Emergency Action Plan training; 4) reporting fires, emergencies, and related issues to the appropriate agencies; 5) providing information about this standard and specific responsibilities to employees; and 6) responding to or assisting with other campus emergencies.

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

Students have responsibility for: 1) reporting fires and other emergencies; 2) correcting or reporting unsafe conditions; and 3) observing evacuation procedures and protocol for other campus emergencies.

University Police has responsibility for: 1) assisting with fire drills and emergency evacuations; 2) reporting fires and emergencies to appropriate agencies; and 3) responding to or assisting with other campus emergencies.

Employees have responsibility for: 1) reporting fires and other emergencies; 2) correcting or reporting unsafe conditions; and 3) observing evaluation procedures and protocol for other campus emergencies.

Visitors have responsibility for observing evacuation procedures and protocol for other campus emergencies.

In 2013, a total of 160 fire drills were held on campus.

Fire Safety Education and Training

All faculty, staff and students are expected to familiarize themselves with the evacuation plan for the buildings in which they occupy including the identified assembly places.

Evacuation routes are posted in the hallways on every floor. In the residence halls, students are instructed at the opening meeting and other floor/wing meetings on evacuation procedures.

Programs are also presented in the residence halls on various safety issues including fire safety. Students are reminded about fire evacuation procedures during hall meetings, floor meetings, or after problems occur during fire drills and accidental activations of the alarm. In addition, all first-year students receive a fire safety brochure, and some first-year students receive a fire safety presentation component in a COR 101 class.

The resident assistant (RA) on duty each Sunday completes a Fire Safety Report that includes inspections of fire extinguishers, exit signs, detectors, doors, pull stations, and emergency lights within their residence hall. Work Requests are subsequently submitted to address items that require corrective action. In addition, student rooms are thoroughly inspected during Thanksgiving, winter, and spring breaks. Incidents such as misuse of extension cords, candles, and small appliances with automatic shut-off devices are scrutinized. Any “illegal” item found during an inspection is confiscated and, in some instances, students may be referred to the Student Conduct Office.

Employees receive Emergency Action Plans training when they are initially assigned to a position and annually thereafter. Employees also receive training when certain responsibilities and aspects of this plan change. This training will include: protocol for reporting fires; procedures for evacuating a building; use of fire extinguishers; and how to respond to other emergencies. Students receive this training during the beginning of the fall semester or orientation sessions.

Community Resources

Aid to Victims of Violence 607-756-6363
Alcohol Services 607-756-4167
Cortland City Police 607-756-2811
Cortland County Sheriff 607-756-3311
Cortland Regional Medical Center – Emergency Room 607-753-3740
Cortland County Mental Health 607-758-6100
Family Counseling Service 607-753-0234
New York State Police 607-756-5604
SUNY Cortland’s Counseling Center 607-753-4728
SUNY Cortland’s Health Education and Substance Education 607-753-2066
SUNY Cortland’s University Police (non emergency) 607-753-2112


Emergencies: Fire... Medical... Police

University Police 607-753-2111
Emergency Services 911
Blue Light Phones and residence hall door phones are connected directly to University Police.
Crime Incident Report (for crimes not collected through the official University Police or Student Conduct reporting process).

This form should be used by College officials required to report crimes in accordance with the Campus Security Act. These officials include academic deans, Athletics (including coaches), advisors to student organizations and the Vice President for Student Affairs staff. Residence Life staff (including residence hall directors and resident assistants), Student Conduct Office staff, and University Police report incidents/crimes through the campus incident reporting system. Those exempt from crime reporting are mental health counselors, health care providers, and pastoral counselors acting in their respective professional capacities.

Information collected on this form will be used for data reporting purposes only. Anonymity will be honored to the extent permitted by law. Do not include personally identifiable information about the victim without her/his consent.

Campus official making this report:

Name _______________________________ Telephone __________________________
Title/Department __________________________ Today’s Date ______________

Crime reported by: ___ Victim ___ Third party Relationship to victim __________________________

Date and time incident occurred: __________________________________
Location of incident (building, room, address). Please be as specific as possible: __________________________

Description of incident (attach additional sheets if necessary):

____________________________________________________________________________________
____________________________________________________________________________________
____________________________________________________________________________________

Sex Offenses Examples of sex offenses are rape, sodomy, sexual assault with an object, fondling, incest and statutory rape.

Was this incident a sexual offense? ___ Yes ___ No. If yes, were the victim and the assailant acquainted? ___ Yes ___ No

Hate Crimes Hate crime information is required for each of the following crimes: criminal homicide; sex offenses; robbery; aggravated assault; burglary; motor vehicle theft; arson; larceny-theft; simple assault; intimidation; graffiti; destruction/damage/vandalism; and for any other crime involving bodily injury.

Was this incident motivated by hate or bias? ___ Yes ___ No. If yes, identify the category of prejudice:

___ Race ___ Ethnicity ___ Gender Identity ___ Sexual Orientation
___ Religion ___ Disability ___ National Origin ___ Gender

Please provide a brief explanation for this determination ________________________________________________________________________
_____________________________________________________________________________________________________________________
_____________________________________________________________________________________________________________________

Return to: Assistant Chief Mark DePaull, University Police Department, Van Hoesen Hall

Cortland
SUNY
PO Box 2000, Cortland, NY 13045