

Crime Awareness and Campus Security



STATE UNIVERSITY OF NEW YORK
DOWNSTATE MEDICAL CENTER
2008 CAMPUS SECURITY REPORT

DOWNSTATE MEDICAL CENTER

2008 CAMPUS SECURITY REPORT

CONCERN

Personal safety is an important concern for everyone. The University Police / Public Safety Department at the Health Science Center at Brooklyn (better known as Downstate Medical Center) 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.

Our Center 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.

CRIME

The University Police Department 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. The Department records and investigates all complaints of on campus crimes against staff, students and visitors. We also have written memorandums of understanding with the New York City Police Department which deal 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 our standard orientation process all students and staff at all levels are advised to report promptly any crime on or of campus to the University Police Department. The Downstate Medical Center has detailed policies regarding report of Domestic Crimes and Workplace Violence, and all are encouraged and assisted in reporting crime to both the University Police Department and the New York City Police Department.

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 270-2626. Upon receipt of the call, 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:

- Sr. Vice President Biomedical Education & Research, and Dean, College of Medicine - 270-3776
- Dean of Graduate Studies - 270-2740
- Vice President Academic Affairs & Executive Dean of Allied Health and Nursing - 270-4418
- Associate Vice President of Student Affairs & Dean of Students - 270-2187
- Assistant Vice President of Student Life - 270-3294
- Director of Residential Life and Services - 270-2798

Please note that these offices allow victims and witnesses to report crime on a voluntary and confidential basis. Reports of this nature are filed with the University Police Department 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 Associate Vice President for Student Affairs & Dean of Students Office on a voluntary, confidential basis for inclusion in the university's crime statistics only.

If you are the victim of an off campus incident, we strongly urge you to call 911 first, and then to notify the University Police / Public Safety Office at 270-2626.

DEPARTMENT POLICIES/PROCEDURES

The University Police / Public Safety Department maintains a pro-active approach toward reduction and suppression of crime on campus. Personnel are assigned to:

- Entrances to each building.

- Patrol each building.
- Booths that are located in areas of high pedestrian traffic.
- Radio-equipped motor patrol vehicles.

The University Police / Public Safety Department'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 the victim.

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 display Downstate identification cards when entering our facilities and to prominently display it at all times while on campus. Visitors are issued temporary visitor passes.

Increased Lines of Communication

There is a network of emergency telephones (red) conveniently located throughout Downstate. 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 a day to ensure a quick response to all emergencies.

Escort Service

Escort service is an unscheduled service designed to move students at OFF-PEAK hours to local destinations (i.e. Dormitories to Kings County Hospital, University Hospital to the Garage, etc.). It is recommended that students use the Church Avenue Subway station rather than the Winthrop Street Subway station when returning to the Center. It is further suggested that students, rather than walking from this location during "EVENING AND NIGHT HOURS" request transportation to Downstate from the University Police / Public Safety Department at 270-2626.

Shuttle Service

There is a shuttle service to and from the off campus parking facilities Monday through Friday from 5:00 A.M. until 1:00 A.M. During the hours of 3 P.M. to 10:30 P.M., Monday through Friday, a van departs at regular intervals from both the hospital(445 Lenox Road) and the Education Building (395 Lenox Road) en route to the following locations:

- Beneficial Fund Parking Lot - 404 Winthrop Street
- Subway-Nostrand Avenue and Winthrop Street Station
- Business Office -711 Parkside Avenue
- Parking Garage - 323-359 Clarkson Avenue
- Parking Lot - 225 Clarkson Avenue
- Church Avenue and Nostrand Avenue

After 1:00 A.M., service is available upon demand. Call University Police / Public Safety at ext. 2626 and explain your request.

Closed Circuit Television System

A CCTV system monitoring the interior and exterior of the Downstate campus is monitored 24 hours a day by the University Police / Public Safety Department.

Perimeter Lighting

Additional high-intensity lighting has been installed on exterior areas of the campus in addition to 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.

Interagency 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.

Downstate Medical Center has in place a current Standard Operating Procedure and Emergency Response Plan in the event of an immediate threat to the health and safety of our students and staff. Evacuation procedures and emergency notification procedures are in place that allow notification of an emergency by a center wide bell system and an overhead loud speaker system in the Residence Halls and Hospital. All speaker phones on Campus can be used to deliver a center wide voice message. The EARS (Early Alert Response System) automatically notifies participating individuals cell phones of the emergency and any other information needed for safety. Testing is conducted quarterly by the Information Technology Group.

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 and memorandums.
- Library of video tapes on personal safety that is available.
- Articles in campus-wide brochures.
- University Police / Public Safety Department Web Site.
- Personnel also conduct crime prevention surveys and give seminars in these areas.
- Daily Crime Log - lists crimes that occur on campus which is available for the public to view.

Please note that entries are generally made within two business days after the event occurs. This log can be viewed at our Main Office in the Hospital Lobby during normal business hours.

In the event of a major emergency, or if there is an event which poses a threat to students, employees or others, an "Awareness Message" will be prepared and distributed via campus E-mail service, voice mail messages and/or general handouts at each entrance to our facilities.

DOWNSTATE COMMUNITY MEMBER RESPONSIBILITY

We emphasize that isolation can occur almost anywhere on campus, depending on such circumstances as the time of day, day of the week, building, etc. A few common sense rules to avoid isolation are:

- Walk and travel in groups, if possible.
- Use University Police / Public Safety escort and shuttle service.
- Be aware that University Police / Public Safety monitors its telephone switchboard (x2626) 24 hours a 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 the hospital, Basic Science, Education and Student Center buildings and dormitories which, if activated, personnel are dispatched to investigate.

REMEMBER, your actions are the most important element of any security program.

SEXUAL HARASSMENT, RAPE AND OTHER SEXUAL OFFENSES

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. The center strongly condemns sexual harassment in any form. Also unacceptable is conduct, such as sexual assault or rape, that constitutes a criminal offense. Such behavior is prohibited by college and university policy and 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. The victim's academic and living situations will be changed upon request if reasonably available. You should also 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.

Our programs to prevent sexual assaults includes the availability of panic alarms and simplex type locks in on-call rooms, an escort service upon request, and increased lines of communication through our red phone system.

Disciplinary Action

Students found to have violated the above policy after investigation, are subject to discipline under procedures established for each college. **See appendix III in the Student Handbook.** Students may also be subject to criminal prosecution under the NY State Penal Law as well. The college 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 College. After a hearing, the Academic Dean of the College shall issue a final decision which cannot be appealed. 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 above policy 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 NY State Penal Law.

Procedure for Reporting Sexual Offenses: On campus

A college employee, student, or other member of the college community receiving information or allegation of sexual assault or rape should report it immediately to the University Police / Public Safety Department (x2626). Allegations of sexual harassment should be reported to the Affirmative Action Office (x1738), or if a student is involved, to the Office of Student Affairs (x2187). If requested, we will provide assistance to the individual in reporting the incident to the NYC Police Department.

Procedure for Reporting Sexual Offenses: Off campus

Allegations of sexual assault or rape occurring off campus should be reported at once to the local police via 911 and University Police / Public Safety at 270-2626. Every effort will be made to ensure the confidentiality of all reports.

IF YOU ARE SEXUALLY ASSAULTED

- Don't wash, change clothes, or douche before calling or going for help.
- Don't touch any evidence of struggle even if the assault took place in your room or home.
- Go to a safe place. Ask a friend to stay with you. Call University Police / Public Safety at 270-2626 if on campus. If off campus, call 911.

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 your credibility as a complainant, and to increase the chance of preserving evidence. Our staff will provide prompt and supportive assistance to the victim at all stages of the investigation.

CRISIS INTERVENTION RESOURCES:

INTERNAL:

Our Counselors, when acting as such, are not considered to be a campus security authority 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 - 270-1995
Student Counseling - 270-7657
Employee Health - 270-1995
Employee Assistance Program - 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 - 718-245-4374

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 four 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 our pre-recorded information line at 718-270-4545 or refer to Appendix II in the Student Handbook.**

FURTHER INFORMATION

The University Police / Public Safety Department vigorously enforces laws 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 our Webpage which can be located at <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.

HOUSING POLICY

The Downstate Medical Center 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 our 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. A coded key card is required 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.
8. Peepholes and chain locks on each room entry door.

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 Sr. Vice President for Biomedical Education & Research and Dean, College of Medicine, the Dean of Graduate Studies, the Vice President Academic Affairs & Executive Dean of Allied Health and Nursing, the Associate Vice President for Student Affairs & 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 information was provided by that agency. For further information on our internal data collection, please call Management Systems at 718-270-1464.

As previously noted, all incidents of criminal activities or other emergencies on campus should be directly and promptly reported to the University Police Office at 270-2626, and we urge all victims and witnesses to cooperate with our 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 Medical Center does not have any off campus facilities which are owned or controlled by a student organization. All Downstate facilities, whether or not contiguous, are considered on campus.

The following incidents are included in our annual reports under Section 485(f) of the Higher Education Act. Please note that some statistics may include anonymous reports made to the campus officials previously described in this report. They, however, represent incidents believed to be made in good faith, but for which no verification has been established.

CRIMINAL OFFENSES - ON-CAMPUS

CRIMINAL OFFENSE	2006	2007	2008
Murder/Non-negligent manslaughter	0	0	0
Forcible sex offenses (including forcible rape)	0	1	0
Nonforcible sex offenses	0	0	0
Robbery	1	1	1
Aggravated assault	2	1	0
Burglary	0	1	1
Motor vehicle theft	1	0	1
Arson	0	0	0
Negligent manslaughter	0	0	0

CRIMINAL OFFENSES - ON-CAMPUS - RESIDENCE HALLS
 (Note: A subset of, and included in the "On Campus" figures above)

CRIMINAL OFFENSE	2006	2007	2008
Murder/Non-negligent manslaughter	0	0	0
Forcible sex offenses (including forcible rape)	0	0	0
Nonforcible sex offenses	0	0	0
Robbery	0	0	0
Aggravated assault	1	0	0
Burglary	1	0	0
Motor vehicle theft	0	0	0
Arson	0	0	0
Negligent manslaughter	0	0	0

CRIMINAL OFFENSES - NON-CAMPUS

(Downstate does not have any off campus facilities which are owned or controlled by a student organization. All Downstate facilities, whether or not contiguous, are considered "On Campus".)

CRIMINAL OFFENSES - PUBLIC PROPERTY
 (Criminal offenses that took place on public property)

CRIMINAL OFFENSE	2006	2007	2008
Murder/Non-negligent manslaughter	0	0	0
Forcible sex offenses (including forcible rape)	0	0	0
Nonforcible sex offenses	0	0	0
Robbery	0	4	1
Aggravated assault	2	1	0
Burglary	0	1	0
Motor vehicle theft	0	0	1
Arson	0	0	0
Negligent manslaughter	0	0	0

CRIMINAL OFFENSES - NON-POLICE

(Crimes reported by non-police officials mandated to report crimes and they could not be placed as to location of the crime as on-campus, non-campus or public property)

CRIMINAL OFFENSE	2006	2007	2008
Murder/Non-negligent manslaughter	0	0	0
Forcible sex offenses (including forcible rape)	0	0	0
Nonforcible sex offenses	0	0	0
Robbery	0	0	0
Aggravated assault	0	0	0
Burglary	0	0	0
Motor vehicle theft	0	0	0
Arson	0	0	0
Negligent manslaughter	0	0	0

HATE OFFENSES - ON-CAMPUS

(Reported occurrences that manifest evidence of prejudice based on race, religion, sexual orientation, gender, disability or ethnicity).

CRIMINAL OFFENSE	2006	2007	2008
Murder/Non-negligent manslaughter	0	0	0
Aggravated assault	0	0	0
All forcible sex offenses, including forcible rape (if available)	0	0	0
Arson	0	0	0
Negligent manslaughter	0	0	0
Simple assault	0	0	0

HATE OFFENSES - ON-CAMPUS - RESIDENCE HALLS

(Note: A subset of, and included in the "On Campus" figures above)

CRIMINAL OFFENSE	2006	2007	2008
Murder/Non-negligent manslaughter	0	0	0
Aggravated assault	0	0	0
All forcible sex offenses, including forcible rape (if available)	0	0	0
Arson	0	0	0
Negligent manslaughter	0	0	0
Simple assault	0	0	0

HATE OFFENSES - NON-CAMPUS

(Downstate does not have any off campus facilities which are owned or controlled by a student organization. All Downstate facilities, whether or not contiguous, are considered "On Campus".)

HATE OFFENSES - PUBLIC PROPERTY

CRIMINAL OFFENSE	2006	2007	2008
Murder/Non-negligent manslaughter	0	0	0
Aggravated assault	0	0	0
All forcible sex offenses, including forcible rape (if available)	0	0	0
Arson	0	0	0
Negligent manslaughter	0	0	0
Simple assault	0	0	0

ARRESTS - ON-CAMPUS

CRIME	2006	2007	2008
Liquor law violations	0	0	0
Drug law violations	0	0	0
Illegal weapons possessions	0	1	0

ARRESTS - ON-CAMPUS - RESIDENCE HALLS

(Note: A subset of, and included in the "On Campus" figures above)

CRIME	2006	2007	2008
Liquor law violations	0	0	0
Drug law violations	0	0	0
Illegal weapons possessions	0	0	0

DISCIPLINARY ACTIONS/JUDICIAL REFERRALS - ON CAMPUS

CRIME	2006	2007	2008
Liquor law violations	0	0	0
Drug law violations	0	0	0
Illegal weapons possessions	0	0	0

ARRESTS - NON-CAMPUS

(Downstate does not have any off campus facilities which are owned or controlled by a student organization. All Downstate facilities, whether or not contiguous, are considered "On Campus".)

DISCIPLINARY ACTIONS/JUDICIAL REFERRALS - NON-CAMPUS

(Downstate does not have any off campus facilities which are owned or controlled by a student organization. All Downstate facilities, whether or not contiguous, are considered "On Campus".)

ARRESTS - PUBLIC PROPERTY

CRIME	2006	2007	2008
Liquor law violations	0	0	0
Drug law violations	0	0	0
Illegal weapons possessions	2	0	0

DISCIPLINARY ACTIONS/JUDICIAL REFERRALS - PUBLIC PROPERTY

CRIME	2006	2007	2008
Liquor law violations	0	0	0
Drug law violations	0	0	0
Illegal weapons possessions	0	0	0