TO: Dr. Zvi Szafran  
   President  
FROM: Patty Todd  
   Campus Safety Committee Chair  
DATE: October 1, 2014  

Attached is the 2013-2014 Annual Report of the Campus Safety Committee. This report enumerates the activities of the SUNY Canton Campus Safety Committee and cumulative, campus-wide efforts, effectively addressing a broad range of campus safety issues. Please note links to web-based documents have been included and replace appendices.

Please feel free to request any clarification or additional data that you might require.

cc: Committee Members  
   S. Miller  
   K. Spellacy  
   C. Bish  
   M. Perry  
   D. Hartle  
   J. Kelly  
   File
The SUNY Canton Campus Safety Committee was established in the 1970’s to address chemical hygiene issues. When Article 129-A of the NYS Education Law § 6431 was enacted, the Campus Safety Committee incorporated personal safety as well. The Committee is a presidential committee that functions outside faculty governance.

SAFETY COMMITTEE CHARGE

The charge of the Campus Safety Committee is to address a wide range of campus safety concerns which include:

- Responding to inquiries from concerned persons and referring complaints to the appropriate authorities
- Ensuring that education is provided to the campus community about personal safety and crime prevention
- Recognizing, evaluating and recommending a course of action to solve or control safety/health problems

In Fall 2013 SUNY added a new charge for all SUNY Safety Committees. The charge, which was part of SUNY and the Office for Civil Rights (OCR) of the U.S. Department of Education agreement, consisted of the following:

- Identify and recommend strategies to the campuses for the prevention of sexual harassment and sexual assault.
- Make recommendations for campus implementation by sharing them with the Title IX coordinator or designee.

As a part of its standing work, the Committee also reviews a number of annual reports to insure compliance with the regulatory requirements such as Jeanne Clery Disclosure Act, Fire Safety Report, Annual Campus Safety Report, Title IX and other requirements of the Education Law, Article 129-A.

2013-2014 COMMITTEE MEMBERSHIP

The Safety Committee’s composition meets the requirements as defined by Article 129-A of the NYS Education Law § 6431. The committee membership is reviewed annually and appointments are made accordingly. Safety Committee membership for 2013-2014:

1. Patricia Todd, Chair, Nurse Practitioner, Health Services
2. John Kennedy, Director of Residence Life
3. Brian Kurish, Lieutenant, University Police
4. Alexander Lesyk, Assistant Professor, Legal Studies
5. Diane Para, Professor, Sports Management
6. Jamie Sovie, Instructional Support Technician, Science
7. Valencia Brock, Student Representative
8. Brian Guyadeen, Student Representative
9. Kaylee Hartley, Student Representative
Ex-Officio Members

1. Torey Russell, Co-Chair, Environmental, Health and Safety Coordinator
2. James Hamilton, Chemical Hygiene Officer
3. Patrick Hanss, Director of Physical Plant
4. Michael McCormick, Director of Facilities Planning
5. Melinda Miller, Director of Counseling
6. Alan Mulkin, Deputy Chief of University Police
7. Nancy Rowledge, Associate Director of Human Resources

### SUNY CANTON SAFETY COMMITTEE
#### REPORT SUMMARY

- **Four Committee meetings** were conducted for 2013-2014 year.

- Reviewed mandatory compliance reporting for the Jeanne Clery Disclosure Act and Title IX policies and reporting procedures. The Committee received *Title IX in 9 Minutes* training at the October meeting.

- Reviewed and provided input on the Campus Emergency Evacuation Plan.

- Identified and recommended strategies to the campus for the prevention of sexual harassment and sexual assault and made recommendations for campus implementation by sharing them with the Title IX coordinator or designee.

- Twenty-one campus-wide email notices were sent out on health and safety issues including the Clery Act, general emergency information, and NY ALERT.

- **2013 Annual Campus Safety Walk-Around** was conducted on 10/29/13 at 3 p.m. and 7 p.m. Identified and addressed 16 new issues/areas of concern and followed up on 5 others carried over from 2012-2013.

- Handled 11 additional safety issues identified by faculty, staff, and students, submitted work orders, and followed up on status to completion.


- Collaborated with Renewal House in revising our Sexual Assault Awareness brochure and Quick Reference Guide for Sexual Assault Survivors which are available in both hard copy and on the web. Our Sexual Assault Awareness brochure was utilized by SUNY as an example document in SUNY’s Detailed Guidance on the Resolution of the SUNY Wide Title IX Review.

- Maintained Campus Safety Committee web page.
REVIEW OF MANDATORY SAFETY REPORTING/TRAINING

The Committee reviewed regulatory requirements for Jeanne Clery Disclosure Act. The report was available in printed format and posted electronically on the College’s website. On 10/04/14 all students, faculty, and staff were emailed notification with instructions for receiving/accessing this information. The College’s Fire Safety Report, Sexual Assault Awareness and Domestic Violence Report is included in the Clery Report.

The Committee received Title IX Training in 9 Minutes in October. This training has been offered to Athletes, Greeks, residence students, EOP students and students in the First Year Experience program. The Quick Reference Sexual Assault Guide and Sexual Assault Awareness - Staying One Step Ahead brochure were updated with Title IX information. The guide is posted throughout the campus, in restrooms and in hallways. The pamphlet is available in hard copy in numerous offices, as well as on our website. The Safety Committee reviewed the progress of Title IX initiatives, which involved many of the Committee’s members and responded back to SUNY with evaluation and recommendations as required under the SUNY/OCR Agreement.

The Committee reviewed status of the on-line mandatory training program that was rolled out late summer 2013. Environmental Health and Safety also provided numerous training courses for the Physical Plant staff. The College also initiated an Emergency Response Resource Group which will respond to emergency situations. A table top drill, which involved both on-campus and off-campus agencies, was conducted in September 2013 and included most members of the Safety Committee as well as campus administrators.

CAMPUS SAFETY WALK-AROUND AND CAMPUS SAFETY ISSUES

The Annual Campus Safety Walk-Around was conducted on 10/29/13 at 3 p.m. and 7 p.m. It identified and addressed 16 new issues/areas of concern and followed up on three others that were carried over from 2012-2013. The Committee monitored ongoing lighting issues on campus. Physical Plant is doing monthly light checks and compiling work orders. University Police also monitor and submit work orders.

CAMPUS COMMUNICATION

The Safety Committee members and other campus individuals sent out numerous campus-wide emails to faculty, staff, and students regarding many health and safety issues. Emails included:

- 08/29/13 New York Alert Pen Enrollment (repeated 1/29/14)
- 10/01/13 Domestic Violence Awareness Month – Shine the Light
- 10/03/13 Campus Construction Projects
- 10/04/13 Jeanne Clery Disclosure Act notification
- 10/04/13 Snow Guard Installation Grasse River Suites
- 10/05/13 Campus Power Outage Scheduled
- 10/23/13 Domestic Violence Program Presentations
- 10/23/13 New Environmental, Health and Safety web page available
- 10/24/13 Campus Safety Walk-Around
- 10/28/13 Assault on SLU student in the Village of Canton
- 10/29/13 New York Alert Test
- 11/01/13 High Wind Warning
- 11/05/13 Alcohol Policy/Campus Events
- 11/12/13 Alleged Hazing Incident
- 11/15/13 Compliance Training Updates
- 11/20/13 Update on Hazing Incident
- 11/22/13 Hazardous Communication Standard & MSDS Changes
The Safety Committee Chair received 11 emails from students, faculty, or staff regarding safety concerns. All individuals received an email response, and all issues were resolved either via work order or telephone calls to various departments.

EDUCATION

There was a robust effort to provide programs to a wide audience and a wide variety of venues. Many programs addressed the intersection between sexual violence and alcohol. There were 107 programs offered by the Counseling Center, Health Center and Wellness Coordinator/Health Educator addressing these issues. Community agencies such as Renewal House, Reachout and Planned Parenthood were utilized as well. In Fall 2013 the nationally renowned Can I Kiss You program was presented on 10/9/13. The program provided practical skills for addressing consent, bystander intervention, and supporting survivors of sexual assault. The Red Watch Band program, which is an alcohol intervention program, was initiated this year and presented to resident assistants and Greeks.

Title IX Coordinator/Deputy Coordinators offered *Title IX in Nine Minutes* to Greeks, Athletes, Residents Assistants, and to faculty/staff via departmental meetings. Sexual assault/harassment and Title IX information is included in academic areas, such as First Year Experience 101 and BASK 060 (Freshman Seminar), guest lecturers from the Counseling staff, and the Wellness Coordinator/Health Educator. Faculty and staff also completed mandatory on-line training for Preventing Sexual Misconduct (Title IX), Domestic Violence and the Workplace, Making our Campus Safer (Clery) and Preventing Workplace Violence.

During the 2013-2014 academic year, assessment was conducted regarding sexual assault programming satisfaction via two separate student surveys. The annual Comprehensive Student Opinion survey was done in April 2014, which looked at a wide variety of issues as well as areas that had a negative significant difference on the SUNY Student Opinion (2012). The second assessment tool was the Wellness Survey, which was conducted through the Wellness Coordinator/Health Educator. Both surveys showed improvement and greater satisfaction in sexual assault programming on campus. The Wellness Coordinator/Health Educator also conducted post program surveys for a majority of the programs, which supported the quality of sexual assault programming.

The Safety Committee updated the *Sexual Assault Resource Guide*, which includes campus resources as well as community resources. The Committee also reviewed the progress of Title IX Compliance, which was under the direction of Elizabeth Connolly.