

# 2020 Annual Security and Fire Safety Report

*Statistics for 2017, 2018, and 2019*



**D** SUNY  
**DOWNSTATE**  
Health Sciences University

December 2020

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# **SUNY DOWNSTATE HEALTH SCIENCES UNIVERSITY**

## **2020 CAMPUS SECURITY REPORT**

Personal safety is an important concern for everyone. The University Police/Public Safety Department shares this concern and accepts the responsibility for ensuring the safety of students, staff and visitors, as well as the security of state and personal property. The University Police Department publishes this report to inform the Downstate community about campus security policies (such as policies regarding sexual assault, alcohol, and other drugs), and provides statistics for the previous three years concerning reported crimes that occurred on and around campus. This report complies with the *Jeanne Clery Disclosure of Campus Security and Crime Statistics Act* (the “Clery Act”), which is found in section 485(f) of the Higher Education Act.

The State University of New York Downstate Health Sciences University (hereinafter “SUNY Downstate,” “Downstate,” or the “Institution”) is located in New York City. Like other people living and working in urban areas, members of the Downstate community must take common-sense precautions to avoid becoming a crime victim. The major portion of crime on campus is directed against property rather than the person and, comparatively speaking, the incidence of all crime on campus is low.

**Campus policy encourages every member of the campus community to report a crime promptly to the University Police Department.**

### **CRIME REPORTING**

The University Police Department (“UPD”) is the law enforcement agency on campus and as such, University Police Officers have all police powers of arrest under the New York State Penal & Criminal Procedure Laws. UPD records and investigates all complaints of on campus crimes against staff, students and visitors. UPD also has a written memorandum of understanding with the New York City Police Department, which deals with jurisdiction issues and areas of responsibility. Statistical information is forwarded monthly to the Division of Criminal Justice Services in Albany, New York for inclusion in the FBI Uniform Crime Report.

As part of SUNY Downstate’s standard orientation process, all students and staff – at all levels – are advised to promptly report any crime, on or off campus, to UPD. SUNY Downstate has detailed policies regarding reporting domestic crimes and workplace violence, and encourages and assists all in reporting crime to UPD, the New York City Police Department and/or any other police agency.

Potential criminal actions and other emergencies on campus should be reported promptly and directly by any student, faculty member or employee to the University Police/Public Safety Office by dialing campus extension 2626 (full telephone number: **718-270-2626**). Upon receipt of the call, UPD personnel are dispatched immediately to the site of the complaint and, as noted above, University Police Officers have the authority to make arrests if necessary.

Members of the campus community can also report incidents to the following offices:

- Dean, College of Medicine (718-270-3776)
- Dean, School of Graduate Studies (718-270-2740)
- Dean, College of Nursing (718-270-7632/718-270-7600)
- Dean, School of Health Professions (718-270-7701)
- Dean, School of Public Health (718-270-1056)
- Vice President for Academic & Student Affairs & Dean of Students (718-270-2187)
- Interim Director of Student Life (718-270-2484)
- Director of Residential Life and Services (718-270-2798)
- Chaplain Services (718-270-2594)

Please note that these offices allow victims and witnesses to report crime on a confidential basis. Reports of this nature are filed with UPD for informational purposes, but there is no formal investigation of the incident. Counselors at the Student Counseling Service who are informed by persons they are counseling of the commission of a crime may also inform that person that crimes can be reported to the Vice President for Student Affairs & Dean of Students Office on a confidential basis for inclusion in the university's crime statistics only.

Victims of off-campus incidents are strongly urged to call 911 first, and then to notify the University Police/Public Safety Office at 718-270-2626.

### **UNIVERSITY POLICE DEPARTMENT POLICIES/PROCEDURES**

The University Police Department maintains a proactive approach toward reduction and suppression of crime on campus. UPD personnel are assigned to:

- Entrances to each building;
- Patrol in each building;
- Booths located in areas of high pedestrian traffic; and
- Radio-equipped motor patrol vehicles.

UPD's primary role is to function as a deterrent to criminal activity, notify the emergency unit required at the scene of an incident (Fire, EMS, etc.), and render assistance to any victim(s).

In addition to uniformed patrols, the Department takes the following initiatives to ensure a safe environment for all concerned:

- ❖ **Identification/Facility Access**  
Faculty, staff and students are required to present Downstate identification cards when entering our facilities and to prominently display it at all times while on campus. Visitors are issued temporary visitor passes, which also must be displayed.
- ❖ **Increased Lines of Communication**  
There is a network of emergency telephones (red) conveniently located throughout Downstate Health Sciences University. In addition, there is also a network of panic alarms located at various places, including corridors, laboratories, rest rooms and on-call rooms. Both the "red" phones and panic alarms are linked directly with the University Police/Public Safety Department and are monitored 24 hours per day to ensure a quick response to all emergencies.
- ❖ **Shuttle Service**  
UPD oversees a free daily shuttle service that is provided for the safety of all faculty, staff, and students. The shuttle service is available at regular intervals on Monday through Friday from 5:00 a.m. to 12:00 a.m., departing from the University Hospital (445 Lenox Road) and the Health Science Education Building (395 Lenox Road). Shuttles stop at Downstate's off-campus parking facilities and at local transportation hubs.

UPD also provides an additional, upon-request shuttle service during *off-peak* hours, which is designed to move students, faculty and staff to local destinations (i.e. subway stations, residence halls, to and from Kings County Hospital, etc.). Off-peak hours comprise the hours of 12:00 a.m. to 5:00 a.m. on weekdays, and all weekends and holidays; **service is available upon demand**. Downstate community members can call University Police/Public Safety at extension 2626 to request this service. For more information, visit:

<https://www.downstate.edu/police/transportation.html>.

**SUNY Downstate recommends that students use the Church Avenue Subway station rather than the Winthrop Street Subway station when traveling to and from SUNY Downstate via subway. It is further suggested that students, rather than walking from this location during evening and night hours, request transportation to Downstate by contacting University Police at 718-270-2626.**

- ❖ **Closed Circuit Television System**  
A CCTV system monitoring the interior and exterior of the Downstate campus is an important tool in safety and security and is used by the University Police / Public Safety Department.
- ❖ **Perimeter Lighting**  
Additional high-intensity lighting has been installed on exterior areas of the campus to supplement that already provided by the city.
- ❖ **Package Inspection**  
To ensure the security of state property, the University Police/Public Safety Department supervises the removal of equipment and other state property from Downstate. An "Equipment Removal Form," signed by an authorizing agent along with identification of the person removing the property, is required. A "Personal Property Form" is prepared when personal property (radio, television, etc.) is brought into the Institution and this form is used to identify ownership when the property is being removed.
- ❖ **Inter-agency Relationship**  
The staff of the University Police/Public Safety Department has established and maintains clear and continuous channels of communication with local law enforcement agencies.

## **EMERGENCY RESPONSE**

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

The Chief of University Police is responsible for determining the level of an incident. In the absence of the chief, the assistant chief, deputy chiefs or lieutenants, respectively, will make appropriate consults and level determinations. If there is a serious or immediate threat to the health and safety of the campus community, the emergency response protocol will be enacted as appropriate to the situation.

In the event of an immediate threat to the health and safety of our students, faculty and staff, SUNY Downstate has in place a current Standard Operating Procedure and Emergency Response Plan.. Evacuation procedures and emergency notification procedures allow notification of an emergency by an overhead loudspeaker system in the Residence Halls, Health Science Education Building (HSEB), Basic Sciences Building (BSB) and University Hospital of Brooklyn (UHB). The *Send Word Now System* will be used to notify participating individuals' cell phones of the emergency and any other information needed for safety. Testing is conducted quarterly by the Information Technology Group.

Awareness messages are also distributed via campus e-mail, voicemail messages, and/or general handouts at facilities' entrances.

## **DISSEMINATION OF INFORMATION**

Information regarding personal safety is disseminated to staff and students with a constant theme of adjustments in lifestyle, responsibility for one's actions, and current conditions that affect personal safety, via:

- Orientation of new employees and students;
- Guest lectures;
- Crime awareness presentations, surveys, seminars, and memoranda;
- Articles in campus-wide brochures;
- University Police/Public Safety Department website (<http://www.downstate.edu/police>)

The Daily Crime Log lists crimes that occur on campus which is available for the public to view. This log can be viewed at the University Police Department's Main Office in the Hospital Lobby during normal business hours.

The Daily Fire Safety Report Log lists (by date) any fire reports that occurred in an on-campus student housing facility. Entries are generally made within two business days after the event occurs. As with the Daily Crime Log, this log can be viewed at the University Police Department's Main Office in the Hospital Lobby during normal business hours.

### **DOWNSTATE COMMUNITY MEMBER RESPONSIBILITY**

Isolation can occur almost anywhere on campus, depending on such circumstances as the time of day, day of the week, etc. A few common-sense tips to avoid isolation are:

- Walk and travel in groups, if possible.
- Use University Police/Public Safety shuttle service.
- Recognize that the University Police/Public Safety monitors its telephone switchboard 24 hours per day and that red telephones have direct contact with University Police without dialing. Be aware that University Police/Public Safety has emergency alarm buttons throughout UHB, BSB, HSEB, and the Student Center and residence halls which, if activated, dispatch University Police personnel to investigate.

Downstate community members are reminded that individuals' actions are the most important element of any security program.

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## **SEXUAL HARASSMENT, RAPE, AND OTHER OFFENSES OF SEXUAL VIOLENCE**

Downstate is committed to maintaining an environment in which students, faculty, staff, and guests can work and learn together free of all forms of harassment, exploitation, and intimidation. Downstate strongly condemns sexual harassment in any form. Also unacceptable is any conduct, such as sexual assault or rape, that constitutes a criminal offense.

### **Consent**

Under New York State Law, **Affirmative Consent** is defined as a knowing, voluntary, and mutual decision among all participants to engage in sexual activity. Consent can be given by words or actions, as long as those words or actions create clear permission regarding willingness to engage in the sexual activity. Silence or lack of resistance, in and of itself, does not demonstrate consent. The definition of consent does not vary based upon a participant's sex, sexual orientation, gender identity, or gender expression.

Consent to any sexual act or prior consensual sexual activity between or with any party does not necessarily constitute consent to any other sexual act. Consent is required regardless of whether the person initiating the act is under the influence of drugs and/or alcohol. Consent may be initially given but withdrawn at any time. Consent cannot be given when a person is incapacitated, which occurs when an individual lacks the ability to knowingly choose to participate in sexual activity. Incapacitation may be caused by the lack of consciousness or being asleep, being involuntarily restrained, or if an individual otherwise cannot consent. Depending on the degree of intoxication, someone who is under the influence of alcohol, drugs, or other intoxicants may be incapacitated and therefore unable to consent. Consent cannot be given when it is the result of any coercion, intimidation, force, or threat of harm. When consent is withdrawn or can no longer be given, sexual activity must stop.

SUNY Downstate recognizes that students who have been drinking and/or using drugs (whether such use is voluntary or involuntary) at the time that violence (including but not limited to domestic violence, dating violence, stalking, or sexual assault) occurs may be hesitant to report such incidents due to fear of potential consequences for their own conduct. SUNY Downstate strongly encourages students to report incidents of domestic violence, dating violence, stalking, or sexual assault to Institution officials. A bystander acting in good faith or a reporting individual acting in good faith that discloses any incident of domestic violence, dating violence, stalking, or sexual assault to SUNY Downstate officials or law enforcement will not be subject to SUNY Downstate's code of conduct action for violations of alcohol and/or drug use policies occurring at or near the time of the commission of the domestic violence, dating violence, stalking, or sexual assault. Note: students in clinical programs may be subject to professional standards beyond the campus conduct code. See **Appendix III of the [Student Handbook](#)** for more information.

### **Violence Against Women Act (VAWA) Crimes<sup>1</sup>**

**Dating Violence** is any 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 is determined based on the reporting party's statement, the length of the relationship, the type of relationship, and the frequency of interaction between the persons involved in the relationship.

**Domestic Violence** is a felony or misdemeanor crime of violence committed by any of the following individuals: current or former spouse or intimate partner of the victim; or a person with whom the victim shares a child in common; or a person who is cohabitating with or has cohabitated with the victim as a spouse or intimate partner; or a person similarly situated to a spouse of the victim under the domestic or family laws of the jurisdiction in which the crime of violence occurred; or any other person against an adult or youth victim who is protected under the domestic or family violence laws of the jurisdiction in which the crime of violence occurred.

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<sup>1</sup> Note that the following definitions are drawn from the Violence Against Women Act. New York State does not specifically define "dating violence." New York State definitions of crimes related to sexual assault are listed in Appendix A.

**Stalking** is intentionally engaging in a course of conduct, directed at a specific person, which is likely to cause a reasonable person to fear for his or her safety or the safety of others or cause that person to suffer substantial emotional damage. Examples include, but are not limited to, repeatedly following such person(s), repeatedly committing acts that alarm, cause fear, or seriously annoy such other person(s) and that serve no legitimate purpose, and repeatedly communicating by any means, including electronic means, with such person(s) in a manner likely to intimidate, annoy, or alarm him or her.

Such behavior is prohibited by University policy, as well as federal and New York State law. Downstate will take action as needed to prevent, and, if necessary, discipline behavior that violates this standard of conduct. A victim's academic and living situations will be changed upon request if reasonably available. Note that information concerning registered sex offenders (Megan's Law) transmitted to this campus by the New York State Division of Criminal Justice Services, if any, will be available at the University Police Office.

The Institution has programs to prevent domestic violence, dating violence, sexual assault, and stalking. Among its preventative measures are the availability of panic alarms and simplex type locks in on-call rooms, an escort service upon request, and increased lines of communication through its red phone system. When an incident of domestic violence, dating violence, sexual assault, or stalking is reported, the Institution will provide victims with a written notice of available options, remedies, and services.

### **EDUCATION PROGRAMS REGARDING CRIMES OF SEXUAL VIOLENCE AND VAWA CRIMES**

Downstate has education programs to promote the awareness of rape, acquaintance rape, dating violence, domestic violence, sexual assault, and stalking. These education programs include primary prevention and awareness programs for all incoming students and new employees. These education programs will include: a statement that these crimes are prohibited at the Institution; definitions of consent, domestic violence, dating violence, sexual assault, and stalking in the Institution's jurisdiction; safe and positive bystander intervention when there's a risk of one of those incidents; information on risk reduction to recognize warning signs of abusive behavior and avoiding potential attacks; and information about institutional disciplinary procedures.

### **PROCEDURES FOR SURVIVORS OF DOMESTIC VIOLENCE, DATING VIOLENCE, SEXUAL ASSAULT, AND STALKING**

Allegations of sexual abuse should be promptly reported to University Police/Public Safety and the NYC Police Department to ensure that the individual receives prompt medical and psychological attention, to increase the reporter's credibility as a complainant, and to increase the chance of preserving evidence. **University Police staff will provide prompt and supportive assistance to the reporter/victim at all stages of the investigation.**

Survivors/victims of these crimes will be provided written information about evidence preservation, how and to whom to report these crimes, options about involvement of law enforcement and campus authorities, and assistance in notifying law enforcement (if the victim chooses), as well as the option to decline to notify authorities. Victims will also be provided information in writing about rights and institutional responsibilities regarding no contact orders, orders of protection, or other available applicable options, regardless of whether the offense occurred on or off campus.

- **Evidence preservation:** In order to best preserve evidence, victims should avoid showering, washing, changing clothes, combing hair, drinking, eating, or doing anything to alter physical appearance until after a physical exam has been completed. Victims should strive not to touch or alter any evidence of struggle, even if the assault took place at the victim's home. Victims are encouraged to go to a safe place and to ask a friend to join them.
- **Reporting:** Victims should report to University Police, BSB, Room 1- 85A (phone number: 718-270-2626). If off-campus, victims should call 911 in addition to contacting University Police. Every effort will be made to ensure confidentiality.
  - Allegations of sexual harassment should be reported to the Office of Diversity and Inclusion (718-270-1738), or, if a student is involved, to the Office of Student Affairs (718-270- 2187).

- **Notifying Law Enforcement:** Victims have the right to notify law enforcement, and University Police can assist in notifying law enforcement if victims choose. Victims may also choose to decline to notify authorities.

The Institution provides written notification to students and employees about existing and available counseling, health, mental health, victim advocacy, legal assistance, visa and immigration assistance, and other services available in the community and on campus to victims of dating violence, domestic violence, sexual assault, and stalking. The Institution will also provide information about these services in writing to reporters/victims of these crimes, to include an explanation of applicable disciplinary procedures, confidentiality measures, and reasonable and available options and assistance with changing academic, living, transportation, and working situations, regardless of whether the victim chooses to report the crime to law enforcement.

The Institution will maintain as confidential any accommodations or protective measures provided to the victims so long as it does not impair the Institution's ability to provide such measures. Personally-identifiable information about reporters/victims will not be included in any publicly available record-keeping, including the reporting and disclosure of crime statistics.

### **PROCEDURES FOR INSTITUTIONAL DISCIPLINARY PROCEDURES IN CASES OF DOMESTIC VIOLENCE, DATING VIOLENCE, SEXUAL ASSAULT, AND STALKING**

SUNY Downstate's disciplinary procedures will provide a fair, prompt, and impartial process from investigation to final result. The investigation and any hearing will be conducted by those who receive annual training on issues related to VAWA crimes, how to conduct an investigation, and a hearing process that protects victim safety and promotes accountability.

Parties are entitled to the same opportunities to have an advisor of their choice present at any hearing and related meetings. There is no limit to the choice of an advisor; however, the parties are responsible for presenting evidence on their own behalf. Advisors may speak privately to their advisee during the proceeding, and cannot present evidence or cross-question witnesses. Both parties will be informed simultaneously in writing of the outcome of the process, the availability of any appeal procedures, and when the results become final after any appeals.

As outlined in the [Student Handbook](#), Downstate is committed to providing options, support, and assistance to reporters of sexual violence to ensure that they can continue to participate in Institution- wide programs, activities, and employment. All survivors of these crimes and violations, regardless of race, color, national origin, religion, creed, age, disability, gender identity or expression, sexual orientation, familial status, pregnancy, predisposing genetic characteristics, military status, domestic violence status, or criminal conviction, have uniform rights, regardless of whether the crime or violation occurs on campus, off campus, or while studying abroad. All Downstate Students have the right to:

1. Make a report to local law enforcement and/or the New York State Police.
2. Have disclosures of domestic violence, dating violence, stalking, and sexual assault treated seriously.
3. Make a decision about whether or not to disclose a crime or violation and participate in the judicial or conduct process and/or criminal justice process free from pressure from the institution.
4. Participate in a process that is fair, impartial, and provides adequate notice and a meaningful opportunity to be heard.
5. Be treated with dignity and to receive from the institution courteous, fair, and respectful health care and counseling services, where available.
6. Be free from any suggestions that the reporting individual is at fault when these crimes and violations are committed, or should have acted in a different manner to avoid such crimes or violations.
7. Describe the incident to as few institutional representatives as practicable and not to be required to unnecessarily repeat a description of the incident.
8. Be free from retaliation by the institution, the accused and/or the respondent, and/or their friends, family, and acquaintances within the jurisdiction of the institution.
9. Access to at least one level of appeal of a determination.
10. Be accompanied by an advisor of choice who may assist and advise a reporting individual, accused, or respondent throughout the judicial or conduct process including during all meetings and hearings related to such process.



11. Exercise civil rights and practice of religion without interference by the investigative, criminal justice, or judicial or conduct process of the University

SUNY Downstate will conduct a timely review of all complaints of domestic violence, dating violence, and/or stalking in accordance with policy. Absent extenuating circumstances, review and resolution is expected to take place within sixty (60) calendar days from receipt of the complaint. The college will make every effort to be responsive and sensitive to the reporters and victims of these serious crimes. Protection of the victim and prevention of continued trauma is the Institution's priority. Changes to room assignments, classes, and other assignments which include both the victim and alleged perpetrator will be changed, whenever possible. The Institution may also issue a no contact or other restriction pending a hearing.

SUNY Downstate will, upon written request, disclose to the alleged victim of a crime of violence (as that term is defined in Section 16 of Title 18 of the United States Code), or a non-forcible sex offense, the report on the results of any disciplinary proceeding against a student who is the alleged perpetrator of said crime or offense. If the alleged victim is deceased as a result of said crime of offense, the next of kin of the victim shall be treated as the alleged victim for the purposes of this paragraph.

In addition, when, in the judgment of a Student Affairs Dean (Associate Dean, or Assistant Dean) and/or the Assistant Vice President of Student Life (or designee), the continued presence of a student charged with a violation of SUNY Downstate policy presents an immediate danger to the fulfillment of the educational mission of the Institution, or to the life, health, welfare, safety or property of any member(s) of the SUNY Downstate community, the student may be subject to a change in student status including immediate denial of campus residency and/or suspension from the College pending the outcome of a disciplinary hearing, which shall be scheduled as expeditiously as possible. See *Rules of Student Conduct* in Appendix IV of the [Student Handbook](#).

Such a recommendation would be communicated to the Vice President for Academic & Student Affairs and Dean of Students, or designee, who will review the recommendation and gather and consider whatever additional information, may be needed; and will determine if any change in status, such as interim suspension, is warranted. Notification of any change of the student's status and the reasons for it will be communicated to the student, in writing, within 24 hours of the decision. The student will be provided with a formal charge letter and the terms of the immediate action changing student status.

This action may be taken, but is not limited to, situations which occur on or off campus, involving physical violence, drugs and other controlled substances, criminal or other illegal acts.

The standard of proof in all disciplinary cases, including those involving sexual harassment and sexual assault cases, is "preponderance of the evidence," which asks whether it is "more likely than not" that the incident of sexual harassment or sexual violence occurred. If the evidence presented meets this standard, then the accused should be found responsible.

### **SANCTIONS FOR VAWA CRIMES**

Students found to have violated Downstate's sexual violence policies after investigation are subject to discipline. See Appendix III in the [Student Handbook](#). Following a final determination of an institutional disciplinary procedure for cases of rape, acquaintance rape, dating violence, domestic violence, sexual assault, or stalking, sanctions or protective measures may be imposed. Students may also be subject to criminal prosecution under the New York State Penal Law.

Downstate reserves the right to have charges initiated through the disciplinary process against any student charged or convicted of breaking civil or criminal law, such as sexual assault. The disciplinary committee may recommend that a warning letter be issued, place a person on probation, remove privileges, or assign community service. A student may be suspended for all or part of a year or dismissed from the Institution. If this matter is handled in an on-campus disciplinary forum, the accuser and the accused are entitled to the same opportunities to have others present during such hearing. In addition, both the accuser and the accused shall be informed of the outcome of any disciplinary proceedings brought alleging sexual assault.

Faculty and staff accused of violations of the Downstate's sexual violence policies receive hearings and, if found guilty, are subject to discipline under the provisions of the applicable collectively

negotiated agreements and established SUNY grievance procedures. They may also be subject to criminal prosecution under the New York State Penal Law.

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### **Sex Offender Information**

In New York, when released to the community after conviction for a registerable offense, a sex offender is required to register with the Division of Criminal Justice Services (DCJS). Level 1 offenders must register for a minimum of twenty years; level 2 and 3 offenders must register for life. By law, only information about higher-risk offenders (levels 2 and 3) is publicly-available online. DCJS is responsible for maintaining the New York State Sex Offender Registry, which is accessible online at: <https://www.criminaljustice.ny.gov/nsor/>

Registered sex offenders are assigned a [risk level](#) by judge after a court hearing:

- Level 1 (low risk of re-offense)
- Level 2 (medium risk of re-offense)
- Level 3 (high risk of re-offense)

By law, only Level 2 and Level 3 sex offenders are included in [DCJS' online directory](#). The state's NY-ALERT system, accessible through the DCJS' Sex Offender Registry, can notify users whenever a Level 2 or Level 3 sex offender, listed in the online directory, moves. Users can also access information about Level 1 offenders and offenders whose risk levels have not yet been determined by a judge by:

- Calling 800-262-3257, between 8 a.m. and 4:30 p.m., Monday through Friday (excluding legal holidays).
  - Callers must have an individual's name and one of the following – an exact address, date of birth, driver's license number, or Social Security number – to learn if that individual is on the Registry.

### **CRISIS INTERVENTION RESOURCES**

#### **Internal**

SUNY Downstate's Counselors, when acting as such, are not considered to be Campus Security Authorities and are not required to report crimes for inclusion into the annual disclosure of crime statistics. As a matter of policy, they are encouraged, if and when they deem it appropriate, to inform persons being counseled of the procedures to report crimes on a voluntary basis for inclusion into the annual crime statistics.

Student Health: 718-270-1995  
Student Counseling: 718-270-1408  
Employee Health: 718-270-1995  
Employee Assistance Program: 718-270-1489

#### **External**

NYC Police Department Sex Crimes Reporting Unit: 212-267-7273  
NYC Safe Horizon Hotline: 212-577-7777  
KCH Department of Social Services, Domestic Violence Coordinator: 718-245-3131

### **SUBSTANCE ABUSE PROGRAM FOR STUDENTS**

A standing, campus-wide Substance Abuse Committee (SAC), reporting directly to the President, provides the overall operation and coordination of the Substance Abuse Program for Students.

Membership of the SAC consists of faculty, staff, and students from the colleges at SUNY Downstate. The functions of the Committee are to plan and coordinate educational programs, outreach and extracurricular activities around the issues of alcohol and other drug abuse, and to manage the Substance Abuse Program for Students. For more information, contact the pre-recorded information line at 718-270-4545 or refer to Appendix III in the [Student Handbook](#).

The University Police/Public Safety Departments vigorously enforce laws (both federal and state) regulating underage drinking, the use of controlled substances, and weapons. Illegal drugs are not permitted on campus. Downstate maintains an Employee Assistance Program for faculty and staff needs, and a full-time counselor for students. Additional information is available from the Human Resources Department, the Student Affairs Office, the Student Handbook and/or the Institution's main webpage (<http://downstate.edu>).

## **FIREARMS POLICY**

Firearms and dangerous weapons of any type are not permitted on campus, with the exception of law enforcement personnel. Criminal intentional use, possession or sale of firearms, or other dangerous weapons is strictly forbidden.

## **RESIDENCE HALLS**

SUNY Downstate believes that the residence halls provide students with an important part of their educational experience.

In the residence hall environment, students can explore the varied relationships and lifestyles necessary in order for them to develop as well-rounded individuals. It is a place where students live, learn, and relax within a setting that stresses both individual freedom and community responsibility. Downstate's residence life program is designed to enhance these experiences.

The Head Residents and Resident Assistants are Downstate's representatives in this environment and they share in the responsibility for fostering growth in all areas, particularly in activities outside of the classroom. Additionally, the student staff, in conjunction with the professional management staff and the Facilities Management and University Police staffs, are responsible for providing safe, secure, and well-maintained facilities for Downstate's students.

### **Residence Hall Security**

Downstate has two, two-hundred bed residential buildings available for occupancy by its student population. The following security and safety systems are currently in place:

1. 24-hour coverage by University Police/Public Safety Department personnel at the main entrance;
2. CCTV equipment in specified common areas;
3. Electronically locked main entrance doors, which require a coded key card for access;
4. A panic alarm system on each floor (common areas) and in all public basement areas;
5. Fire extinguishers in all common areas;
6. A pull-station fire alarm system;
7. Hard-wired local-alarm, smoke detectors in each student room; and
8. Peepholes and chain locks on each room entry door.

### **Missing Students**

Students who reside on campus are encouraged to identify a person who University personnel should contact in the event they are determined to be "missing." Such contact information may be sent via email or written notification to the Office of Residential Life, at [residentiallife@downstate.edu](mailto:residentiallife@downstate.edu), or by returning the request for missing person contact information sheet to Residential Life staff.

Missing persons should be reported directly to University Police. **Do not wait if you believe a student is missing.** Federal law states that the campus is required to provide missing person notification to: 1) all local police agencies; 2) the student's designated contact person if provided; and 3) parents of students under 18 years of age. University Police immediately conducts an initial investigation and if after a reasonable period of time (not more than 24 hours), the student has not been located, University Police will proceed with the required notifications. The sooner the investigation begins, the better chance of locating the missing person.

## **CAMPUS FACILITIES POLICIES**

Facilities Management and Development provides three main physical plant services to the campus: power plant, trade shops, and building services. These three specialties are responsible for all aspects of the physical plant, regular maintenance, repairs, and emergency repairs with a great concern for safety and security.

Repair calls concerning the greater welfare and safety of the Downstate community (including repair of high-intensity lighting, broken locks and windows, etc.) are given the highest priority. Campus facilities are inspected on an ongoing basis. Any maintenance problems should be reported to the Maintenance Operations Center (MOC) located in Room B-6, Basic Science Building on a "work request form." Any unsafe condition that requires immediate attention can be called in to the MOC at extension 1212.

## **CRIME AND REFERRAL STATISTICS**

The crime and referral statistics gathered for this report were based on information obtained from the following offices: University Police, the Dean of the College of Medicine, the Dean of Graduate Studies, the Dean of the School of Health Professions, the Dean of the College of Nursing, the Dean of the School of Public Health, the Senior Vice President for Academic Affairs & Chief Academic Officer, the Vice President for Academic & Student Affairs and Dean of Students, the Assistant Vice President of Student Life, and the Director of Residential Life and Services. Information regarding crimes/arrests on adjacent streets and roadways was requested from the New York City Police Department, however, at the time of preparation of this report, no pertinent information was provided by that agency. For further information on our internal data collection, please call the Office of General Counsel at 718-270-4628.

### **CRIME DEFINITIONS<sup>2</sup>**

- ❖ **Murder and Non-negligent Manslaughter:** The willful (non-negligent) killing of one human being by another.
- ❖ **Manslaughter by Negligence:** The killing of another person through gross negligence. (Gross negligence is the intentional failure to perform a manifest duty in reckless disregard of the consequences as affecting the life or property of another.)
- ❖ Clery Act **sex offenses<sup>3</sup>** include:
  - **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.
  - **Fondling** (“forcible touching” in the New York State Penal Law): 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:** sexual intercourse between persons who are related to each other within degrees wherein marriage is prohibited by law.
  - **Statutory Rape:** sexual intercourse with a person who is under the statutory age of consent.
- ❖ **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.
- ❖ **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) or use of a motor vehicle by persons not having lawful access.
- ❖ **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.

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<sup>2</sup> The Clery Act delineates what violations need to be reported. Unless otherwise specified, offense definitions are excerpted from the Uniform Crime Reporting Handbook.

<sup>3</sup> Note that New York State definitions for sex offenses differ slightly from those required for the Annual Security Report, as those are based on two structures: the FBI Uniform Crime Reporting (UCR)/National Incident-Based reporting system (NIBRS) definitions. For a complete series of definitions and penalties under New York State statutes, refer to Article 130 (Sex Offenses) of the New York State Penal Law, as listed in Appendix A.

In addition to disclosing statistics for the aforementioned offenses, the Clery Act requires institutions to disclose **violations of the law resulting in arrests or persons being referred for disciplinary action** in the following categories:

- ❖ **Weapons: Carrying, Possessing, etc.** – 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. This classification encompasses weapons offenses that are regulatory in nature.
- ❖ **Drug Law Violations** – The violation of laws prohibiting the production, distribution and/or use of certain controlled substances and the equipment or devices utilized in their preparation and/or use. Includes the unlawful cultivation, manufacture, distribution, sale, purchase, use, possession, transportation or importation of any controlled drug or narcotic substance. Also encompasses arrests for violations of state and local laws, specifically those relating to the unlawful possession, sale, use, growing, manufacturing and making of narcotic drugs.
- ❖ **Liquor Law Violations** – The violation of state or local laws or ordinances prohibiting the manufacture, sale, purchase, transportation, possession, or use of alcoholic beverages, not including driving under the influence and drunkenness. The following violations are in this classification: the manufacture, sale, transporting, furnishing, possessing, etc., of intoxicating liquor; maintaining unlawful drinking places; bootlegging; operating a still; furnishing liquor to a minor or intemperate person; underage possession; using a vehicle for illegal transportation of liquor; drinking on train or public conveyance; and attempts to commit any of the above.

As previously noted, *all incidents of criminal activities or other emergencies on campus should be directly and promptly reported to University Police at 718-270-2626*, and all victims and witnesses are urged to cooperate with reporting policies so that a thorough investigation can be conducted and appropriate action taken to aid in the prevention of similar incidents.

The State University of New York Downstate Health Sciences University does not have any off-campus facilities which are owned or controlled by a student organization. All Downstate-owned facilities, whether or not contiguous, are considered on campus.

## CLERY CRIME STATISTICS FOR 2017, 2018, AND 2019

Crime Classification		Campus		Non-Campus	Public Property	Total
		On-campus Student Housing	On-campus Total*			
<b>Murder/Non-Negligent Manslaughter</b>	2019	0	0	0	0	0
	2018	0	0	0	0	0
	2017	0	0	0	0	0
<b>Manslaughter by Negligence</b>	2019	0	0	0	0	0
	2018	0	0	0	0	0
	2017	0	0	0	0	0
<b>Rape†</b>	2019	0	0	0	0	0
	2018	0	0	0	0	0
	2017	0	0	0	0	0
<b>Fondling</b>	2019	0	0	0	0	0
	2018	0	0	0	0	0
	2017	0	0	0	0	0
<b>Incest</b>	2019	0	0	0	0	0
	2018	0	0	0	0	0
	2017	0	0	0	0	0
<b>Statutory Rape</b>	2019	0	0	0	0	0
	2018	0	0	0	0	0
	2017	0	0	0	0	0
<b>Robbery</b>	2019	0	0	0	2	2
	2018	0	0	0	1	1
	2017	0	0	0	2	2
<b>Aggravated Assault</b>	2019	0	1	0	2	3
	2018	0	2	0	1	3
	2017	0	0	0	1	1
<b>Burglary</b>	2019	0	0	0	0	0
	2018	0	1	0	0	1
	2017	0	0	0	0	0

\* Category includes all on-campus incidents, including those listed in "On-Campus Student Housing." On campus statistics include both incidents reported to police and those reported to non-police officials and therefore may contain multiple entries for the same incident.

† Prior to 2014, sex offenses were categorized only as forcible or non-forcible. These categories were then expanded to include Rape, Fondling, Incest, and Statutory Rape.

**CLERY CRIME STATISTICS FOR 2017, 2018, AND 2019 (CONTINUED)**

Crime Classification		Campus		Non-Campus	Public Property	Total	
		On-campus Student Housing	On-campus Total*				
<b>Motor Vehicle Theft</b>	2019	0	1	0	1	2	
	2018	0	0	0	1	1	
	2017	0	0	0	2	2	
<b>Arson</b>	2019	0	0	0	0	0	
	2018	0	0	0	0	0	
	2017	0	0	0	0	0	
<b>Liquor Law Arrests</b>	2019	0	0	0	0	0	
	2018	0	0	0	0	0	
	2017	0	0	0	0	0	
<b>Liquor Law Disciplinary Actions</b>	2019	0	0	0	0	0	
	2018	0	0	0	0	0	
	2017	0	0	0	0	0	
<b>Drug Law Arrests</b>	2019	0	0	0	0	0	
	2018	0	0	0	0	0	
	2017	0	0	0	0	0	
<b>Drug Law Disciplinary Actions</b>	2019	0	0	0	0	0	
	2018	0	0	0	0	0	
	2017	0	0	0	0	0	
<b>Weapons Arrests</b>	2019	0	0	0	0	0	
	2018	0	0	0	0	0	
	2017	0	0	0	0	0	
<b>Weapons Disciplinary Actions</b>	2019	0	0	0	0	0	
	2018	0	0	0	0	0	
	2017	0	0	0	0	0	
<b>VAWA Offenses §</b>	<b>Domestic Violence</b>	2019	0	1	0	0	1
		2018	0	1	0	0	1
		2017	0	1	0	0	1
<b>Dating Violence</b>	2019	0	0	0	0	0	
	2018	0	1	0	0	1	
	2017	0	1	0	0	1	
<b>Stalking</b>	2019	0	2	0	0	2	
	2018	0	1	0	0	1	
	2017	0	1	0	0	1	

\* Category includes all on-campus incidents, including those listed in "On-Campus Student Housing." On campus statistics include both incidents reported to police and those reported to non-police officials and therefore may contain multiple entries for the same incident.

§ Domestic Violence, Dating Violence, and Stalking were added to the report in 2013 in accordance with the *Violence Against Women Act* amendments.

## **HATE CRIMES**

A hate crime is a criminal offense that manifests evidence that the victim was intentionally selected because of the perpetrator's bias against the victim. Bias is a preformed negative opinion or attitude toward a group of persons based on their race, gender, gender identity, religion, disability, sexual orientation, ethnicity, or national origin. For Clery Act reporting purposes, hate crimes include any previously listed, as well as the following offenses if they include an element of bias:

- ❖ **Larceny-Theft:** The unlawful taking, carrying, leading, or riding away of property from the possession or constructive possession of another. Constructive possession is the condition in which a person does not have physical custody or possession, but is in a position to exercise dominion or control over a thing.
- ❖ **Simple Assault:** An unlawful physical attack by one person upon another where neither the offender displays a weapon, nor the victim suffers obvious severe or aggregated bodily injury involving apparent broken bones, loss of teeth, possible internal injury, severe laceration, or loss of consciousness.
- ❖ **Intimidation:** To unlawfully place another person in reasonable fear of bodily harm through the use of threatening words and/or other conduct, but without displaying a weapon or subjecting the victim to actual physical attack. (To be the victim of intimidation, one does not have to be the intended target of the offender.)
- ❖ **Destruction/Damage/Vandalism of Property:** To willfully or maliciously destroy, damage, deface, or otherwise injure real or personal property without the consent of the owner or the person having custody or control of it.

### **Hate Crime Statistics 2017 - 2019**

In **2019**, zero hate crimes were reported.

In **2018**, one hate crime was reported as follows: On-campus intimidation characterized by race bias.

In **2017**, zero hate crimes were reported.

## **UNFOUNDED CRIMES**

A crime is considered unfounded for *Clery Act* purposes only if sworn or commissioned law enforcement personnel make a formal determination that the report is false or baseless. A reported crime cannot be designated "unfounded" if no investigation was conducted or if the investigation was not completed. Nor can a crime report be designated unfounded merely because the investigation failed to prove that the crime occurred; this would be an inconclusive or unsubstantiated investigation. Rather, the determination to unfound a crime can be made only when the totality of available information specifically indicates that the report was false or baseless.

In **2019**, zero crimes were unfounded.

In **2018**, one crime was unfounded.

In **2017**, zero crimes were unfounded.



## Appendix A: New York State Law Criminal Definitions

New York State law contains the following legal provisions defining the crimes related to sexual assault, under Article 130 of the Penal Law:

**Section 130.20 - Sexual Misconduct.** This offense includes sexual intercourse without consent and deviate sexual intercourse without consent. The penalty for violation of this section includes imprisonment for a definite period to be fixed by the court up to one year.

**Section 130.25/30/35 - Rape.** This series of offenses includes sexual intercourse with a person incapable of consent because of the use of forcible compulsion or because the person is incapable of consent due to a mental defect, mental incapacity, or physical helplessness. This series of offenses further includes sexual intercourse with a person under the age of consent. The penalties for violation of these sections range from imprisonment for a period not to exceed four years up to 25 years.

**Section 130.40/45/50 - Criminal Sexual Act.** This series of offenses includes oral or anal sexual conduct with a person incapable of consent because of the use of forcible compulsion or because the person is incapable of consent due to a mental defect, mental incapacity, or physical helplessness. This series of offenses further includes oral or anal sexual conduct with a person under the age of consent. The penalties for violation of these sections range from imprisonment for a period not to exceed four years up to imprisonment for a period not to exceed 25 years.

**Section 130.52 - Forcible Touching.** This offense involves the forcible touching of 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. Forcible touching includes the squeezing, grabbing, or pinching of such other person's sexual or other intimate parts. The penalty for violation of this section includes imprisonment for a period of up to one year in jail.

**Section 130.55/60/65 - Sexual Abuse.** This series of offenses includes sexual contact with a person by forcible compulsion, or with a person who is incapable of consent due to physical helplessness, or due to the person being under the age of consent. The penalties for violation of these sections range from imprisonment for a period not to exceed three months up to imprisonment for a period not to exceed seven years.

**Section 130.65.a/66/67/70 - Aggravated Sexual Abuse.** This series of offenses occurs when a person inserts a finger or foreign object in the vagina, urethra, penis or rectum of another person by forcible compulsion, when the other person is incapable of consent by reason of being physically helpless, or when the other person is under the age of consent. The level of this offense is enhanced if the insertion of a finger or foreign object causes injury to the other person. The penalties for violation of these sections range from imprisonment for a period not to exceed seven years up to imprisonment for a period not to exceed 25 years.



# **D** SUNY **DOWNSTATE** Health Sciences University

## **2020 FIRE SAFETY REPORT**

## INTRODUCTION

The Annual Fire Safety Report is prepared by the Department of Environmental Health & Safety (“EH&S”). EH&S works collaboratively with the University Police Department (UPD) and other staff to develop and implement the policies, procedures, training programs, inspections, and other activities that comprise SUNY Downstate’s comprehensive fire safety program to assure the safety of students, faculty and staff.

SUNY Downstate’s Residence Halls – its only on-campus student housing facilities – are located at 811 & 825 New York Avenue, Brooklyn, NY 11203. This Annual Fire Safety Report contains SUNY Downstate’s fire safety-related policies and procedures, as well as statistics for reported fires in on-campus student housing facilities for the last three years (see page 21).

## DEFINITIONS RELATED TO FIRE SAFETY

- **Residence Halls:** student housing facilities located on property owned by SUNY Downstate Health Sciences University.
- **Fire:** any instance of open flame or other burning in a place not intended to contain the burning or in an uncontrolled manner.
- **Fire Alarm System:** a central, building-wide alarm system that provides fire detection through the use of smoke and heat detectors, monitors fire suppression systems, sounds building-wide evacuation alarms, and is monitored by the University Police x2626.
- **Fire Sprinkler System:** water-based automatic fire suppression system.
  - Full – the fire sprinkler system provides protection for the entire structure
  - Partial – the fire sprinkler system provides protection for only part of the structure
- **Local Smoke Alarm:** an audible alarm that sounds in the room and reports to the Fire Alarm Control Panel but does not activate the facility fire alarm system.
- **Smoke Detection:** smoke detectors that are connected to a Fire Alarm System defined above and cause a building-wide evacuation alarm when activated.
- **Cause of Fire:** The factor or factors that give rise to a fire. The causal factor may be, but is not limited to, the result of an intentional or unintentional action, mechanical failure, or act of nature.
- **Fire Evacuation Drill:** A supervised practice of a mandatory evacuation of a building for a fire.
- **Fire-related Injury:** Any instance in which a person is injured as a result of a fire, including an injury sustained from a natural or accidental cause, while involved in fire control, attempting rescue, or escaping from the dangers of the fire.
- **Fire-related Death:** Any instance in which a person - (1) is killed as a result of a fire, including death resulting from a natural or accidental cause while involved in fire control, attempting rescue, or escaping from the dangers of a fire; or (2) dies within one year of injuries sustained as a result of the fire.
- **Fire Safety System:** Any mechanism or system related to the detection of a fire, the warning resulting from a fire, or the control of a fire. This may include sprinkler systems or other fire extinguishing systems, fire detection devices, devices that alert one to the presence of a fire, such as horns, bells, or strobe lights; smoke-control and reduction mechanisms; and fire doors and walls that reduce the spread of a fire.
- **Value of Property Damage:** The estimated value of the loss of the structure and contents, in terms of the cost of replacement in like kind and quantity. This estimate should include contents damaged by fire, and related damages caused by smoke, water, and overhaul; however, it does not include indirect loss, such as business interruption.

▪ **Fire Log:**

- An institution that maintains on-campus student housing facilities must maintain a written, easily understood fire log that records, by the date that the fire was reported, any fire that occurred in an on-campus student housing facility. This log must include the nature, date, time, and general location of each fire.
- An institution must make an entry or an addition to an entry to the log within two business days, as defined under Sec. 668.46 (a), of the receipt of the information.
- An institution must make the fire log for the most recent 60-day period open to public inspection during normal business hours. The institution must make any portion of the log older than 60 days available within two business days of a request for public inspection.
- *Note:* SUNY Downstate’s Fire Log is maintained and available in the Office of Environmental Health & Safety, in BSB Room 3-136.

## 2019 Fire Protection Summary

SUNY Downstate Health Sciences University maintains two (2) Residence Halls, located at 811 and 825 New York Avenue, respectively. The Residence Halls are bridged on the ground floor and are equipped with a fully-integrated voice-annunciated fire alarm system with 24-hours-per-day, 7-days-per-week monitoring.

RESIDENCE HALL FIRE PROTECTION SYSTEMS									
Residence Hall Facility	Type of Construction	Floors	Fire Alarm System	Partially-Sprinklered	Smoke Detection	Carbon Monoxide Detection	Portable Fire Extinguishers	Evacuation Plans Posted & Fire Safety Training Conducted	Number of Evacuation Drills Conducted Each Year
<b>Residence Hall I</b>  <i>Street Address:</i> 811 New York Avenue  <i>Year Built:</i> 1965  Rooms: 96	Concrete Slab	10	YES  (Monitored by Public Safety)	YES  (Trash Rooms and Basement)	YES	YES	YES	YES	2
<b>Residence Hall II</b>  <i>Street Address:</i> 825 New York Avenue  <i>Year Built:</i> 1965  Rooms: 96	Concrete Slab	10	YES  (Monitored by Public Safety)	YES  (Trash Rooms and Basement)	YES	YES	YES	YES	2

## POLICIES, RULES, AND STANDARDS RELATED TO FIRE SAFETY ON SUNY DOWNSTATE'S CAMPUS

### **Fire Alarm**

- SUNY Downstate's fire alarm system consists of manual pull stations, visual/audible alarm devices and integrated automatic detection devices; addressable smoke detector/ sounder bases, carbon monoxide detection and heat detectors located in individual sleeping rooms, corridors, common areas, utility and mechanical spaces

### **Fire Alarm Testing and Inspection**

- Individual components of the fire alarm systems are tested by a certified fire alarm company in accordance with National Fire Protection Association (hereinafter "NFPA") 72, National Fire Alarm Code

### **Fire Suppression Equipment**

- Automatic Sprinkler System
  - *Coverage:* The Residence Halls are partially-sprinklered buildings, in basement and waste storage areas
- Sprinkler System Inspections
  - Automatic sprinkler systems are inspected quarterly in accordance with NFPA 13A
- Portable Fire Extinguishers
  - Type: A-B-C Dry Chemical
  - Fire extinguishers are located in accordance with NFPA 10, Standard for Portable Fire Extinguishers
  - Fire extinguishers located in the residence halls are inspected monthly by the Environmental Health and Safety Office. Annual inspection and maintenance is conducted by a qualified vendor in accordance with NFPA 10, Standard for Portable Fire Extinguishers

### **Fire and Evacuation Drills**

- Residence Halls have quarterly-scheduled fire drills.

### **Fire Prevention Information**

- Prohibited items:
  - Fireworks/Firearms
    - Fireworks or firearms of any nature are prohibited in the Residence Halls
  - Halogen Lamps
    - Halogen lighting are not be used in the Residence Halls
  - Household Appliances
    - The use of appliances with open coils is strictly prohibited in rooms and apartments. Any items of this nature will be confiscated by the Office of Resident Life and Services (ORLS) and returned to the resident at checkout. Electrical appliances with high amp usage are prohibited. Non-UL appliances are also prohibited
  - Microwaves
    - Microwaves are provided in all student rooms with the exception of standard rooms. A microwave is provided in the hallway of each standard room floor
  - Pets
    - With the exception of fish, pets are not allowed in the residence halls. Fish tanks may be no larger than 10 gallons in size, and only one fish tank is allowed per living area. Fish tanks, must be registered, with the ORLS, through the Assistant Director, prior to installation
  - Refrigerators
    - Standard rooms are allowed only one refrigerator per room. One bedroom and studio apartments have been upgraded to include a full-size refrigerator and are allowed only one extra (non-state issued) refrigerator per apartment. Refrigerators may not exceed 4.9 cubic feet
  - Smoking Policy
    - Smoking is prohibited in all rooms, apartments, common areas, hallways, basements, entry and egress ways, stairwells, and outside within 15 feet of campus entrances

### **Fire Prevention Training**

- Fire Prevention training is provided to Resident Staff and is available to all students, faculty and staff. Classes can be scheduled by contacting the Director of Environmental Health and Safety by phone at 718-270-1216.

### **Reporting a Fire**

- Report all fires immediately, regardless of how small and even if you think that the fire is extinguished. CALL University Police at (718) 270-2626, 24 hours per day/7 days per week.

2019 Residential Hall Fires								
Residence Hall Facility	Total Fires in Each Building	Fire Number	Case Number	Date and Time	Cause of Fire	Number of Injuries that Required Treatment at a Medical Facility	Number of Deaths Related to Fire	Value of Property Damages Caused by Fire
<b>Residence Hall I</b> <i>Street Address:</i> 811 New York Avenue	0	-	-	-	-	-	-	-
<b>Residence Hall II</b> <i>Street Address:</i> 825 New York Avenue	0	-	-	-	-	-	-	-
<b>TOTAL</b>	0	-	-	-	-	-	-	-

2018 Residential Hall Fires								
Residence Hall Facility	Total Fires in Each Building	Fire Number	Case Number	Date and Time	Cause of Fire	Number of Injuries that Required Treatment at a Medical Facility	Number of Deaths Related to Fire	Value of Property Damages Caused by Fire
<b>Residence Hall I</b> <i>Street Address:</i> 811 New York Avenue	0	-	-	-	-	-	-	-
<b>Residence Hall II</b> <i>Street Address:</i> 825 New York Avenue	0	-	-	-	-	-	-	-
<b>TOTAL</b>	0	-	-	-	-	-	-	-

2017 Residential Hall Fires								
Residence Hall Facility	Total Fires in Each Building	Fire Number	Case Number	Date and Time	Cause of Fire	Number of Injuries that Required Treatment at a Medical Facility	Number of Deaths Related to Fire	Value of Property Damages Caused by Fire
<b>Residence Hall I</b> <i>Street Address:</i> 811 New York Avenue	0	-	-	-	-	-	-	-
<b>Residence Hall II</b> <i>Street Address:</i> 825 New York Avenue	0	-	-	-	-	-	-	-
<b>TOTAL</b>	0	-	-	-	-	-	-	-

# **FIRE PLAN**

## **FIRE EMERGENCY PLAN**

### **1. CREATE AN ALARM**

- > **Immediately alert others**
- > **Activate the fire alarm pull station near the exit staircase.**
- > **Call University Police at (718) 270 2626**

### **2. CONFINE THE FIRE BY CLOSING THE ROOM DOOR.**

### **3. EXIT THE BUILDING VIA THE CLOSEST SAFE EXIT STAIRCASE.**

- > **Do not open doors if the knob or is hot to the touch.**
- > **Open door slowly if cool and walk do not run to the exits.**
- > **Always use staircase to exit the building.**
- > **Walking, do not run.**

## **DO NOT USE THE ELEVATORS**

- > **Evacuate to the "Grove Area" away from the building.**
- > **Once outside do not attempt to re-enter the building to search for anyone missing. Notify the Fire Department**

### **EMERGENCY PHONE NUMBERS**

Director of Residence Life & Services: Justin Alger (718-270-2798)

Assistant Director of Residence Life & Services: Sherice Fields (718-270-1468)