

# Annual Security & Fire Safety Report

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ITHACA COLLEGE

Dear Campus Community,

Students, faculty, staff, guests and visitors have the right to expect our campus to be a safe, inclusive environment for them to live, learn, educate, visit and work.

The Office of Public Safety and Emergency Management (Public Safety) team at Ithaca College is committed to bringing safety and security awareness to the forefront of your day-to-day activities, because a safe and secure environment requires resolve and response by all community members at all times.

While we remain student centered, Public Safety is committed to promoting campus-wide safety in a participatory manner that advances community cooperation, input and support. Together, in fervent partnership with the community we serve, we continue to create awareness, identify resources, and assess safety and education on campus.

Please commit to the significant responsibility that you share for your personal safety and the safety of those around you by finding time to review the crime prevention and emergency preparedness information contained in this publication.

On behalf of the entire Public Safety team, we thank you for making a difference.

Respectfully,



Bill Kerry, Director and Chief

Public Safety and Emergency Management

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# Annual Security & Fire Safety Report

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Ithaca College prepares a combined Annual Security and Fire Safety Report (ASF SR) in compliance with the Jeanne Clery Disclosure of Campus Security Policy and Campus Crime Statistics Act (Clery Act). This publication is intended to provide the Ithaca College community with an overview of services provided by the Office of Public Safety and Emergency Management; to share crime and referral statistics required by the Clery Act, the Violence Against Women Act (VAWA) and Drug-Free Schools and Communities Act.

This report includes statistics for the previous three years concerning reported crimes, disciplinary referrals, and arrests that occurred on campus; in certain non-campus buildings or properties owned or controlled by Ithaca College; and on public property within, or immediately adjacent to and accessible from, the campus. Crime statistics are collected from the Office of Public Safety and Emergency Management, the Offices of Residential Life and Judicial Affairs, Human Resources local and state law enforcement, and other identified Campus Security Authorities with significant responsibility for student life and campus activities. This report also includes institutional policies on campus security, such as emergency response and timely notification, alcohol and drug use, fire safety and crime prevention programming, the reporting of crimes, sexual misconduct, harassment, domestic violence, dating violence, as well as stalking and other matters.

*Unless otherwise noted, all policies and procedures mentioned in this document apply to the Ithaca College Main Campus, IC Los Angeles, IC New York City and IC London Center.*



## **Jeanne Clery**

Jeanne Clery was a nineteen-year-old first year student at Lehigh University in Bethlehem, Pennsylvania. On April 5, 1986, Jeanne was raped and murdered in her residence hall by another student. After the devastating loss of their daughter, the Clery family dedicated their lives to advocating for transparency about safety on college campuses through the creation of the Jeanne Clery Disclosure of Campus Security Policy and Campus Crime Statistics Act (Clery Act) of 1998.

## **The Clery Act**

The purpose of the Clery Act is to provide the campus community with accurate, complete, and timely information about crime and the safety of the campus environment so that they can make informed decisions to keep themselves safe. This federal law is applicable to institutions of higher education that participate in federal student financial aid programs under Title IV of the Higher Education Act of 1965 and is enforced by the U.S. Department of Education. The act has undergone several legislative amendments since its inception, primarily resulting in expanded reporting requirements.

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## **Preparation of the Report**

Preparation and dissemination of the Annual Security and Fire Safety Report is coordinated by Ithaca College's Office of Public Safety and Emergency Management, with the assistance of the Clery Compliance Committee and various offices across campus.

## **Availability of the ASFSR**

Ithaca College is required to inform current and prospective students and employees about the College's policies and programs designed to aid in keeping the community safe; to share information regarding emergency preparedness and planning; and to share information in regard to fire safety, fire statistics, and fire-related information.

This report is made available electronically at [ithaca.edu/sacl/safety](http://ithaca.edu/sacl/safety), or in person at Public Safety, located in the Center for Public Safety and General Services building on Farm Pond Road. The crime statistics disclosed in this report are submitted to the U.S. Department of Education (ED) through a Web-based survey which can be viewed at [ope.ed.gov/campussafety/#/](http://ope.ed.gov/campussafety/#/)

## **Clery Compliance Committee**

The Committee will be responsible for assisting with gathering and verifying Clery Act related data and policies, with the ongoing goal of making Clery compliance truly an institutional-wide effort. The Clery Act, with all of its intricacies and mandates requires colleges and universities to build bridges, enhance communication across disciplines, with the shared goal of creating and maintaining a safe community for all members.



## ***About the Office of Public Safety and Emergency Management***



Ithaca College's Office of Public Safety and Emergency Management (Public Safety) operates 24 hours a day, seven days a week, from the Center for Public Safety and General Services and is staffed by law enforcement officers, state-certified security officers and communications specialists, Environmental Health and Safety, Parking Services and the Student Auxiliary Safety Patrol (SASP). Public Safety areas of responsibility include emergency preparedness and response, fire safety, crime prevention education and programming, special event staffing, providing safety escorts, repository for lost and found, administering vehicle assistance, and managing vehicular and traffic control on campus.

For a comprehensive view of campus safety and security information and services provided by Public Safety, visit our website at [ithaca.edu/safety](http://ithaca.edu/safety).

Ithaca College is proud of its dedicated officers and Public Safety staff and of the high standards set by Public Safety. An ongoing training program of in-service courses, seminars, weekly staff meetings, and conferences is maintained to ensure that Public Safety staff remain well trained.

## *Role, Authority and Training*

The law enforcement unit consists of sworn personnel deputized as peace officers by the Tompkins County Sheriff under the New York State Criminal Procedure Law and certified by the New York State Division of Criminal Justice Services.

Through a Memorandum of Understanding with the Tompkins County Sheriff's Office, Public Safety officers, with full arrest powers, are responsible for enforcing all state, federal and local laws, as well as the rules and regulations of the College. In addition, the department provides several other services, including, but not limited to, outreach and education, medical emergency assistance, crisis intervention, crime prevention, and emergency preparedness training.

Public Safety is staffed with uniformed non-sworn Security Officers licensed by New York State. Security officers maintain radio contact with Public Safety's Communications Center. Security Officers are tasked with the responsibility of patrolling the campus, residence halls, and academic buildings to assess for safety and check fire safety systems. Further, Security Officers are responsible for reporting violations of law and campus rules and regulations, suspicious circumstances and emergencies to the Communications Center.

In addition to the Patrol and Security Officers, security and safety resources includes the Student Auxiliary Safety Patrol (SASP). SASP members, in pairs, patrol the campus nightly starting at 9:00 pm, whenever classes are in session. These students operate the campus escort program, conduct blue-light emergency phone checks, and provide assistance during special events. SASP members are trained to be alert to the safety needs of the Ithaca College community as they patrol the residence halls, parking lots, and other areas of campus. SASP members maintain radio contact with Public Safety and can request officer assistance whenever needed.

## *Working Relationship with Law Enforcement Agencies*

Public Safety maintains a close working relationship with Tompkins County Sheriff's Office, Ithaca Police Department, New York State Police, federal law enforcement agencies and other criminal justice agencies. Regular meetings with these agencies are held on both a formal and informal basis, and crime-related reports and statistics are routinely shared. Public Safety Communication Center has contact with the Tompkins County 911 Center to allow for immediate access to mutual assistance with the agencies list above.

Tompkins County Sheriff's Office will be notified within 24 hours after receipt of a report of any violent felonies as defined by New York State Law, all deaths (accidental, suicides, homicides) or if a student in residential housing is missing and may elect to investigate or assist in the investigation.

# Reporting Crimes and Other Emergencies

Campus community members are expected to promptly and accurately report all crimes and public safety-related incidents to Public Safety or when the incident occurs off campus, the appropriate local policy agency. Any unusual or suspicious activity or person(s) should be reported to Public Safety.

Immediately report all on-campus crime and unusual or suspicious activity to Public Safety by calling 9-1-1 from any Ithaca College campus phone or 607-274-3333. You can also activate any blue-light telephone or indoor emergency telephone, which puts callers in direct two-way contact with Public Safety dispatch 24 hours a day, seven days a week, year round.

## *Blue Light and Indoor Emergency Telephones*

Both exterior (blue-light) and interior emergency telephones link a caller directly with Public Safety. There are over 100 blue light telephones placed strategically around campus. These telephones are mounted on poles that have a bright blue light at the top so that they can be seen from a distance. Blue-light telephones provide, with the touch of a button, direct and immediate voice contact with Public Safety. The dispatcher immediately knows the location of the caller and will dispatch a Patrol Officer to the location of the call. Even if the caller is unable to speak, an officer will still respond to the location of the call.

### *Main Campus:*

607-274-3333

3333 or 911 from any campus landline phone

Walk-in to the main office on Farm Pond Road

Satellite office in the heart of the Campus Center

### *ICLA:*

Los Angeles Police Department | 213-628-3311 or 911

### *ICNYC:*

New York City Police Department | 911

### *IC London Center:*

US Embassy in London | +44 20 7499 9000

Emergencies | 999





# Campus Security Authorities

The Clery Act recognizes certain College officials and offices as "Campus Security Authorities" (CSAs) with the responsibility of promptly and accurately reporting crimes to Public Safety.

## What, Where, How and Why:

The Handbook for Campus Safety and Security Reporting (2016) defines a CSA as an individual or official with significant responsibility for students life and campus activities.

### Four categories of CSAs:

1. campus police/security and affiliated offices,
2. any individual(s) with responsibility for security that are not campus police/security,
3. those designated by the institution as someone to whom crimes should be reported, and
4. officials with significant responsibility for student life and campus activities.

**What:** Report all known relevant details about all Clery Act crimes (p 11 - 15) including:

*nature of the crime, date, time, location, and current disposition.*

**Where:** Office of Public Safety & Emergency Management or local law enforcement

**How:** Contact Public Safety at 4-3333, or dial 911 or 333 from any campus landline, walk in to Public Safety (24/7) or the Satellite Office (10a - 2p, M-F)

**Why:** To provide timely notifications to the campus community about incidents of crime reported to Public Safety or, CSAs, and local law enforcement.

To provide transparency between consumers and institutions of higher education about crime statistics and security policies.

## ***Reporting to Campus Security Authorities***

While Ithaca College encourages campus community members to promptly report all crimes and other emergencies directly to Public Safety, we also recognize that some may prefer to report to other individuals or College offices. CSAs must report all known relevant details about all Clery Act crimes to Public Safety, including the *nature of the crime, date, time, location, and current disposition*. The identity of the victim or perpetrator does not have to be disclosed when making a report to Public Safety. However, if the incident causes a serious or on-going threat or requires the campus community to take immediate action, Public Safety personnel may request further details to ensure the safety and health of the campus community.

The College has identified and trained CSAs and officially designate the following offices as places where campus community members should report crimes:

- Public Safety & Emergency Management | **607-274-3333**
- Residential Life | **607-274-3141**
- Judicial Affairs | **607-274-3375**
- Student Affairs & Campus Life | **607-274-3374**
- Athletics Department | **607-274-3209**
- Student Engagement | **607-274-3222**
- Center for IDEAS | **607-274-7777**
- New Student & Transition Programs | **607-274-1908**
- School of Business, Dean and Associate Dean | **607-274-3940**
- School of HSHP, Dean and Associate Dean | **607-274-3102**
- School of Communications, Dean and Associate Dean | **607-274-1021**
- School of Humanities and Sciences, Dean and Associate Dean | **607-274-3102**
- Academic Advising Center, Academic Advisers and Managers | **607-274-1001**
- Student Accessibility Services | **607-274-1005**
- LGBTQ Education & Outreach Services | **607-274-7394**
- Health Promotion Center | **607-274-7933**
- Title IX, Coordinator & Deputy Coordinators | **607-274-7761** | **607-274-5136**
- Title IX Deputy Coordinator (Intercollegiate Athletics) | **607-274-5708**
- Employee Relations & Development | **607-247-8000**
- CSTEP & HEOP | **607-274-7755**
- International Programs | **607-274-3306**
- Ithaca College NYC Program | **607-793-0495**
- Ithaca College Los Angeles Program | **323-851-6199**
- London Center Program | **07989-379-348**

## ***Identifying and Training Campus Security Authorities***

The Clery Act Coordinator collaborates with departments and offices to assist with the identification of CSAs. Further, the Coordinator provides training on an annual basis for new and returning CSAs. Training is provided on-line and in-person.

*For more information on training opportunities, please contact [enepa@ithaca.edu](mailto:enepa@ithaca.edu)*

## ***Confidential Reporting***

The victim or witness of a crime can make a voluntary, confidential report to Public Safety and choose to not have it further investigated. The intent of confidential reporting is to comply with the wishes of the reporting party. Public Safety will attempt to abide by that request, keeping in mind that the safety of the community is also high priority.

With such information, the College can keep an accurate record of the number of incidents involving students, determine where there is a pattern of crime with regard to a particular location, method, or assailant, and alert the campus community to potential danger.

Community members are encouraged to call the Public Safety tip line at **607-274-1060**. Applicable reports made in this manner will be included in the annual disclosure of crime statistics.

## ***Exemptions from Reporting***

Professional and Pastoral Counselors and medical professional providing direct treatment are not required to report any information regarding an incident of a Clery Act crime. While crimes reported to a professional or pastoral counselor are not required to be reported, Ithaca College strongly encourages these individuals to report non-identifiable incidents of crime to Public Safety for the purpose of assessing for and issuing timely warning notifications (Public Safety Alerts) and/or emergency notifications, and for inclusion in the annual crime statistics.

Professional and Pastoral Counselors and medical professionals providing direct treatment are encouraged, if and when they deem it appropriate, to inform persons they are counseling of confidential reporting options for inclusion in the annual disclosure of crime statistics.

Exempt status is non-applicable when a student, staff or faculty member presents serious harm and imminent danger to self or others as indicated by New York Mental Hygiene Law §9.45 and §9.46; and/or aforementioned individuals are not acting in their roles at the time of a disclosure.

Counseling and Psychological Services: 607-274-3136

Office of Spiritual & Religious Life: 607-274-3103

Hammond Health Center: 607-274-3177

## ***Crimes Involving Students at Off-Campus Locations***

Ithaca College does not operate off-campus housing or recognize off-campus student organizations. However, undergraduate and graduate students may live in the neighborhoods surrounding Ithaca College. As such, Ithaca College relies on its close working relationships with local law enforcement agencies to receive information about incidents involving Ithaca College students that occur off-campus.

To Report an Off-Campus Crime or Incident:

Ithaca Police Department: 607-272-9973

Tompkins County Sheriff's Department: 607-257-1345

New York State Police: 607-347-4440

## ***Notification of Final Results***

The institution will, upon written request, disclose to the alleged victim of a crime of violence or a non-forcible sex offense, the report on the results of any disciplinary proceeding conducted by the institution against a student who is the alleged perpetrator of such crime or offense. If the alleged victim is deceased as a result of such crime or offense, the next of kin of such victim shall be treated as the alleged victim for the purpose of this paragraph.

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## **Missing Persons Notification Policy and Procedure**

The Higher Education Opportunity Act of 2008 (effective August 14, 2008) requires any institution participating in a Title IV federal student financial aid program that maintain on-campus housing facilities to establish a missing student notification policy and related procedures. In 2010, U.S. Department of Education (ED) regulations on notification requirements took effect with the reauthorization and expansion of the Higher Education Opportunity Act (HEOA).

Public Safety must initiate the emergency contact procedures when notified and when through prompt investigation, determines that a student who is subject of a missing person report has been missing more than 24 hours. This requirement does not preclude implementing these procedures in less than 24 hours if facts and/or circumstances warrant faster implementation.

Students that reside in on-campus housing may, but are not required, to identify an individual that can be contacted by Ithaca College not later than 24 hours after the time the student is officially reported as missing. The College has created a webpage for students to register confidential contact information which is immediately accessible to Public Safety.

To provide emergency contact information, please visit:  
<https://www.ithaca.edu/registrar/students/demoinfo/>

## **Missing Persons Notification Policy and Procedure continued**

The following policy and related procedures are Ithaca College's official Missing Persons Notification Policy. When it is determined that a person is missing from the College, the College, in collaboration with campus and local law enforcement, will be guided by this Missing Persons Notification Policy and standing operating procedures.

Public Safety must be notified immediately if a student is reported missing. They may be contacted at 607-274-333 from a cell or off-campus phone, or 3333 or 911 from a campus phone. Residential Life staff may also be contacted in the student's residence hall or at the Residential Life central office by calling 607-274-3141. Residential Life staff will immediately forward all reports to Public Safety.

If Public Safety determines that a student living in on-campus housing is missing, an investigation will begin and within the next 24 hours they will:

- a. Notify all individuals identified by the student to be contacted in this circumstance;
- b. If the student is under 18 years of age and not emancipated, notify a custodial parent or guardian (and any additional contact person(s) designated by the student); and
- c. Regardless of whether the student has identified a contact person, is above the age of 18, or is an emancipated minor, inform the local law enforcement agency that has jurisdiction in the area.

**ICLA:** If a program participant is determined to be missing, ICLA staff will immediately notify the Los Angeles Police Department and follow the above procedure. The Program Director will contact IC's Office of Risk Management, Public Safety and the Associate Dean of Park School of Communications.

### ***Suzanne's Law***

Signed into law by President George W. Bush as part of the national "Amber Alert" bill, this federal law requires law enforcement to notify the National Crime Information Center (NCIC) any time a person under age 21 is reported missing. Previously police were only required to report missing persons under the age of 18. The law is named after Suzanne Lyall, a 19-year-old State University of New York at Albany student who went missing in March 1998. The law is intended to impel police to initiate prompt investigations of young persons who have gone missing.

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# CLERY GEOGRAPHY

**On-Campus Property:** (1) Any building or property owned or controlled by Ithaca College within the core campus and used by the institution in direct support of, or in a manner related to, the institution's educational purposes, including residence halls; and (2) any building or property that is within or reasonably contiguous to the area identified in part 1, that is owned by the institution but controlled by another person, is frequently used by students, and supports institutional purposes.

**On-Campus Student Housing Facility:** Any student housing facility that is owned or controlled by the institution, or is located on property that is owned or controlled by the institution, and is within the reasonably contiguous geographic area that makes up the campus is considered an on-campus student housing facility.

- Buildings that are owned by a third party that have a written agreement with the institution to provide student housing (e.g. ICLA Toluca Hills)

**Noncampus Property:** (1) Any building or property owned or controlled by a student organization that is officially recognized by the institution; or (2) any building or property owned or controlled by an institution that is used in direct support of, or in relation to, the institution's educational purposes, is frequently used by students, and is not within the same reasonably contiguous geographic area as main campus.

Non-campus locations include, but are not limited to:

- College sponsored short-stay away trips with students (more than two nights)
- Space rented or leased by IC for students in a hotel, motel, hostel, etc.
- Spaces rented or leased for educational purposes that are not within one-mile of IC's main campus.

**Public Property:** All public property, including thoroughfares, streets, sidewalks, and parking facilities, that is within the core campus, or immediately adjacent to and accessible from the core campus.

## **Preparation and Disclosure of Crime Statistics**

Public Safety prepares the annual statistics in accordance with the Clery Act. The Clery Act requires the College to report crimes and incidents based on where they occurred. This is referred to as Clery geography. Crimes and incidents that do not occur within the College's Clery geography are not included in the annual statistics reflected in the charts below or submitted to the Department of Education. The Clery Act provides crime definitions, as outlined below, which are based on the Federal Bureau of Investigation's Uniform Crime Reporting Guidelines, and when applicable, New York State Law. Crime statistics are requested from local law enforcement agencies and are reflected in the charts below. Further, please note that statistics reported in the residential facility\* column are a subset of those reported on-campus.

# CRIME AND REFERRAL DEFINITIONS

To understand the statistics presented in the ASFSR, it is important to know that, for some definitions, the Clery Act requires the College to use definitions that may be different than New York State Law and the Student Code of Conduct. Following are Clery Act definitions of crimes and referrals and, when appropriate, New York State Law definitions and/or Student Code of Conduct definitions. Further, crimes are recorded in the annual statistics based on the initial report.

**Aggravated Assault:** An unlawful attack by one person upon another for the purpose of inflicting severe or aggravated bodily injury. This type of assault usually is accompanied by the use of a weapon or by means likely to produce death or great bodily harm.

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

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

*NYS Penal Law definition:* Any number of NYS Penal Law citations may be involved when reporting dating violence and/or domestic violence. These include, but are not limited to: rape, murder, sexual abuse, harassment, stalking, criminal mischief, disorderly conduct and larceny.

**Dating Violence:** Violence committed by a person who is or has been in a social relationship of a romantic or intimate nature with the victim. The existence of such a relationship shall be determined based on the reporting party's statement and with consideration of the length of the relationship, the type of relationship and the frequency of interaction between the persons involved in the relationship.

*Code of Student Conduct definition:* The term "dating violence" means any act of violence committed by a person who is or has been in a social relationship of a romantic or intimate nature with the victim

**Domestic Violence:** A felony or misdemeanor crime of violence committed by:

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

# CRIME AND REFERRAL DEFINITIONS

## ***Domestic Violence continued..***

*Code of Conduct definition:* Physical violence, threats of violence or acts of physical intimidation or coercion between spouses or former spouses, cohabitating romantic partners or individuals who were formerly cohabitating romantic partners, individuals who share a child in common, or others in a family relationship.

***Motor Vehicle Theft:*** The theft or attempted theft of a motor vehicle.

## ***Murder and Non-Negligent***

***Manslaughter:*** The willful (non-negligent) killing of one human being by another. This includes any death caused by injuries received in a fight, argument, quarrel, assault or the commission of a crime.

***Manslaughter by Negligence:*** The killing of another person through gross negligence.

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

***Rape:*** The penetration, no matter how slight, of the vagina or anus with any body part or object, or oral penetration by a sex organ of another person, without the consent of the victim. This offense includes the rape of both males and females.

## ***Rape continued..***

***New York State Laws related to sex offenses:*** Appendix A

***Fondling:*** The touching of the private body parts of another person for the purpose of sexual gratification, without the consent of the victim, including instances where the victim is incapable of giving consent because of their age or because of their temporary or permanent mental incapacity.

***Incest:*** Sexual intercourse between persons who are related to each other within the degrees wherein marriage is prohibited by law.

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

*New York State definition: Stalking is defined as engaging in a course of conduct directed at a specific person, where the actor knows or reasonably should know that such conduct is likely to cause fear for the person's safety or the safety of others, cause material harm to the person's mental or emotional health.*

***Statutory Rape:*** Sexual intercourse with a person who is under the statutory age of consent (17 years old in N.Y.).  
*Code of Conduct definition: same as above*



# CRIME AND REFERRAL DEFINITIONS

**Hate Crimes:** A crime reported that manifests evidence that the victim was intentionally selected because of the perpetrator's bias against the victim.

Although there are many possible categories of bias, under the Clery Act, only the following eight categories of the victim's actual or perceived *race, religion, gender, gender identity, sexual orientation, ethnicity, national origin, and disability*, are reported.

For Clery Act purposes, Hate Crimes include all of the above listed crimes and any of the following that are motivated by bias:

**Larceny-Theft:** The unlawful taking, carrying, leading, or riding away of property from the possession or constructive possession of another. Attempted larcenies are included. Embezzlement, confidence games, forgery, worthless checks, etc. are excluded.

**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 aggravated 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.

**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.

**Unfounded Crimes:** If a reported crime is investigated by law enforcement authorities and found to be false or baseless, the crime is "unfounded". Only sworn or commissioned law enforcement personnel may unfound a crime.



# CRIME AND REFERRAL DEFINITIONS

***Drug Abuse Violation:*** 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. The unlawful cultivation, manufacture, distribution, sale, purchase, use, possession, transportation or importation of any controlled drug or narcotic substance. Arrests for violations of state and local laws, specifically those relating to the unlawful possession, sale, use, growing, manufacturing and making of narcotic drugs.

***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.

***Weapons Law Violations:*** The violation of laws or ordinances prohibiting the manufacture, sale, purchase, transportation, possession, concealment, or use of firearms, cutting instruments, explosives, incendiary devices or other deadly weapons. This classification encompasses weapons offenses that are regulatory in nature.

***NYS Penal Law definition:*** There are numerous prohibitions in NYS penal law regarding possessing weapons.

## ***Other Code of Conduct definitions:***

***Sexual Harassment:*** A form of sexual misconduct discussed in the Title IX/Sexual Misconduct section below.

***Sexual Assault:*** Sexual penetration, no matter how slight, without consent and is further sub-defined by Rape and Statutory Rape.

***Sexual Exploitation:*** When one takes non-consensual sexual advantage of another. Examples of sexual exploitation include but are not limited to: observing or recording others engaged in sexual or private activity without the consent of all involved; or taking intimate pictures of someone and then distributing the pictures to others without consent; acts of incest; engaging in sexual activity while knowingly infected with a sexually transmitted disease without informing the other person of the infection; or exposing one's genitals in non-consensual circumstances.

***Non-Consensual Sexual Contact:*** Any intentional touching, however slight, for purposes of sexual gratification or with sexual intent, with an object or bodily part, by a person upon a person without consent.

# Ithaca College Main Campus, 2016 - 2018

Offense	Year	On Campus	Residential Facility*	NonCampus Property	Public Property
<b>CRIMINAL OFFENSES</b>					
<i>Murder/Non-Neg Manslaughter</i>	2018	0	0	0	0
	2017	0	0	0	0
	2016	0	0	0	0
<i>Negligent Manslaughter</i>	2018	0	0	0	0
	2017	0	0	0	0
	2016	0	0	0	0
<i>Rape</i>	2018	13	13	0	0
	2017	11	10	0	0
	2016	8	8	0	0
<i>Fondling</i>	2018	4	3	0	0
	2017	2	1	0	0
	2016	3	1	0	0
<i>Incest</i>	2018	0	0	0	0
	2017	0	0	0	0
	2016	0	0	0	0
<i>Statutory Rape</i>	2018	0	0	0	0
	2017	0	0	0	0
	2016	1	1	0	0
<i>Robbery</i>	2018	0	0	0	0
	2017	0	0	0	0
	2016	0	0	0	0
<i>Aggravated Assault</i>	2018	0	0	0	0
	2017	0	0	0	0
	2016	0	0	0	0
<i>Burglary</i>	2018	12	8	0	0
	2017	7	6	0	0
	2016	12	12	0	0
<i>Motor Vehicle Theft</i>	2018	2	0	0	0
	2017	0	0	0	0
	2016	3	0	0	0
<i>Arson</i>	2018	2	2	0	0
	2017	4	4	0	0
	2016	1	1	0	0

# Ithaca College Main Campus, 2016 - 2018

Offense		On Campus	Residential Facility*	NonCampus Property	Public Property
<b>VAWA</b>					
<i>Domestic Violence</i>	2018	6	5	0	0
	2017	4	2	0	0
	2016	0	0	0	0
<i>Dating Violence</i>	2018	1	1	0	0
	2017	0	0	0	0
	2016	1	1	0	0
<i>Stalking</i>	2018	7	4	0	0
	2017	9	5	0	0
	2016	8	6	1	0
<b>ARRESTS</b>					
<i>Weapons Violations</i>	2018	0	0	0	0
	2017	0	0	0	0
	2016	0	0	0	0
<i>Drug Law Violations</i>	2018	10	5	0	0
	2017	8	4	0	0
	2016	16	10	0	0
<i>Liquor Law Violations</i>	2018	0	0	0	0
	2017	0	0	0	0
	2016	1	0	0	0
<b>DISCIPLINARY REFERRALS</b>					
<i>Weapons Law Violations</i>	2018	3	3	0	0
	2017	3	2	0	0
	2016	4	2	0	0
<i>Drug Law Violations</i>	2018	286	233	1	0
	2017	321	279	0	0
	2016	268	218	0	0
<i>Liquor Law Violations</i>	2018	312	296	1	0
	2017	432	408	0	0
	2016	343	326	1	0

#### Hate Crimes

In 2018, there were 0 hate crimes

In 2017, there was 1 on-campus Intimidation incident characterized by gender identity

In 2016, there were 0 hate crimes

#### Unfounded Crimes

In 2018, there was 1 unfounded burglary on-campus in residential housing.

In 2017, there were 0 unfounded crimes.

In 2016, there was 1 unfounded burglary on-campus in residential housing.

# IC Los Angeles Campus, 2016 - 2018

Offense	Year	On Campus	Residential Facility*	NonCampus Property	Public Property
<b>CRIMINAL OFFENSES</b>					
<i>Murder/Non-Neg Manslaughter</i>	2018	0	0	0	0
	2017	0	0	0	0
	2016	0	0	0	0
<i>Negligent Manslaughter</i>	2018	0	0	0	0
	2017	0	0	0	0
	2016	0	0	0	0
<i>Rape</i>	2018	0	0	0	0
	2017	0	0	0	0
	2016	0	0	0	0
<i>Fondling</i>	2018	0	0	0	0
	2017	0	0	0	0
	2016	0	0	0	0
<i>Incest</i>	2018	0	0	0	0
	2017	0	0	0	0
	2016	0	0	0	0
<i>Statutory Rape</i>	2018	0	0	0	0
	2017	0	0	0	0
	2016	0	0	0	0
<i>Robbery</i>	2018	0	0	0	0
	2017	0	0	0	0
	2016	0	0	0	0
<i>Aggravated Assault</i>	2018	0	0	0	0
	2017	0	0	0	0
	2016	0	0	0	0
<i>Burglary</i>	2018	0	0	0	0
	2017	0	0	0	0
	2016	0	0	0	0
<i>Motor Vehicle Theft</i>	2018	0	0	0	0
	2017	0	0	0	0
	2016	0	0	0	0
<i>Arson</i>	2018	0	0	0	0
	2017	0	0	0	0
	2016	0	0	0	0

# IC Los Angeles Campus, 2016 - 2018

Offense	Year	On Campus	Residential Facility*	NonCampus Property	Public Property
<b>VAWA</b>					
<i>Domestic Violence</i>	2018	1	1	0	0
	2017	0	0	0	0
	2016	0	0	0	0
<i>Dating Violence</i>	2018	0	0	0	0
	2017	0	0	0	0
	2016	0	0	0	0
<i>Stalking</i>	2018	0	0	0	0
	2017	0	0	0	0
	2016	0	0	0	0
<b>ARRESTS</b>					
<i>Weapons Violations</i>	2018	0	0	0	0
	2017	0	0	0	0
	2016	0	0	0	0
<i>Drug Abuse Violations</i>	2018	0	0	0	0
	2017	0	0	0	0
	2016	0	0	0	0
<i>Liquor Law Violations</i>	2018	0	0	0	0
	2017	0	0	0	0
	2016	0	0	0	0
<b>DISCIPLINARY REFERRALS</b>					
<i>Weapons Law Violations</i>	2018	0	0	0	0
	2017	0	0	0	0
	2016	0	0	0	0
<i>Drug Abuse Violations</i>	2018	0	0	0	0
	2017	0	0	0	0
	2016	0	0	0	0
<i>Liquor Law Violations</i>	2018	0	0	0	0
	2017	0	0	0	0
	2016	0	0	0	0

**Hate Crimes**

In 2016, 2017 and 2018 there were 0 hate crimes

**Unfounded Crimes**

In 2016, 2017 and 2018 there were 0 unfounded crimes.

# IC New York City Campus, 2016 - 2018

Offense	Year	On Campus	Residential Facility*	NonCampus Property	Public Property
<b>CRIMINAL OFFENSES</b>					
<i>Murder/Non-Neg Manslaughter</i>	2018	0	0	0	0
	2017	0	0	0	0
	2016	0	0	0	0
<i>Negligent Manslaughter</i>	2018	0	0	0	0
	2017	0	0	0	0
	2016	0	0	0	0
<i>Rape</i>	2018	0	0	0	0
	2017	0	0	0	0
	2016	0	0	0	0
<i>Fondling</i>	2018	0	0	0	0
	2017	0	0	0	0
	2016	0	0	0	0
<i>Incest</i>	2018	0	0	0	0
	2017	0	0	0	0
	2016	0	0	0	0
<i>Statutory Rape</i>	2018	0	0	0	0
	2017	0	0	0	0
	2016	0	0	0	0
<i>Robbery</i>	2018	0	0	0	0
	2017	0	0	0	0
	2016	0	0	0	0
<i>Aggravated Assault</i>	2018	0	0	0	0
	2017	0	0	0	0
	2016	0	0	0	0
<i>Burglary</i>	2018	0	0	0	0
	2017	0	0	0	0
	2016	0	0	0	0
<i>Motor Vehicle Theft</i>	2018	0	0	0	0
	2017	0	0	0	0
	2016	0	0	0	0
<i>Arson</i>	2018	0	0	0	0
	2017	0	0	0	0
	2016	0	0	0	0

# IC New York City Campus, 2016 - 2018

Offense		On Campus	Residential Facility*	NonCampus Property	Public Property
<b>VAWA</b>					
<i>Domestic Violence</i>	2018	0	0	0	0
	2017	1	0	0	0
	2016	0	0	0	0
<i>Dating Violence</i>	2018	0	0	0	0
	2017	0	0	0	0
	2016	0	0	0	0
<i>Stalking</i>	2018	0	0	0	0
	2017	0	0	0	0
	2016	0	0	0	0
<b>ARRESTS</b>					
<i>Weapons Violations</i>	2018	0	0	0	0
	2017	0	0	0	0
	2016	0	0	0	0
<i>Drug Law Violations</i>	2018	0	0	0	0
	2017	0	0	0	0
	2016	0	0	0	0
<i>Liquor Law Violations</i>	2018	0	0	0	0
	2017	0	0	0	0
	2016	0	0	0	0
<b>DISCIPLINARY REFERRALS</b>					
<i>Weapons Law Violations</i>	2018	0	0	0	0
	2017	0	0	0	0
	2016	0	0	0	0
<i>Drug Law Violations</i>	2018	0	0	0	0
	2017	0	0	0	0
	2016	0	0	0	0
<i>Liquor Law Violations</i>	2018	0	0	0	0
	2017	0	0	0	0
	2016	0	0	0	0

#### Hate Crimes

In 2016, 2017 and 2018 there were 0 hate crimes

#### Unfounded Crimes

In 2016, 2017 and 2018 there were 0 unfounded crimes.



# IC London Campus, 2016 - 2018

Offense	Year	On Campus	Residential Facility*	NonCampus Property	Public Property
<b>CRIMINAL OFFENSES</b>					
<i>Murder/Non-Neg Manslaughter</i>	2018	0	0	0	0
	2017	0	0	0	0
	2016	0	0	0	0
<i>Negligent Manslaughter</i>	2018	0	0	0	0
	2017	0	0	0	0
	2016	0	0	0	0
<i>Rape</i>	2018	0	0	0	0
	2017	0	0	0	0
	2016	0	0	0	0
<i>Fondling</i>	2018	0	0	0	0
	2017	0	0	0	0
	2016	0	0	0	0
<i>Incest</i>	2018	0	0	0	0
	2017	0	0	0	0
	2016	0	0	0	0
<i>Statutory Rape</i>	2018	0	0	0	0
	2017	0	0	0	0
	2016	0	0	0	0
<i>Robbery</i>	2018	0	0	0	0
	2017	0	0	0	0
	2016	0	0	0	0
<i>Aggravated Assault</i>	2018	0	0	0	0
	2017	0	0	0	0
	2016	0	0	0	0
<i>Burglary</i>	2018	0	0	0	0
	2017	0	0	0	0
	2016	0	0	0	0
<i>Motor Vehicle Theft</i>	2018	0	0	0	0
	2017	0	0	0	0
	2016	0	0	0	0
<i>Arson</i>	2018	0	0	0	0
	2017	0	0	0	0
	2016	0	0	0	0

# IC London Campus, 2016 - 2018

Offense	Year	On Campus	Residential Facility*	NonCampus Property	Public Property
<b>VAWA</b>					
<i>Domestic Violence</i>	2018	0	0	0	0
	2017	0	0	0	0
	2016	0	0	0	0
<i>Dating Violence</i>	2018	0	0	0	0
	2017	0	0	0	0
	2016	0	0	0	0
<i>Stalking</i>	2018	0	0	0	0
	2017	0	0	0	0
	2016	0	0	0	0
<b>ARRESTS</b>					
<i>Weapons Law Violations</i>	2018	0	0	0	0
	2017	0	0	0	0
	2016	0	0	0	0
<i>Drug Law Violations</i>	2018	0	0	0	0
	2017	0	0	0	0
	2016	0	0	0	0
<i>Liquor Law Violations</i>	2018	0	0	0	0
	2017	0	0	0	0
	2016	0	0	0	0
<b>DISCIPLINARY REFERRALS</b>					
<i>Weapons Law Violations</i>	2018	0	0	0	0
	2017	0	0	0	0
	2016	0	0	0	0
<i>Drug Law Violations</i>	2018	0	0	0	0
	2017	0	0	0	0
	2016	0	0	0	0
<i>Liquor Law Violations</i>	2018	0	0	0	0
	2017	0	0	0	0
	2016	0	0	0	0

#### Hate Crimes

In 2016, 2017 and 2018 there were 0 hate crimes

#### Unfounded Crimes

In 2016, 2017 and 2018 there were 0 unfounded crimes.

# Methods of Mass Communication

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Ithaca College provides information on reported crimes or emergencies to the campus community utilizing multiple platforms for a multitude of reasons. The subsequent section of the ASFSR will discuss methods of communication such as the daily crime and fire log, Public Safety Alerts and Emergency Notifications as well as emergency preparedness and response, and procedures for evacuation and shelter-in-place.

## DAILY LOG

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Public Safety maintains a daily crime and fire log listing all crimes and fires reported to Public Safety that occur on campus, in or on non-campus buildings or property, or on public property immediately adjacent to and accessible from the campus or within the patrol jurisdiction of Public Safety.

## PUBLIC SAFETY ALERT

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Public Safety will, upon confirmation of a serious or on-going threat to the campus community, inform the community in a manner that is timely to enable the campus community members to protect themselves and to aid in the prevention of similar crimes. Ithaca College fulfills the Clery Act requirement of issuing timely warning notifications via Public Safety Alerts.

## EMERGENCY NOTIFICATION

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Ithaca College will, without delay, and taking into account the safety of the community, determine the content of the notification system, unless issuing a notification will, in the professional judgement of responsible authorities, compromise efforts to assist a victim or to contain, respond to, or otherwise mitigate the emergency.

# Public Safety Alert

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Public Safety will issue a timely warning (Public Safety Alert) to the campus community, that withholds identifying information of victims, when a Clery Act crime occurs within the College's identified Clery geography; is reported to Public Safety directly, to a Campus Security Authority or local police agency; and is considered by Public Safety to represent a serious or on-going threat to students, employees, or other members of the campus community. The Director and Chief of Public Safety, or their designee, is responsible for determining whether or not a Public Safety Alert will be issued.

A Public Safety Alert must be reasonably likely to reach the entire campus community and must be issued in a manner that gets the word out quickly and effectively. Public Safety is responsible for facilitating the distribution of the Public Safety Alert through a combination of dissemination methods, which may include Ithaca College issued email, any Ithaca College web portal, Public Safety Alert posted notices in residence halls, academic buildings and common areas on campus, and may result in the initiation of the Emergency Notification System.



A Public Safety Alert will typically include the following, unless issuing any of this information would risk compromising law enforcement efforts:

- Date and time or time frame of the incident;
- a brief description of the incident;
- information that will promote safety and potentially aid in the prevention of similar crimes;
- suspect description(s) when deemed appropriate and if there is sufficient detail;
- law enforcement contact information;
- and other information as deemed appropriate.

The intent of a Public Safety Alert is to provide information to enable members of the college community to protect themselves, and to prevent similar crimes from occurring.

# Emergency Response, Emergency Notification, and Evacuation/Shelter Procedures

IC community members are encouraged to notify Public Safety of any situation or incident on campus that involves a significant emergency or dangerous situation that may involve an immediate or ongoing threat to the health or safety of students, faculty, staff, or visitors on campus. Public Safety has the responsibility of responding to, and summoning the necessary resources, to mitigate, investigate, and document any situation that may cause a significant emergency or dangerous situation.

In addition, Public Safety has a responsibility to respond to such incidents to determine if the situation does in fact, pose a threat to the community. If so, federal law requires that the institution notify the campus community or the appropriate segments of the community that may be affected by the situation.

If the Public Safety confirms that there is an emergency or dangerous situation that poses an immediate threat to the health or safety of some or all members of the IC community, Public Safety will activate emergency notification procedures to provide immediate notification of the threat to the IC community. The College will, without delay and taking into account the safety of the community, determine the content of and initiate the notification, unless issuing a notification will, in the judgment of the first responders, compromise the efforts to assist a victim or to contain, respond to, or otherwise mitigate the emergency.

## ***Core Emergency Response Team (CERT)***

The Core Emergency Response Team (CERT) is a group of appointed IC administrators and staff who are responsible for making decisions regarding critical incidents that affect IC community members. CERT follows the National Incident Management Systems' guidelines created by the Federal Emergency Management Agency.

CERT is led by the Vice President of Student Affairs and the Provost, and includes all of the Vice Presidents, as well as members from: Office of Public Safety and Emergency Management; Office of the Provost; Office of Student Affairs and Campus Life; College Relations; Finance and Administration; Information Technology; Office of Facilities; Office of Residential Life; Health Center; Office of Counseling and Wellness; Office of Public Safety and Emergency Management; Office of Conference and Event Services, and others.

CERT meets regularly throughout the year to plan, train and participate in crisis simulations annually. Debrief meetings are held after each simulation to evaluate the College's response to critical incidents. Crisis response plans and procedures are regularly updated to reflect the latest industry best practices.

# Emergency Notification System

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## ***Electronic Notification***

IC utilizes an Emergency Notification System (ENS) to enhance the College's ability to reach all students, faculty, and staff with time-sensitive information upon confirmation of a significant emergency or critical incident that poses an immediate or serious threat to the health and safety of the campus community. This system utilizes voice, text, and email to allow Ithaca College officials to provide pertinent details and action steps during a critical incident.

## ***Outdoor Warning System***

The Outdoor Warning System features two siren towers, with one located on the roof of the Campus Center and the other situated near the upper-campus athletic fields. In the event of an emergency, and depending on the circumstances, a siren tone may be used to alert the campus community, followed by a loudspeaker message giving information and instructions on how to respond.

## ***Determining the Content of the Notification***

Speed and accuracy of the information are of utmost importance in issuing emergency notifications. To expedite this process and ensure each message contains essential information that communicates the immediate protective action that should be taken, the College . The goal is to ensure people are aware of the situation and know the steps to take to stay safe.

Regular updates will be provided for any ongoing or imminent threats to the campus community.

## ***Testing Emergency Response and Evacuation Procedures***

Ithaca College conducts regular tests of response and evacuation procedures in the following manner(s):

### **Preparedness Procedures and Response:**

CERT conducts annual tabletop and/or functional exercises

Public Safety collaborates with campus and external partners to develop, exercise and implement emergency action plans.

### **Evacuation Procedures:**

EH&S facilitates evacuation drills four (4) times a year in residential facilities and three (3) times a year in campus buildings

### **Emergency Notification and Outdoor Warning System:**

IC conducts an announced test of both systems simultaneously twice a year during the fall and spring semesters

## **Registering for ENS**

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The success of this service relies on campus community members to provide accurate contact information. Having up-to-date contact information in our notification system is the only way to ensure that we can quickly communicate with you in an emergency. In order to receive these important messages all three ways, you must provide contact information via an online form. By default, ENS messages go to all active IC email accounts and to faculty and staff office telephones that are listed in the campus directory. Public Safety strongly encourages all members of the campus community to take advantage of the opportunity to provide multiple contact options. To receive emergency notifications from Ithaca College, please sign up by entering contact information at the link below:

***[ithaca.edu/emergencynotification](http://ithaca.edu/emergencynotification)***

### ***Emergency Notification: ICLA, ICNYC, ICLC***

#### ***Electronic Notification***

In the event of a significant emergency or dangerous situation, the Director of the ICLA, ICNYC and ICLC programs will issue an emergency notification to program participants via text message and email. Program Directors will contact Public Safety and the Office of Risk Management on the main campus to provide information and updates.

#### **Education on Emergency Response for Separate Campuses**

Each separate campus, ICLA, ICNYC, and ICLC, provide programming and materials to students before arrival at the respective campus location to discuss emergency response, emergency notification and evacuation/shelter-in-place procedures.



## EVACUATION PROCEDURES

**Evacuation:** Leave an area or building that is or about to be affected and move to a safe area. Evacuation requires all community members to exit a building or area and in some instances, the campus. Depending on the situation, evacuation may mean moving offsite but within the vicinity of the campus (such as the opposite side of the street), or moving to a remote location not immediately contiguous to the campus.

One primary factor in determining evacuation (versus sheltering in place) is whether a backup building or safe space is readily available, and whether evacuation can be facilitated without jeopardizing the life and safety of the masses.

### Guidelines for Evacuation:

1. Elevators should not be used; occupants should exit by the way accessible stairwells.
2. Landings and stairwells should be checked for individuals who may need assistance due to a mobility impairment or a disability.
3. Evacuation must be timely and orderly.
4. Move quickly and calmly to the evacuation location.
5. Listen for further instructions through ENS or first responders.

*If you cannot evacuate, move to the nearest window and signal for help and contact Public Safety at 607-274-3333.*

### **Examples of Conditions That Render Evacuation:**

- Severe weather (e.g., lightning, tornado, high winds)
- Damage or dangerous conditions posed by a facility
- Fire
- Explosion
- Water supply failure
- Biological/Environmental contaminants
- Loss of utilities/power failure





## SHELTER-IN-PLACE PROCEDURES

**Shelter-in-Place:** Sheltering in place is used when there is not time to evacuate or when certain conditions render it unsafe to do so.

No matter where you are, the basic steps of shelter-in-place will generally remain the same. Should a need ever arise; follow these guidelines, unless instructed otherwise by law enforcement and/or other first responders.

### **Examples of Conditions That Render Sheltering in Place:**

- Severe weather (e.g., lightning, tornado, high winds)
- Active shooter/sniper
- Hostage situation
- Road, traffic, and/or transportation shutdown
- Influenza pandemic or other infectious disease (e.g., isolating an immediate area and potentially exposed persons)
- Hazardous materials or conditions outdoors (e.g., chemical spill)

Guidelines for Shelter-in-Place:

1. Stop what you are doing immediately.
2. If safe to do so, collect any emergency shelter-in-place supplies and a telephone to be used in case of emergency. If you are outdoors, proceed into the closest and safest building quickly or follow instructions from first responders.
3. Take immediate shelter indoors and isolate yourself away from the threat.
4. Locate an interior room without windows or with the least number of windows. If there is a large group of people, several rooms may be necessary.
5. Shut and lock and/or barricade doors.
6. Silence cellphones.
7. Await further instructions from ENS or first responders.

## Partners in Preparedness

Public Safety has created an Emergency Preparedness and Response Training Program to train the Ithaca College community on emergency response procedures, including but not limited to the Emergency Notification System, and shelter-in-place and evacuation procedures. Throughout this process, Public Safety assists offices and departments with developing, implementing and exercising emergency action plans. Open sessions for an overview of emergency response will be available to all community members twice a semester. Further, Public Safety provides education and outreach during new student orientation on how to register for the Emergency Notification System.

## Emergency Readiness and Response Guide

Every member of our campus community plays a role in emergency readiness and response. Foremost is knowing what to do and where to go for guidance in the preparation of a critical incident. Public Safety has prepared the Emergency Readiness and Response Guide for campus community members to provide comprehensive instructions and advance a participatory approach to readiness and response. To review this publication, please visit:

[www.ithaca.edu/emergency/docs/emergencyresponse/](http://www.ithaca.edu/emergency/docs/emergencyresponse/)



# Security and Access to Buildings

## ***Main Campus***

Members of the campus community, as well as guests and visitors, have access to most campus buildings and facilities during normal business hours, Monday through Friday, and for limited hours on Saturdays and Sundays when the College is in session (excluding most holidays). Exterior doors on campus buildings are locked and secured each evening. Members of the campus community are encouraged to report problems with doors and locks to Public Safety.

## ***Residential Facilities***

Most exterior doors to the residence halls are locked 24 hours a day and are equipped with a card access system. Students living in each residence hall access their building using their college ID card. Students will need to carry their ID card and room key at all times.

Security access telephones are located outside each residence hall and allow guests, visitors, or delivery persons to contact the resident to gain entry. Residents are responsible for meeting visitors at the entrance and escorting them while they are in the building. Over extended breaks, the doors of all residence halls remain secured.

The College prohibits propping open residence hall exit doors. Such violations of college policy are referred to the Office of Judicial Affairs for action. The card access system alerts Public Safety to any exit door that is propped. Residential Life staff members are then notified to re-secure the propped door. If unavailable, Public Safety staff respond to secure the door. Security Officers also report door and security hardware problems.

## ***External Conditions***

Exterior lighting is an important part of the College's commitment to safety and security. Parking lots, pedestrian walkways, and building exteriors are lighted. A survey of all exterior lighting is conducted at least once each year to assess problems and plan improvements. Shrubbery, trees, and other vegetation are trimmed on a regular basis to ensure unobstructed lighting on campus. Members of the campus community are encouraged to report any exterior lighting problems to Public Safety or the Office of Facilities.

## ***Maintenance of Campus Buildings***

Security Officers and members of SASP, as part of their patrol procedures, report any defective lighting or unsafe condition related to facilities on campus. A service request is generated and sent to the Office of Facilities. The Office of Facilities is responsible for the maintenance and upkeep of buildings and grounds on campus.

# Security and Access to Buildings

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## ***IC Los Angeles***

The ICLA program is located on the third floor of the James B. Pendleton Center in Los Angeles, CA. The Pendleton Center is secured from 10:00pm - 8:30am. Students are provided with access codes at orientation to enter the building after hours.

Maintenance and upkeep of the building is the responsibility of Volwood Management Group.

Students enrolled in the ICLA program are offered student housing at AVA Toluca Hills Apartments. The apartment complex is a semi-gated community with 24-hour security. Security patrols are conducted 24-hours/day for property protection. Security officers are in radio contact with the officer at the main gate and with each other.

## ***IC New York City***

The ICNYC program is located in a classroom at Cornell University's IRL Conference Center. Security is provided by a building security group that works closely with the Director of ILR Infrastructure from Cornell University. Access to the building is controlled by security personnel located in the lobby. Individuals are required to sign in and out for access to the building.

## ***IC London Center***

The IC London Center is located in a building owned and operated by Ithaca College. Security and access to the building is monitored by a video entry-phone and it is utilized at all times. Students and staff are required to sign in and out.

Depending on the maintenance repair needed, the Program Director will contact the appropriate individual(s) or business to address the issue at hand.

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## **College Advisory Committee on Campus Security and Campus Life**

The committee is responsible for promoting a safe and secure campus, the interrelation of the academic and social aspects of life on campus, assessing the quality of life on campus for the members of the community and sharing information and providing a forum for issues and concerns related to safety, security, and campus life in general. The committee makes policy recommendations to the Vice President for Student Affairs and Campus Life or other appropriate persons regarding safety, security, and campus life issues.

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# SECURITY AWARENESS & CRIME PREVENTION PROGRAMS

Public Safety attempts to prevent crimes from occurring through active engagement and community policing. The goal of crime prevention is to eliminate or minimize criminal opportunities whenever possible and to encourage students, faculty, and staff to be responsible for their own safety and the safety of others.

Public Safety makes every effort to enhance the quality of community life through establishing healthy relationships and partnerships with community members.

## ***Satellite Office***

The Satellite Office provides a convenient location in the heart of the campus center as a platform for building positive and meaningful relationships between Public Safety and the campus community. The Satellite Office strives to encourage participation in problem solving, increase personal safety, and to reduce barriers for reporting.

## ***Officer Liaison Program***

The Offices of Public Safety and Residential Life enhance their partnership by encouraging intentional relationship building that supports positive community engagement for Patrol Officers, Residential Life Staff, and students. This program proactively addresses student and community needs, while increasing the positive presence of Patrol Officers inside residence halls and apartments on campus.

## ***Escort Program***

Members of SASP, Security Officers, and Patrol Officers are available to accompany any member of the campus community to and from any campus location. To obtain an escort, call Public Safety at 607-274-3333 from any cell phone, 3333 from any campus phone, or by activating any blue-light or indoor emergency telephone.

## ***Orientation***

During Orientation, programs are presented that address alcohol and drug use, sexual assault, bias-related crimes and other personal safety topics. Public Safety provides training for all incoming students and families on Public Safety resources, common campus crimes, and tips for personal safety and crime prevention.

## ***Rape Aggression Defense Course (R.A.D)***

The nationally developed R.A.D. program includes content on risk prevention, physical defense, and developing self-reliance, all targeted specifically toward empowering participants. Taught by certified instructors, R.A.D. consists of twelve hours of training. This program has been recognized for substantially lowering the risk, particularly to college students, of being sexually assaulted. Currently, Ithaca College instructors are certified to teach the R.A.D. course for women, which includes anyone who identifies as a woman.

# SEXUAL AND GENDER BASED HARASSMENT AND VIOLENCE

All educational institutions in the United States receiving federal funding are required to comply with Title IX of the Education Amendments of 1972, which mandates that: *"No person in the United States shall, on the basis of sex, be excluded from participation in, be denied the benefits of, or be subjected to discrimination under any education program or activity receiving Federal financial assistance."*

The College has designated a Title IX Coordinator and Deputy Coordinators for reporting sexual harassment: sexual violence, such as rape, sexual assault, and dating and domestic violence; stalking; and other sex/gender based discrimination. The Title IX Coordinators are primarily responsible for coordinating the College's efforts to fulfill its obligations under and comply with Title IX, which prohibits sex discrimination.

Under federal law, these individuals' responsibilities include the overseeing of investigations of all complaints, allegations, or reports for the purpose of providing a remedy to the impacted student(s); providing support and resources to the impacted student(s); and, preventing similar behavior from happening again.

Individuals can report to the designated Title IX Coordinators without involving law enforcement. However, when individuals report to Public Safety, law enforcement personnel must make notification to the Title IX Coordinator or Deputy Coordinator. Likewise, the Title IX Coordinators are responsible for reporting Clery crimes to the Office of Public Safety.

Students can report to any Campus Security Authority (CSA) as designated in this publication. However, it is important to remember that all of these individuals must notify the Title IX Coordinator of such an incident for required follow-up by the Coordinator.

## Contact Information:

Linda Koenig, Title IX Coordinator | lkoenig@ithaca.edu | 607-274-7761

Maggie Wetter, Title IX Deputy Coordinator | mwetter@ithaca.edu | 607-274-5136

Erienne Roberts, Title IX Deputy Coordinator | eroberts@ithaca.edu | 607-274-5708

Delphia Howze, Director, Employee Relations & Development | dhowze@ithaca.edu | 607-274-8000

# New York State Enough is Enough Legislation

Specifically, this law required colleges in New York State to adopt or implement:

1. A uniform definition of affirmative consent, defining consent as a knowing, voluntary, and mutual decision among all participants to engage in sexual activity;
2. An amnesty policy, to ensure that students reporting incidents of sexual assault or other sexual violence are granted immunity for certain campus policy violations, such as drug and alcohol use;
3. A Students' Bill of Rights, distributed to all students in order to specifically inform sexual violence victims of their legal rights and how they may access appropriate resources, including outside law enforcement.
4. Comprehensive training requirements for administrators, staff, and students, including at new student orientations; and
5. Reporting requirements, annual submission of aggregate data on reported incidents of sexual violence and their adjudication and handling to the State Education Department

## ***Students' Bill of Rights***

All students have the right to:

1. Make a report to local law enforcement and/or 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 by 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 suggestion 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 institution representatives as practicable and not be required to unnecessarily repeat a description of the incident;
  8. Be protected from retaliation by the institution, any student, 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 determination;
  10. Be accompanied by an advisor of choice who may assist and advise a reporting individuals, accused, or respondent throughout the judicial or conduct process including during all meetings and hearings related to such process; and
  11. Exercise civil rights and practice of religion without interference by the investigative, criminal justice, or judicial or conduct process of the institution.
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## **Affirmative Consent**

Affirmative consent is 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. This definition of consent is informed by New York State Law.

- ***Consent is not implied or assumed***
- ***Consent is not presumed by silence or context alone***
- ***Consent for one sexual act does not imply consent to another act***
- ***Prior consent for one sexual act does not imply consent to another act***
- ***Consent cannot be given when it is the result of coercion, intimidation, force or threat of harm to self or others***
- ***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***
- ***Depending on the degree of intoxication, someone who is under the influence of alcohol, drugs, or other intoxicants may be unable to consent***

*Faculty and staff members have an ethical obligation to promote the College's educational mission by fostering an atmosphere of mutual trust and respect. Given the inherent inequity that exists in the relationships between faculty or staff members and students, no faculty or staff member shall have a romantic and/or sexual relationship, consensual or otherwise, with a student over whom they have supervisory, instructional or evaluative authority. For the purpose of the Sexual Misconduct policy, the definition of faculty member includes graduate assistants.*





# **Policy on Sexual Misconduct, Domestic Violence, Dating Violence and Stalking**

As an institution of higher education that promotes the rights and safety of all members of the campus community, Ithaca College requires that individuals treat one another with respect, dignity, and fairness. In an intimate relationship, these values are of paramount importance. Sexual misconduct, which is prohibited under this policy, includes a broad range of behavior such as inappropriate touching, sexual exploitation, sexual intercourse without consent and other forms of sexual violence. Some forms of sexual misconduct may be a crime. Sexual misconduct, as defined in this policy, may violate Title IX of the Higher Education Amendments of 1972 and/or the Violence Against Women Act (VAWA) and New York State Education Law 129(B). Such violations will be addressed promptly and fairly by the College.

This policy provides procedures for reporting, investigating and adjudicating sexual misconduct. It applies to all members of the College community, including students, faculty, and staff, and applies regardless of one's sexual orientation, gender, gender identity, or gender expression. Non-community members (e.g. alumni, family, friends or vendors, etc.) visiting the campus or participating in any College program or activity are expected to abide by the behavioral expectations of this policy. Individuals found in violation of this policy will be subject to appropriate disciplinary action, up to and including termination of employment of employees and suspension or expulsion of students.

## ***Sexual Misconduct***

Sexual misconduct is a term used by this policy to refer to all forms of inappropriate sexual communication or behavior, including that which takes the form of sexual harassment, non-consensual sexual activity, as well as dating violence, domestic violence, and stalking, which impacts or has the potential to impact the educational or employment environment of any member of the College community. Under this policy, the College will consider the effects of off-campus conduct when evaluating whether an individual has been subjected to a hostile environment on campus. Sexual misconduct can be committed by anyone, regardless of their gender identity or sex assigned at birth, and can occur by those of the same or different sex/gender.

While sexual misconduct can be a criminal offense under New York State law, a person's conduct may violate the College's prohibition against sexual misconduct even if it does not rise to the level of a violation of State law.

*New York State definition of Sexual Misconduct:* Sexual misconduct is defined as engaging in sexual intercourse with another person without such person's consent or engaging in oral sexual conduct or anal sexual conduct with another person without that person's consent.

# Reporting Procedures for Sexual Misconduct

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Any College student, staff member, or faculty member who has been the victim of sexual misconduct is encouraged to seek support and assistance from within or outside of the College. It is important to remember that the reporting of such acts provides the College and the community with the opportunity to identify the person responsible and address the factors that might prevent such an occurrence in the future. Reporting a sexual offense quickly is important to preserving evidence that may be necessary to prove the offense occurred. Ithaca College provides medical, psychological, investigative, and other support services to assist victims of rape or other acts of sexual misconduct in dealing with the inevitable repercussions of such a traumatic event.

## ***Responsible Administrators (Employees)***

Reports can be made to any of the Responsible Employees by those who have been the victim of a violation of this policy, by a third party on a victim's behalf or anonymously. All Faculty and Staff members with the exception of confidential resources list above are considered Responsible Employees and therefore are required to share any report that could be a violation of the sexual misconduct policies with the Title IX Coordinator. Additionally, Resident Assistants, Orientation Leaders, and Student Auxiliary Safety Patrol while working in their roles are also considered Responsible Employees. Unless a report is made to someone listed as a Confidential Resource, confidentiality cannot be assured.

The decision to file a formal complaint with the College in no way restricts you from also filing criminal charges. A Responsible Employee will discuss with the reporting party available avenues and options. A reporting party may be able to take advantage of multiple options simultaneously. Options include contacting law enforcement (if the incident involves a crime) and/or pursuing disciplinary action against the accused and/or mediation. In situations where the reporting party's well-being requires, other options may include immediate remedial action, such as no-contact orders, directing the respondent to have no contact with the complainant, changes in class assignments, residence hall assignments, transportation arrangements, or work assignments to assist the complainant in avoiding contact with the respondent, or other measures to enhance the complainant's safety, such as escorts or increased monitoring of an area.

*A Responsible Employee is not a confidential resource.*

## **Reporting Individuals will receive the following information:**

*"You have the right to make a report to university police or campus security, local law enforcement, and/or state police or choose not to report; to report the incident to your institution; to be protected by the institution from retaliation for reporting an incident; and to receive assistance and resources from your institution."*

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# Confidentiality of Reports

If an individual makes a report to a Responsible Employee, one still has the right to make an anonymous report; to request that the College maintain the report as confidential (i.e., not reveal their identity); and/or to request that the College not conduct an investigation or that action not be taken against an alleged perpetrator. Ithaca College Offices and employees who cannot guarantee confidentiality will maintain your privacy to the greatest extent possible. The information you provide to a non-confidential resource will be relayed only as necessary for the Title IX Coordinator to investigate and/or seek a resolution. If a complainant requests that their name be kept confidential (or if the complainant makes an anonymous complaint), the College's ability to respond to the complaint may be limited.

While the College endeavors to comply with the complainant's wishes, it is not required to honor these requests. The College may take proactive steps, such as training or awareness efforts, to combat domestic violence, dating violence, stalking or sexual assault in a general way that does not identify those who disclose or the information disclosed. Depending on the circumstances, this may or may not be possible. The College may, in appropriate circumstances, decide it must move forward with an investigation and/or disciplinary processes. In making such a determination the College must consider its obligation to provide a safe, non-discriminatory environment for all students and employees. The College has designated the Title IX Coordinator as the individual who will evaluate any requests for confidentiality.

A student seeking confidential emotional or medical care may contact the following resources:

- Center for Counseling & Psychological Services | 607-274-3136
- Hammond Center for Student Health Services | 607-274-3177
- Director, Health Promotion Program | 607-274-7933
- Director, Center for LGBT Outreach & Services | 607-274-7394

To protect the confidentiality of victims and other necessary parties, the College will, when appropriate:

- Take proactive steps, such as training or awareness efforts, to combat domestic violence, dating violence, stalking or sexual assault in a general way that does not identify those who disclose or the information disclosed.
- Complete publicly available recordkeeping, including Clery Act reporting and disclosures, without the inclusion of personally identifying information about the victim, as defined in section 40002(a)(20) of the Violence Against Women Act of 1994 (42 U.S.C. 13925(a) (20)); and
- Maintain as confidential any accommodations or protective measures provided to the victim, to the extent that maintaining such confidentiality would not impair the ability of the institution to provide the accommodations or protective measures.

The College will seek consent from the complainant prior to conducting an investigation. To determine whether to investigate despite the complainant's request not to do so, the College will consider a range of factors, including, but not limited to:

- The severity and impact of the sexual misconduct;
- The respective ages of the parties;
- Whether the complainant is a minor under the age of 18;
- Whether the respondent has admitted to the sexual misconduct;
- Whether there have been other sexual violence or harassment complaints about the respondent;
- Whether the respondent has a history of arrests or records from a prior school indicating a history of violence;
- Whether the respondent threatened further sexual violence or other violence against the victim or others;
- Whether the sexual violence was committed by multiple respondents;
- Whether the sexual violence was perpetrated with a weapon; and
- The overall safety of the campus community (including the complainant).

If the College determines that an investigation is required, it will immediately notify the reporting individual(s) and take immediate action as necessary to protect them.

If an individual discloses information through a public awareness event such as "Take Back the Night," candlelight vigils, protests, or other public event, the College will not begin an investigation without further request from the reporting individual. The College may use the information provided to inform the need for additional education and prevention efforts.

## ***Reporting individuals have a right to:***

- Notify Public Safety, local law enforcement, and/or state police;
- Have emergency access to a Title IX Coordinator or other appropriate officials trained in interviewing victims of sexual assault. These individuals shall be available upon the first instance of disclosure by a reporting individual to provide information regarding options to proceed, and, where applicable, the importance of preserving evidence and obtaining a sexual assault forensic examination as soon as possible, and detailing that the criminal justice process utilizes different standards of proof and evidence and that any questions about whether a specific incident violated the penal law should be addressed to law enforcement or the district attorney. Such official shall also explain whether they are authorized to offer the reporting individual confidentiality or privacy, and shall inform the reporting individual of other reporting options;
- Disclose confidentially the incident to institution representatives, who may offer confidentiality pursuant to applicable laws and can assist in obtaining services for reporting individuals;
- Disclose confidentially the incident and obtain services from the state or local government;
- Disclose the incident to institution representatives who can offer privacy or confidentiality, as appropriate, and can assist in obtaining resources for reporting individuals;
- File a report of sexual assault, domestic violence, dating violence, and/or stalking and the right to consult with the Title IX Coordinator and other appropriate institution representatives for information and assistance. Reports shall be investigated in accordance with institutional policy. A reporting individual's identity shall remain private at all times if said reporting individual wishes to maintain privacy;
- Disclose, if the accused is an employee or the institution, the incident to the institution's human resources authority;
- Receive assistance from appropriate institution representatives in initiating legal proceedings in family court or civil court, and;
- Withdraw a complaint or involvement from the institution process at any time.

## **Pursuing Judicial and/or Criminal Action**

In addition to seeking medical and emotional support from on-campus and off-campus resources, you have the right to choose to pursue criminal action and, in the case of an incident subject to the College's judicial system, to provide the College with information to pursue campus judicial action. The decision to pursue campus judicial action in no way restricts you from also filing criminal charges.

## Interim Protective Measures

When a report of sexual misconduct, domestic violence, dating violence, or stalking is made, individuals will be provided with the following protections or accommodations:

### ***No-Contact Orders (Restriction Notice):***

Consistent with College policies and procedures, notice to the accused whereby continued intentional contact with the reporting individual will be a violation of the conduct code subject to additional conduct charges. If the accused or respondent and a reporting individual observe each other in a public place, it shall be the responsibility of the accused or respondent to leave the area immediately and without directly contacting the reporting individual. Both the accused or respondent and the reporting individual shall, upon request and consistent with institution policies and procedures, be afforded a prompt review, reasonable under the circumstances, of the need for and terms of a no contact order, including potential modification, and shall be allowed to submit evidence in support of his or her request. Institutions may establish an appropriate schedule for the accused and respondents to access applicable campus buildings and property at a time when such buildings and property are not being accessed by the reporting individual;

- Assistance from Public Safety or other officials in obtaining an order of protection or, if outside of New York State, an equivalent protective or restraining order;
- The right to receive a copy of the order of protection or equivalent when received by the College and to have an opportunity to meet or speak with a representative of the College, or other appropriate individual, who can explain the order and answer questions about it, including information from the order about the accused's responsibility to stay away from the protected person or persons;
- An explanation of the consequences for violating these orders, including but not limited to arrest, additional conduct charges, and interim suspension;
- Assistance from the Office of Public Safety in effecting an arrest when an individual violates an order of protection or calling on local law enforcement to effect an arrest for violating such an order (this accommodation will in no way limit current law enforcement jurisdiction and procedures).

### ***Interim Suspension:***

When the accused or respondent is a student determined to present a continuing threat to the health and safety of the community, to subject the accused or respondent to interim suspension pending the outcome of a judicial or conduct process consistent with this article and the Summary Suspension Policy (section 7.1.2.7.3 of the Student Conduct Code). Both the accused or respondent and the reporting individual shall, upon request and consistent with the Summary Suspension Policy, be afforded a prompt review, reasonable under the circumstances, of the need for and terms of an interim suspension, including potential modification, and shall be allowed to submit evidence in support of his or her request.

***Residential or Academic Accommodations:***

Changes in class assignments, residence hall assignments. The College also provides for the use of a "safe room," if available, for short periods of time whenever a victim needs or wishes to be relocated immediately from the residence hall room.

***Other Protective Measures:***

Transportation arrangements, or work assignments to assist the complainant in not having to interact with the accused, or other measures to enhance the complainant's safety, such as escorts or increased monitoring of an area.

***Non-Disclosure:***

The Office of Student Affairs and Campus Life (SACL) can be a resource for other privacy considerations and options available to students, such as removal of public access to directory information. Students are encouraged to contact SACL to learn more about privacy options.

***Review of Protective Measures:***

Both the accused or respondent and the reporting individual shall, upon request and consistent with the College's policies and procedures, be afforded a prompt review, reasonable under the circumstances, of the need for and terms of any such interim measure and accommodation that directly affects him or her, and shall be allowed to submit evidence in support of his or her request.



## Investigations and Disciplinary Proceedings

If a report alleges a plausible violation of this policy, the College will conduct an investigation. An investigation may occur because a reporting party wishes to proceed with a complaint, or because the College determines that this is necessary despite the wishes of the reporting party.

Every student has the right to request that student conduct charges be filed against the accused in accordance with the requirements outlined in the Student Conduct Code 7.1.2. The College endeavors to ensure that complaints are responded to in a prompt, fair and impartial manner from the initial investigation to the final results. The investigation is conducted by one or more of the Responsible Administrators listed above, but the College may appoint any appropriate person(s) to conduct the investigation.

The complainant and the respondent will be given an equal opportunity to present information and evidence in the context of the investigation. An investigation usually involves interviews of witnesses and reviewing relevant documentation. This policy applies campus-wide and sets forth behavioral expectations for all. However, the applicable investigatory and disciplinary procedure that will be applied in a particular case depends on whether the accused is a student, a faculty member, an employee, or a non-community member. If a complaint is made under this policy, the following will apply:

- A complaint against a student will be referred to the Office of Judicial Affairs at 607 274-3375 and processed in accordance with the Student Conduct Code (Section 7.1.2 of the Policy Manual).
- A complaint against a faculty and/or staff member will be processed in accordance with the Discrimination Complaint Resolution Policy (Section 2.7 of the Policy Manual).
- A complaint against a non-community member (e.g., a visitor to campus, an alumnus, a vendor, a parent, etc.) will be investigated but no formal procedure applies.
- The College may opt to ban the non-community member from College property or take other appropriate responsive measures.
- The complainant and respondent will be notified in writing of the outcome of such a complaint.

In cases where the individual has more than one status with the College, the College will determine in its discretion which status is primary; in such a situation, sanctions imposed may include both sanctions related to each status. A non-member of the College community may make a report that a College community member has violated this policy. A non-community member's complaint will be processed in accordance with the applicable disciplinary procedure.



## **Student Code of Conduct Process**

Once a report is made to Title IX, Title IX Coordinators will:

1. Title IX will provide outreach to the reporting party including resources, support, and possible interim measures. The College will determine if there is an immediate threat to the campus community.
  - a. If there is an immediate threat, an investigation will begin immediately. If there is not an immediate threat, the reporting party may choose if they wish to participate in an investigation. Respondent will be notified immediately if an investigation is initiated
2. Both the reporting party and respondent will receive support and resources Conduct an on-campus investigation.
3. Public Safety or Title IX will conduct an on-campus investigation.
4. Once the interview is completed the case file will be shared with Judicial Affairs and a Conduct Review Board will be conducted. Decision will be communicated to both parties.
5. Both parties have the option to appeal based on specific grounds to a three (3) person appellate panel.

## **Conduct Review Board**

The Conduct Review Board consists of four members: three (3) voting members and one (1) non-voting chairperson. The Board will be comprised of faculty and staff. The decision will be based on a preponderance of evidence, as indicated below, and the decision is final. Both the reporting party and respondent will have an opportunity to appeal the decision within three (3) College business days of receiving notification of the decision.

## **Annual Training**

The Sexual Misconduct Process Training is targeted for College Trained Advisors, board members, and appellate panel members involved in the sexual misconduct student process. The session provides participants with the skills and knowledge to serve as an advisor or decision maker with regard to Title IX and sexual misconduct cases. These individuals, at a minimum, receive annual training on the issues related to dating violence, domestic violence, sexual assault, and stalking and how to conduct an investigation and hearing process that protects the safety of victims and promotes accountability. College Trained Advisors are available to the reporting party and respondent.

## **Advisors**

The reporting party and respondent in such a hearing may be accompanied by an advisor of their choice (at the party's own expense, if the advisor is a paid advisor), who may be an attorney, during any investigatory meeting, disciplinary hearing or other proceeding. The advisor cannot be a witness in the proceedings. They are a silent and non-participating presence who is there solely to observe, consult with and provide moral support to the complainant or respondent. The advisor may not disrupt or distract from the meeting or proceeding. They are not permitted to address or otherwise make any direct statements to the witnesses, investigators, hearing panel or any other adjudicators. An advisor who does not abide by this role may be precluded from further participation in any meetings, hearings or proceedings, and the College will proceed in the advisor's absence.

## **Standard of Evidence**

The standard for decisions in disciplinary proceedings is based on a preponderance of the evidence, meaning that it is more likely than not a violation of this policy occurred. Both parties will receive simultaneous written notice of outcomes of all disciplinary proceedings, to the extent permitted by law. Both the complainant and respondent will have the right to appeal pursuant to the applicable disciplinary procedures identified above.

## **Prompt and Fair**

The College endeavors to complete the investigatory phase and disciplinary proceedings within 60 days. This timeframe may be extended if necessary under certain circumstances.

## **Sanctions**

The possible sanctions that can be imposed as a result of a determination of responsibility in a case of sexual misconduct, domestic violence, dating violence or stalking follow the same range of sanctions available for any policy violation at Ithaca College, including written warning, special projects or programs, community service, loss of privileges, disciplinary probation, residence hall reassignment, termination of residence hall contract, deferred suspension, suspension, expulsion, and notation on transcript. The College further reserves the right to summarily remove a student from college housing or from the college campus pending a judicial hearing when such action is necessary to ensure the protection and welfare of the college community.

## **Appeal Process**

The reporting party and respondent have the right to appeal the decision made by the Conduct Review Board. The request for appeal will be brought before the Appellate Board. Reasons for appeal include: 1) lacking due process; 2) sanction not appropriate; 3) new evidence that was not available at the time of the Conduct Review Board.

## **Amnesty for Reporting Incidents of Sexual Misconduct**

The health and safety of every student at the Ithaca College is of utmost importance. Ithaca College 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. Ithaca College strongly encourages students to report 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 Ithaca College officials or law enforcement will not be subject to Ithaca College'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.

## **Retaliation to Reports of Sexual Misconduct**

The College prohibits retaliation against any individual who files a good-faith complaint or assists or participates in good-faith any manner in an investigation or proceeding conducted by the College or an external agency. Any retaliation is subject to disciplinary action, up to and including expulsion/termination. Complaints of retaliation will be handled pursuant to the applicable disciplinary procedure.

## **Incidents of Sexual Misconduct Involving the Campus Community**

Public Safety investigates reported sex offenses that occur on the Ithaca College campus. Public Safety will discuss with you your rights and the procedures involved in pursuing criminal charges and/or campus judicial process. Public Safety will provide victims with transport to medical facilities and/or support service locations or other assistance as necessary. If you file a complaint with Public Safety, the office will keep you informed of the criminal investigation status. Incidents that are classified as felonies are usually investigated jointly by Public Safety and the Tompkins County District Attorney's Office. Public Safety works cooperatively with other law enforcement agencies during investigations.

Allegations of sexual misconduct, domestic or dating violence, or stalking that occur on campus or off campus but with on-campus effects will be referred to the Office of Judicial Affairs. This office will take judicial action against any student involved in an act that threatens the safety and welfare of another individual. Judicial action is pursued according to the procedures outlined in the Student Conduct Code.

## **Off-Campus Incidents of Sexual Misconduct**

Incidents that occur off the Ithaca College campus can be investigated by the Title IX Office or the law enforcement agency having jurisdiction. All support services are available to you regardless of where the incident took place. Public Safety can help you in identifying the appropriate investigative agency or agencies and assist in contacting them. Allegations of sexual misconduct, domestic or dating violence, or stalking that occur off campus but with on-campus effects will be referred to the Office of Judicial Affairs as described above.

## **Effect of Criminal Proceedings**

A victim of a crime, including sexual misconduct, is encouraged to, but is not required to, report the incident to law enforcement and pursue criminal charges. If you want to pursue criminal charges related to an incident occurring on campus, you may contact Public Safety. For assistance in making a report of a crime that took place off campus, you may contact the local police department directly. The criminal process and the College's disciplinary processes are not mutually exclusive or dependent on each other, meaning that a person may pursue either a criminal complaint or internal complaint with the College or both. An individual's decision to file a report with criminal authorities may result in some delay in an internal College investigation, so as not to interfere with evidence gathering by law enforcement, but College procedures will resume as soon as possible. In addition, the College will cooperate with any criminal proceedings as permitted by law.

# Sexual Harassment and Assault Response

## and Education (SHARE)

Ithaca College offers a multitude of sexual harassment and sexual assault programs and initiatives specifically designed to maximize education, awareness, prevention, intervention, and community engagement. Prevention and awareness programming is provided to incoming students during new student orientation and in an ongoing fashion to current students. These programs are a mix of primary prevention, awareness, risk reduction, and bystander intervention, presented by College staff, guest presenters, and peer educators and through web-based platforms. All programming is informed by best practices, inclusive, culturally relevant and responsive to the Ithaca College campus community. With the expansion of federal guidelines on sexual assault, campus-wide efforts are ongoing to expand and diversify existing programming and education.

As an institution of higher education that believes in and promotes the rights and safety of all members of the campus community, Ithaca College will not tolerate sex offenses, including but not limited to, dating violence, domestic violence, sexual assault and stalking on campus. Because anyone, regardless of race, ethnicity, gender (identity or expression), age or sexual orientation may be the victims of sex offenses or find themselves giving support to someone who has been a victim, the College is committed to educating all students about common circumstances that can lead to such offenses, possible methods of intervention, prevention, procedures for reporting offenses, and the laws and penalties related to them.

It is important for everyone to become knowledgeable about sexual misconduct in its many forms, because everyone is vulnerable to them. Though no fault of your own, you or someone you know could possibly become a victim of a sex offense. There are many kinds of sex offenses, ranging from sexual abuse to sexual misconduct, criminal sexual acts, and rape.

In the media we most frequently hear about sexual assaults in which the perpetrator and the victim do not know each other. While this form of sexual assault is most widely publicized and perhaps most frequently reported, the more common situation on college campuses is sexual assault committed by acquaintances of the victim. The acquaintance may be a date or friend of the victim or someone the victim knows only casually. They often occur in isolated settings such as a student's room and can almost always be readily identified as any unwanted and unwelcome, behavior or contact that makes you feel uncomfortable. Alcohol and/or drug use is frequently, but not always involved in these cases. The specific section of law violated would be determined by the circumstances of the sexual act and the same criminal laws and penalties apply to both acquaintance and stranger sexual acts.

While it is never the fault of any individual who falls victim to a sexual assault, students should exercise care and caution in situations involving someone they don't fully know or trust, or when in situations involving alcohol and/or drugs, or when engaged in group parties and settings that may induce peer pressure or inadvertently cause separation from an entrusted friend.

## ***What is Sexual Assault?***

A sexual assault is about power, anger, and control. It is an act of violence and an attempt to degrade someone using sex as a weapon. Above all, sexual assault is a crime. Sexual assaults can happen to anyone: The assailants can be anyone: classmates, coworkers, a neighbor or delivery person, total strangers, outgoing or shy, a friend, or a family member.

## ***What should I do if I have been sexually assaulted?***

Whatever choices a survivor makes for reporting an incident, it is important that the victim take the following actions, which will significantly aid in the successful criminal prosecution of the responsible party:

- A. Seek immediate medical assistance (within 24 hours of the assault) and mental health support.
- B. Preserve physical evidence (such as clothing and bed coverings).
- C. Do not bathe, shower, brush your teeth, wash your hands, eat or drink anything, smoke, or change clothes before seeking medical treatment.
- D. Report the sexual assault to authorities.

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If you are a recent victim of a sexual assault, domestic violence, dating violence, and stalking and would like to discuss your options regarding medical care or psychological care, you can contact the Hammond Health Center (607-274-3177), or the counseling center (607-274-3136), or any local medical treatment facility. If you would like to discuss judicial or criminal action options, you can contact Public Safety (607-274-3333). In any case, the services of a victim advocate from the Advocacy Center will be offered to you. Whether or not you want to pursue legal action, immediate psychological support is available through the counseling center, and your medical needs can be attended to at the health center. Contacting any of these offices in no way commits you to a course of action. You will remain in charge of decisions about your care.

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## ***Sexual Assault Nurse Examiner (SANE)***

Victims of sexual assault in all areas of Tompkins County are offered the services of a program called SANE, located at the Cayuga Medical Center. The SANE program consists of specially trained nurses, rape crisis and sexual abuse advocates, doctors, and law enforcement officials that assist survivors of sexual assault and sexual abuse with their medical, emotional, and legal needs. The purpose of the program is to provide skilled and sensitive treatment as well as to collect forensic evidence. If the victim of a sexual assault chooses to report the crime to a law enforcement agency, the evidence can be used to arrest and prosecute the offender. The SANE program is cosponsored locally by the Advocacy Center and Cayuga Medical Center. For additional information on SANE resources and options see visit [cayugamed.org](http://cayugamed.org).

# SEX OFFENSE PREVENTION, AWARENESS, & RESPONSE PROGRAMS

## ***Sexual Assault Prevention for Undergraduates***

Ithaca College expects all incoming first year students to complete Sexual Assault Prevention for Undergraduates, an online educational program, prior to arriving on campus. This course must be completed on a computer, iPad, or tablet with access to internet and audio capabilities. The purpose of Sexual Assault Prevention for Undergraduates is to:

- Inform students about healthy sexual relationships, sexual assault awareness, prevention, and bystander intervention.
- Cover important information including the definition of consent, campus policies related to sexual misconduct, and resources available to students impacted by sexual assault or sexual violence.
- Help us create a common language in our community and sets a community standard where we do not condone sexual and dating violence of any kind.
- Promote a dialog about how we can create a culture on campus that is intolerant of sexual and dating violence

## ***Sexual Harassment Prevention Training (SHPT)***

Prior to the start of off-campus internship programs such as ICNYC, ICLA and London Center, students are required to complete an online course called Sexual Harassment Prevention Training. Participating in a student internship, volunteer work or other off-campus activity can be an important part of every student's higher education experience. However, most students have no idea what to do when confronted with sexual harassment. Unwanted advances or sexually explicit gestures and jokes can be damaging to a student's confidence both during the internship and when seeking employment after graduation. In addition, many students are unaware when their own well-intentioned conduct is viewed as unprofessional and offensive, putting them in jeopardy both academically and professionally. Students will learn the basics of how to identify and respond to sexual harassment as well as how to avoid engaging in behavior that could be perceived as sexual harassment by others.

## ***Orientation for Families and Students***

The Office of Title IX provides educational programming for all incoming students and families on SHARE. During these sessions, the Title IX Coordinator provides information on resources and support, and reviews the definition of affirmative consent and Ithaca College's sexual misconduct policy.

## ***Workplace Discrimination and Harassment Training***

All employees, new and old, are required to complete the Workplace Discrimination and Harassment training online on an annual basis. This training is an essential tool in building a culture of dignity, respect, and tolerance and aims to prevent discrimination and harassment in the workplace. The course features interactive scenarios, videos, and an episode-based format that includes real cases to keep viewers interested and engaged while providing supervisors and employees with the necessary tools to create a workplace that is free from discrimination and harassment.

## ***Bystander Intervention***

Research has shown that one of the most powerful approaches to preventing sexual and relationship violence is to encourage people to become empowered bystanders through participating in bystander intervention programming. The program, Bringing in the Bystander, is available to students, faculty and staff.

Bringing in the Bystander reflects that the issue of college sexual assault must be addressed not just on the level of individual prevention but as an active systemic and cultural reformation. Individuals are encouraged to use safe and positive interventions when they see or hear about sexual and relationship violence. Some possible strategies include:

- *Direct intervention* – directly approaching either individual in the situation
- *Distraction* – finding a way to distract the individual(s) involved in order to dissolve the situation
- *Delegation* –involving others, such as Title IX and Public Safety, to resolve the situation

No single approach works for every situation. For example, one might approach someone who they think was harmed differently than someone they believe harmed another. Individuals are encouraged to intervene in a manner that ensures their own personal safety is not placed at risk, while contributing to an environment free from discriminating and harassing behaviors.

## ***Risk Reduction***

Effective prevention of sexual and relationship violence, sexual harassment, and other types of harassment and discrimination requires the commitment of community members to foster a respectful community. By raising awareness of many forms of violence, harassment, and discrimination, we can develop strategies for intervening safely and decrease perpetration and bystander inaction and increase empowerment for victims to access resources for reporting and support.

## **Sex Offender Registry and Related Information**

The Sex Offender Registration Act requires the Division of Criminal Justice Services (DCJS) to maintain a Sex Offender Registry. The Registry contains information on sex offenders classified according to their risk of re-offending: low-risk (Level 1), moderate risk (Level 2) and high-risk (Level 3). The Act requires that the Division also maintain a Subdirectory of Level 3 Sex Offenders.

Sex offenders registered in New York are required to notify the Registry of any institution of higher education at which they are, or expect to be, whether for compensation or not, enrolled, attending or employed, and whether such sex offender resides or expects to reside in a facility operated by the institution. Changes in status at the institution of higher education must also be reported.

The following resources provide information relative to advising the Ithaca College community of registered sex offenders:

New York State Sex Offender Registry  
<https://www.ny.gov/services/search-sex-offender-registry>

Tompkins County Sex Offender Registry  
[http://www.sheriffalerts.com/cap\\_main.php?office=56372](http://www.sheriffalerts.com/cap_main.php?office=56372)

Overview of NYS Sex Offender Registration Act (SORA)  
<https://www.criminaljustice.ny.gov/nsor/legalinfo.htm>

## **Federal Campus Sex Crimes Prevention Act**

The Federal Campus Sex Crimes Prevention Act, enacted on October 28, 2000, went into effect October 28, 2002. The law requires institutions of higher education to issue a statement advising the campus community where law enforcement agency information provided by a state concerning registered sex offenders may be obtained. It also requires sex offenders already required to register in a state to provide notice, as required under state law, of each institution of higher education in that state at which the person is employed, carries on a vocation, or is a student.



# Alcohol and Other Drugs (AOD)

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## Alcohol and Other Drugs Prevention Team

The mission of the AOD Team is to reduce substance use and related harm among students in order to maximize student health, safety, learning, and success. Toward this goal, the AOD Team membership works in an interdisciplinary and collaborative manner to create policies, practices, and programs that align with best practices. The Team's shared vision represents six main areas:

1. **Campus Culture:** IC students will experience a supportive environment for making healthy, low-risk decisions regarding alcohol and other drug use;
2. **Harm Reduction:** IC students will understand the potential harm caused by substance use on their wellbeing and success, and will engage in effective harm reduction strategies;
3. **Helping Resources:** IC students will have ready access to compassionate, evidence-based programs and services for alcohol and other drug concerns when needed;
4. **Peer Intervention:** IC students will intervene appropriately with friends who engage in high-risk substance use to help them reduce risk and/or utilize campus services;
5. **Policies and Practices:** IC students will be well informed about campus policies and judicial consequences related to alcohol and other drug use, including the AOD Judicial Protocol and the Medical Amnesty Policy;
6. **Social Options:** IC students will find a variety of options for engaging socially in substance-free activities on campus.

## Medical Amnesty Policy

The Ithaca College Medical Amnesty Policy (MAP) is intended to encourage students to seek medical assistance related to drug and alcohol use without worrying about college judicial consequences. Individuals are strongly encouraged to call for medical assistance for themselves or for a friend/acquaintance who is suffering from the effects of alcohol or other drugs.

## Health Risks Associate with AOD Use

The majority of college students who drink take deliberate steps to lower their risk of experiencing problems and as a result do not suffer serious consequences due to alcohol use. It is important to keep in mind that even small amounts of alcohol impair the judgment and coordination required to safely drive a motor vehicle. College students are disproportionately represented not only in drinking/driving accidents but also in sex offenses and assaults.

Unfortunately, the minority of students who consume alcohol heavily produce results that negatively impact their families, friends, communities, and their own health. Students who drink excessively affect virtually all aspects of a college community. According to the National Institute on Alcohol Abuse and Alcoholism, the following problems occur within the 18- to 24-year-old college population due to drinking:

- academic problems: about 25% of college students report academic consequences due to drinking
- assault: more than 696,000 students are assaulted annually by another student who has been drinking
- drinking/driving: 2.1 million college students drove under the influence of alcohol last year
- police involvement: about 5% of students are involved with the police or campus public safety as a result of their drinking
- alcohol abuse and dependence: 31% of college students met the criteria for a diagnosis of alcohol abuse, and 6% for a diagnosis of dependence
- fatalities: approximately 1,700 college students die each year from alcohol related injuries, including motor vehicle crashes

Numerous factors affect drinking behavior among college students. These factors include living arrangements, college characteristics, biological and genetic predisposition to use, a student's belief system and personality, and expectations about the effects of alcohol. Excessive drinking clearly exposes students to myriad health and safety risks.

The scope and impact of health risks from alcohol and drug abuse are both alarming and well documented, ranging from mood altering to life threatening. Abuse of alcohol and drugs alters behavior, distorts perception, impairs thinking, impedes judgment, and sabotages opportunity. Substance abuse may result in deterioration of physical health by causing or contributing to various diseases, illnesses, or birth defects, which may result in permanent impairment or death.

# Alcohol, Drugs and Weapons Policies

Ithaca College takes seriously the need to enforce rules and laws prohibiting the illicit use of drugs and alcohol on campus and at college-sponsored events. In accordance with the Drug-Free Workplace Act of 1988, the Drug-Free Schools and Communities Act Amendments of 1989, and the Omnibus Transportation Employee Testing Act (OTETA), Ithaca College has adopted this anti-drug and alcohol abuse policy for its employees and students.

*The College does not permit or condone the illicit or unauthorized possession, use, consumption, sale, or distribution of illicit drugs and/or alcohol by students or employees on college property or as part of any college-sponsored activity.*

*The College does not permit or condone the possession or use of firearms, ammunition, fireworks, use of open flames, and/or other dangerous substances, weapons, or materials that are being used as or could be used as weapons at College sponsored activities or on College-owned or operated property.*

- Persons under the age of 21 are prohibited from purchasing, possessing or consuming any type of alcoholic beverage anywhere on campus at any time, including all residence halls and apartments.
- Persons under the age of 21 may not possess empty alcohol containers, including but not limited to beer bottles/cans, wine bottles/box, and liquor bottles.
- Students 21 years or older may possess and consume alcohol in any residence hall or apartment, but they are prohibited from purchasing alcohol for, or providing alcohol to, minors.

The following are prohibited:

- Open containers of any type of alcoholic beverage in public areas on campus, unless at a registered event.
- Possession of multiple-quart containers (kegs, wine boxes, or any container that has a tap) in residence hall rooms at all times.
- High-risk drinking paraphernalia, including but not limited to beer pong tables and beer bongs/funnels; and all drinking games, with or without alcohol.
- Consuming alcohol to the point where the student's behavior poses a danger of causing physical harm to themselves or others.
- The possession of alcoholic beverages at intercollegiate athletic events.
- The possession, use, manufacture, purchase, distribution, or sale of illegal drugs, drug paraphernalia, or prescription drugs without a prescription.

Although New York State law now permits the use of medical marijuana under certain conditions, federal law prohibits all use, possession, and/or cultivation of marijuana at U.S. educational institutions. Federal law also requires any institution of higher education which receives federal funding to have policies in place which prohibit possession and use of marijuana on campus. Therefore, the use, possession, and/or cultivation of marijuana for medical purposes is not allowed in any Ithaca College residence hall or on any other Ithaca College property. No exceptions can be made for any student based on their possession of a medical marijuana certification, registry ID card, or any other proof of medical marijuana eligibility.

**For more information on State and Federal laws as it pertains to Alcohol, Illicit Drugs and Weapons, please see Appendices C, E ,and D**



## **Sanctions**

**Employees:** Faculty and staff who are found in violation of this policy will be subject to appropriate disciplinary action consistent with local, state, and federal laws. Such disciplinary action may include counseling, mandatory participation in an appropriate rehabilitation program, a verbal or written warning, suspension from employment, or termination of employment. In addition, faculty and staff may be referred to appropriate law enforcement authorities for prosecution.

Ithaca College offers supervisors the opportunity to participate in drug awareness education and provides for the dissemination of drug awareness information to all members of the Ithaca College community. Faculty and staff may seek confidential referral, information on insurance coverage, and other information regarding support services from the Office of Human Resources.

**Students:** Students who violate this policy will be charged under the Ithaca College Student Conduct Code. Students found responsible for their actions will receive an appropriate sanction consistent with local, state, and federal laws, up to and including expulsion from the college. Disciplinary measures may include required completion of an appropriate educational/rehabilitation program. In addition, students may be referred to the proper law enforcement authorities.

**For more information on student behavior and judicial response, please review the following document: <https://www.ithaca.edu/file-download/download/public/7482>**

# ALCOHOL & OTHER DRUGS PREVENTION PROGRAMS

## ***Balancing Alcohol & Substance Use to Improve College Success (BASICS)***

BASICS is a confidential service that provides students with an opportunity to explore their alcohol and other drug use. BASICS is designed to assist students in examining their own substance use patterns and experiences in a non-judgmental setting. The goal of BASICS is to help students reduce high-risk behaviors and harmful consequences from substance use so that they can improve their success in college, both personally and academically.

## ***AlcoholEdu***

Ithaca College expects all incoming first year students to complete AlcoholEdu, an on-line alcohol education program, prior to arriving on campus. The course must be completed on a computer, iPad, or tablet with access to the internet and audio capabilities.

## ***Fitsober***

A local organization offering free fitness classes and outdoor events (such as hiking) in a supportive environment for those who are in recovery from addiction. The only requirement for attendance is 48 hours of clean time. Family, friends, support people and those choosing to live a sober lifestyle are also welcome. For more information, please visit [Fitsober.com](http://Fitsober.com).

## ***Al-Anon***

Al-Anon, the twelve-step group for friends and family members of alcoholics and addicts, meets weekly at Ithaca College. The group, officially called the South Hill Higher Ground Al-Anon Family Group, is not affiliated with Ithaca College and is open to students, faculty, staff, and members of the Ithaca community beyond the campus who seek support. The purpose of the meeting is to establish ongoing on-campus support for those who have loved ones contending with addiction. Everything shared by individuals at these meetings will be kept confidential.

For more information on AOD Programs, contact:  
Nancy Reynolds, Program Director, Center for Health Promotion  
[nreynolds@ithaca.edu](mailto:nreynolds@ithaca.edu) | 607-274-7933

# Annual Fire Safety Report

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The Higher Education Opportunity Act includes various provisions related to fire safety and requires institutions with on-campus housing to publish annually a fire safety report that provides statistics on a dormitory-by-dormitory basis. The report provides details such as information on the number of fires, deaths, injuries, fire drills, fire-related property damage, and the type of fire detection systems in each building. In addition, the law requires that institutions must maintain a log of all campus student housing fires, including the nature, date, time, and general location of each fire.

## ***Environmental Health & Safety (EH&S)***

Environmental Health & Safety strives to create a safe environment for IC community members through education and outreach as well as ensuring the College's compliance with environmental, health and safety regulations. The EH&S team consists of skilled, experienced professionals who specialize in fire detection and suppression systems, state and local building codes, occupational safety, and environmental health.

## ***Fire Protection Systems: Main Campus***

Each residence hall is equipped with a variety of fire protection features as described below.

1. Fire suppression system – Every residence hall contains a complete automatic water based fire suppression (sprinkler) system.
2. Simplex Addressable Fire Alarm system – Every residence hall contains a full fire detection system consisting of smoke detection, heat detection, manual pull stations, water flow detection (sprinkler), and carbon monoxide detection.
3. Fire Extinguishers – Every residence hall is equipped with fire extinguishers.

All fire protection systems are continuously monitored and system trouble/alarms ring directly into the Public Safety Communications Center/proprietary supervisory station, for immediate response by public safety personnel and the Ithaca Fire Department.

## ***Fire Protection Systems: ICLA***

All of the apartments at AVA Toluca Hills are equipped with fire alarm systems, smoke detectors, fire extinguishers and carbon monoxide alarms/detectors.

## ***Policy Governing Residential Life***

The Residential Life Student Handbook provides policy information on various fire safety rules and regulations such as prohibited appliances and other important information related to residential life and safety. To view the Residential Life Student Handbook visit [ithaca.edu/reslife/guide](http://ithaca.edu/reslife/guide).

### ***Prohibited Items***

The following items are strictly prohibited to secure the Colleges' property and the community's safety. Any illegal appliance that comes to the attention of a Colleges official will be confiscated and the student will be referred judicially.

These items are prohibited (this list is a reference and not exhaustive):

- Candles/open flame devices Incense
- Tapestries or other wall coverings, including flags
- Halogen or torchier lamps
- Extension cords (only power strips with re-settable circuit breakers are allowed)
- Toaster ovens/hot plates/hot water pots/Foreman grills coffee pots (units with an auto shut-off feature and Keurig-style coffee makers are allowed)
- Microwave ovens
- Large refrigerators (above 3-cubic-feet)
- Fireworks/pyrotechnics flammable liquids space heater or air conditioners

### ***Smoking Policy***

Smoking includes but is not limited to use of cigarettes, cigars, pipes, e-cigarattes, and personal vaporizers or other devices associated with vaping.

Smoking is prohibited in all college owned or operated buildings and intercollegiate events (both indoor and outdoor). Students smoking indoors will be judicially referred and could face a fine.

### ***Fire and Life Safety Programs***

EH&S provides fire safety educational opportunities throughout the academic year, during new student orientations, fire safety discussions during evacuation drills and a building fire safety emergency action plan is provided to all students and posted in each building. Specialized safety training such as proper use of fire extinguishers, evacuation planning and procedures, fire behavior, malicious activation of fire alarms, and assessing living areas for fire safety hazards can be provided upon request by calling EH&S at 607-274-3353

For more information on Fire Safety, contact:

Tim Ryan, Assistant Director, EH&S

[tryan@ithaca.edu](mailto:tryan@ithaca.edu) | 607-274-3757

## **Fire Evacuation Procedures**

Call Public Safety 607 274-3333 or 911 from a campus phone to report a fire or any other emergency

Each building has a floor plan that shows the locations of fire alarm pull stations, exits, and fire extinguishers. Know the locations of these and the designated assembly area for your building before an emergency occurs.

*In the event of a fire, follow these steps:*

- 1) If there is smoke, stay near the floor where the smoke is less dense
- 2) Pull the nearest pull-station
- 3) Walk or crawl to the nearest EXIT
  - o Alert others to do the same on your way out.
  - o Do not try to use the elevator.
  - o Close doors as you leave (do not lock)
  - o Assist people with mobility impairments
- 4) Proceed to the assembly area designated for your building or department
  - o Keep clear of emergency vehicle traffic, fire lanes, hydrants, hose connections, and walkways leading to the building
  - o Stay put so people can be accounted for Supervisors (or designee) must account for his/her personnel
- 5) Do not return to the building until told to do so by a Public Safety or Ithaca Fire Department.

*If you are trapped in a building, call 911 (if possible) to report your exact location. If there is a window available, place an article of clothing, towel, etc. (preferably white), outside the window as a marker for rescue crews.*

*Stay low to reduce exposure to smoke Shout at regular intervals to alert rescue crews to your location. **STAY CALM.***

## **Fire Evacuation Drills**

As required by the New York State Uniform Fire Code, fire evacuation drills are conducted twice (2) a semester in residence halls. The first drill will occur within the first ten (10) days after the start of the semester. One (1) drill will be conducted during the hours after sunset or before sunrise and one (1) drill will be held during daylight hours. Staff from the Office of Public Safety – EH&S, conduct the fire drills.

*In 2016, 2017 and 2018 two drills per semester were conducted.*

## **Future Improvements in Fire Safety**

IC has committed to continue, as funds are available, the annual process of upgrading residence hall fire alarm systems as needed. All current fire alarm systems meet the relevant codes and regulations. The process of upgrading systems is voluntary and continues the College's commitment to fire safety.



# IC Main Campus, 2018 Fire Statistics

## 2018 Fires - On-campus Student Housing Facilities

Name of Facility and Street Address	Number of Fires	Date of fire	Category	Cause of Fire	Fire Related Injuries	Fire Related Deaths	Property Damage
Emerson Hall -127 Grant Egbert Boulevard East	1	3/22/2018	Unintentional	Cooking- Oven fire	0	0	\$0-99
Hood Hall -282 Lyceum Drive	1	9/23/2018	Unintentional	Cooking- Oven fire	0	0	\$0-99
Holmes Hall -288 Lyceum Drive	0	-	-	-	0	0	\$0-99
Hilliard Hall -280 Lyceum Drive	0	-	-	-	0	0	-
Eastman Hall -416 Grant Egbert Boulevard	0	-	-	-	0	0	-
Landon Hall -326 Grant Egbert Boulevard	1	3/29/2018	Intentional	Burned paper sign	0	0	\$0-99
Bogart Hall -334 Grant Egbert Boulevard	0	-	-	-	0	0	-
Lyon Hall -412 Grant Egbert Boulevard	0	-	-	-	0	0	-
Clarke Hall -406 Grant Egbert Boulevard	0	-	-	-	0	0	-
Rowland Hall -284 Lyceum Drive	1	3/30/2018	Intentional	Burn marks on couch cushions.	0	0	\$100-999
Boothroyd Hall -241 Lyceum Drive	0	-	-	-	0	0	-
Tallcott Hall -286 Lyceum Drive	1	12/9/2018	Unintentional	Vape Pen malfunction	0	0	\$100-999
Garden Apt. 25 -138 Grant Egbert Boulevard East	0	-	-	-	0	0	-
Garden Apt. 26 -136 Grant Egbert Boulevard East	1	10/21/2018	Unintentional	Cooking-Stovetop fire	0	0	\$0-99
Garden Apt. 27 -134 Grant Egbert Boulevard East	0	-	-	-	0	0	-
Garden Apt. 28 -132 Grant Egbert Boulevard East	0	-	-	-	0	0	-
Garden Apt. 29 -126 Grant Egbert Boulevard East	0	-	-	-	0	0	-
Terrace 1 -123 Tower Skyline Drive	0	-	-	-	0	0	-
Terrace 2 -119 Tower Skyline Drive	0	-	-	-	0	0	-
Terrace 3 -98 Flora Brown Drive	0	-	-	-	0	0	-
Terrace 4 -100 Flora Brown Drive	0	-	-	-	0	0	-
Terrace 5 -102 Flora Brown Drive	0	-	-	-	0	0	-
Terrace 6 -104 Flora Brown Drive	0	-	-	-	0	0	-
Terrace 7 -106 Flora Brown Drive	0	-	-	-	0	0	-
Terrace 8 -108 Flora Brown Drive	0	-	-	-	0	0	-
Terrace 9 -110 Flora Brown Drive	0	-	-	-	0	0	-
Terrace 10 -112 Flora Brown Drive	0	-	-	-	0	0	-
Terrace 11 -114 Flora Brown Drive	0	-	-	-	0	0	-
Terrace 12 -116 Flora Brown Drive	0	-	-	-	0	0	-
Terrace 13 -130 Flora Brown Drive	0	-	-	-	0	0	-
East Tower -143 Tower Skyline Drive	3	1/25/2018	Unintentional	Hot Plate left in clothes drawer	0	0	\$100,000-249,000
		2/1/2018	Unintentional	Faulty phone charger	0	0	\$0-99
		12/5/2018	Unintentional	Cooking- Oven fire	0	0	\$0-99
West Tower -151 Tower Skyline Drive	0	-	-	-	0	0	-
College Circles 111 -111 College Circle	0	-	-	-	0	0	-
College Circles 110 -110 College Circle	0	-	-	-	0	0	-
College Circle 121 -121 College Circle	0	-	-	-	0	0	-
College Circle 120 -120 College Circle	0	-	-	-	0	0	-
College Circle 131 -131 College Circle	0	-	-	-	0	0	-
College Circle 130 -130 College Circle	1	10/18/2018	Unintentional	Cooking-stovetop fire	0	0	\$0-99
College Circle 150 -150 College Circle	0	-	-	-	0	0	-
College Circle 160 -160 College Circle	0	-	-	-	0	0	-
College Circle 171 -171 College Circle	0	-	-	-	0	0	-
College Circle 170 -170 College Circle	0	-	-	-	0	0	-
College Circle 175 -175 College Circle	0	-	-	-	0	0	-
College Circle 180 -180 College Circle	0	-	-	-	0	0	-
College Circle 181 -181 College Circle	0	-	-	-	0	0	-
College Circle 190 -190 College Circle	0	-	-	-	0	0	-
College Circle 185 -185 College Circle	0	-	-	-	0	0	-
College Circle 351 -351 College Circle Lane	0	-	-	-	0	0	-
College Circle 341 -341 College Circle Lane	0	-	-	-	0	0	-
College Circle 10 -10 College Circle Drive	0	-	-	-	0	0	-
College Circle 12 -12 College Circle Drive	1	11/10/2018	Unintentional	Cooking-Stovetop fire	0	0	\$0-99
College Circle 141 -141 College Circle	0	-	-	-	0	0	-
College Circle 151 -151 College Circle	0	-	-	-	0	0	-
College Circle 211 -211 Flora Brown Drive	0	-	-	-	0	0	-

# IC Main Campus, 2017 Fire Statistics

## 2017 Fires - On-campus Student Housing Facilities

Name of Facility and Street Address	Number of Fires	Date of fire	Category	Cause of Fire	Fire Related Injuries	Fire Related Deaths	Property Damage
Emerson Hall -127 Grant Egbert Boulevard East	1	10/25/2017	Intentional	Papers on a door	0	0	\$0-99
Hood Hall -282 Lyceum Drive	0	-	-	-	0	0	-
Holmes Hall -288 Lyceum Drive	1	1/24/2017	Intentional	Papers on a door	0	0	\$0-99
Hilliard Hall -280 Lyceum Drive	0	-	-	-	0	0	-
Eastman Hall -416 Grant Egbert Boulevard	2	1/13/2017	Unintentional	Stove top	0	0	\$0-99
		12/15/2017	Unintentional	Dryer duct fire	0	0	\$0-99
		5/15/2017	Intentional	Papers on a door	0	0	\$0-99
Landon Hall -326 Grant Egbert Boulevard	1				0	0	\$0-99
Bogart Hall -334 Grant Egbert Boulevard	0	-	-	-	0	0	-
Lyon Hall -412 Grant Egbert Boulevard	0	-	-	-	0	0	-
Clarke Hall -406 Grant Egbert Boulevard	0	-	-	-	0	0	-
Rowland Hall -284 Lyceum Drive	1	7/19/2017	Unintentional	Oven fire	0	0	\$0-99
Boothroyd Hall -241 Lyceum Drive	0	-	-	-	0	0	-
Talldott Hall -286 Lyceum Drive	0	-	-	-	0	0	-
Garden Apt. 25 -138 Grant Egbert Boulevard East	0	-	-	-	0	0	-
Garden Apt. 26 -136 Grant Egbert Boulevard East	1	11/7/2017	Intentional	Leaves on the balcony	0	0	\$0-99
Garden Apt. 27 -134 Grant Egbert Boulevard East	0	-	-	-	0	0	-
Garden Apt. 28 -132 Grant Egbert Boulevard East	0	-	-	-	0	0	-
Garden Apt. 29 -126 Grant Egbert Boulevard East	0	-	-	-	0	0	-
Terrace 1 -123 Tower Skyline Drive	0	-	-	-	0	0	-
Terrace 2 -119 Tower Skyline Drive	0	-	-	-	0	0	-
Terrace 3 -98 Flora Brown Drive	0	-	-	-	0	0	-
Terrace 4 -100 Flora Brown Drive	0	-	-	-	0	0	-
Terrace 5 -102 Flora Brown Drive	0	-	-	-	0	0	-
Terrace 6 -104 Flora Brown Drive	0	-	-	-	0	0	-
Terrace 7 -106 Flora Brown Drive	0	-	-	-	0	0	-
Terrace 8 -108 Flora Brown Drive	0	-	-	-	0	0	-
Terrace 9 -110 Flora Brown Drive	0	-	-	-	0	0	-
Terrace 10 -112 Flora Brown Drive	0	-	-	-	0	0	-
Terrace 11 -114 Flora Brown Drive	0	-	-	-	0	0	-
Terrace 12 -116 Flora Brown Drive	0	-	-	-	0	0	-
Terrace 13 -130 Flora Brown Drive	0	-	-	-	0	0	-
East Tower -143 Tower Skyline Drive	0	-	-	-	0	0	-
West Tower -151 Tower Skyline Drive	0	-	-	-	0	0	-
College Circles 111 -111 College Circle	0	-	-	-	0	0	-
College Circles 110 -110 College Circle	0	-	-	-	0	0	-
College Circle 121 -121 College Circle	0	-	-	-	0	0	-
College Circle 120 -120 College Circle	0	-	-	-	0	0	-
College Circle 131 -131 College Circle	0	-	-	-	0	0	-
College Circle 130 -130 College Circle	0	-	-	-	0	0	-
College Circle 150 -150 College Circle	0	-	-	-	0	0	-
College Circle 160 -160 College Circle	0	-	-	-	0	0	-
College Circle 171 -171 College Circle	0	-	-	-	0	0	-
College Circle 170 -170 College Circle	0	-	-	-	0	0	-
College Circle 175 -175 College Circle	0	-	-	-	0	0	-
College Circle 180 -180 College Circle	1	2/13/2017	Unintentional	Oven fire	0	0	\$0-99
College Circle 181 -181 College Circle	0	-	-	-	0	0	-
College Circle 190 -190 College Circle	0	-	-	-	0	0	-
College Circle 185 -185 College Circle	0	-	-	-	0	0	-
College Circle 351 -351 College Circle Lane	0	-	-	-	0	0	-
College Circle 341 -341 College Circle Lane	0	-	-	-	0	0	-
College Circle 10 -10 College Circle Drive	0	-	-	-	0	0	-
College Circle 12 -12 College Circle Drive	0	-	-	-	0	0	-
College Circle 141 -141 College Circle	0	-	-	-	0	0	-
College Circle 151 -151 College Circle	0	-	-	-	0	0	-
College Circle 211 -211 Flora Brown Drive	0	-	-	-	0	0	-

# IC Main Campus, 2016 Fire Statistics

## 2016 Fires - On-campus Student Housing Facilities

Name of Facility and Street Address	Number of Fires	Date of fire	Category	Cause of Fire	Fire Related Injuries	Fire Related Deaths	Property Damage
Emerson Hall -127 Grant Egbert Boulevard East	1	4/8/2016	Unintentional	Heater knob fell on element	0	0	\$0-99
Hood Hall -282 Lyceum Drive	0	-	-	-	0	0	-
Holmes Hall -288 Lyceum Drive	0	-	-	-	0	0	-
Hilliard Hall -280 Lyceum Drive	0	-	-	-	0	0	-
Eastman Hall -416 Grant Egbert Boulevard	1	2/20/2016	Unintentional	Stove top	0	0	\$0-99
Landon Hall -326 Grant Egbert Boulevard	1	10/18/2016	Intensional	Burn marks on the balcony soffit	0	0	\$0-99
Bogart Hall -334 Grant Egbert Boulevard	0	-	-	-	0	0	-
Lyon Hall -412 Grant Egbert Boulevard	0	-	-	-	0	0	-
Clarke Hall -406 Grant Egbert Boulevard	0	-	-	-	0	0	-
Rowland Hall -284 Lyceum Drive	0	-	-	-	0	0	-
Boothroyd Hall -241 Lyceum Drive	0	-	-	-	0	0	-
Talcott Hall -286 Lyceum Drive	0	-	-	-	0	0	-
Garden Apt. 25 -138 Grant Egbert Boulevard East	0	-	-	-	0	0	-
Garden Apt. 26 -136 Grant Egbert Boulevard East	0	-	-	-	0	0	-
Garden Apt. 27 -134 Grant Egbert Boulevard East	0	-	-	-	0	0	-
Garden Apt. 28 -132 Grant Egbert Boulevard East	0	-	-	-	0	0	-
Garden Apt. 29 -126 Grant Egbert Boulevard East	0	-	-	-	0	0	-
Terrace 1 -123 Tower Skyline Drive	0	-	-	-	0	0	-
Terrace 2 -119 Tower Skyline Drive	0	-	-	-	0	0	-
Terrace 3 -98 Flora Brown Drive	0	-	-	-	0	0	-
Terrace 4 -100 Flora Brown Drive	0	-	-	-	0	0	-
Terrace 5 -102 Flora Brown Drive	0	-	-	-	0	0	-
Terrace 6 -104 Flora Brown Drive	1	9/11/2016	Unintentional	Cardboard too close to stove	0	0	\$0-99
Terrace 7 -106 Flora Brown Drive	0	-	-	-	0	0	-
Terrace 8 -108 Flora Brown Drive	0	-	-	-	0	0	-
Terrace 9 -110 Flora Brown Drive	0	-	-	-	0	0	-
Terrace 10 -112 Flora Brown Drive	0	-	-	-	0	0	-
Terrace 11 -114 Flora Brown Drive	0	-	-	-	0	0	-
Terrace 12 -116 Flora Brown Drive	0	-	-	-	0	0	-
Terrace 13 -130 Flora Brown Drive	0	-	-	-	0	0	-
East Tower -143 Tower Skyline Drive	0	-	-	-	0	0	-
West Tower -151 Tower Skyline Drive	0	-	-	-	0	0	-
College Circles 111 -111 College Circle	0	-	-	-	0	0	-
College Circles 110 -110 College Circle	0	-	-	-	0	0	-
College Circle 121 -121 College Circle	0	-	-	-	0	0	-
College Circle 120 -120 College Circle	0	-	-	-	0	0	-
College Circle 131 -131 College Circle	0	-	-	-	0	0	-
College Circle 130 -130 College Circle	0	-	-	-	0	0	-
College Circle 150 -150 College Circle	0	-	-	-	0	0	-
College Circle 160 -160 College Circle	0	-	-	-	0	0	-
College Circle 171 -171 College Circle	1	6/1/2016	Unintentional	Stove top	0	0	\$0-99
College Circle 170 -170 College Circle	0	-	-	-	0	0	-
College Circle 175 -175 College Circle	0	-	-	-	0	0	-
College Circle 180 -180 College Circle	0	-	-	-	0	0	-
College Circle 181 -181 College Circle	1	4/29/2016	Unintentional	Toaster oven	0	0	\$0-99
College Circle 190 -190 College Circle	1	5/13/2016	Unintentional	Oven fire	0	0	\$0-99
College Circle 185 -185 College Circle	0	-	-	-	0	0	-
College Circle 351 -351 College Circle Lane	0	-	-	-	0	0	-
College Circle 341 -341 College Circle Lane	0	-	-	-	0	0	-
College Circle 10 -10 College Circle Drive	0	-	-	-	0	0	-
College Circle 12 -12 College Circle Drive	1	10/12/2016	Unintentional	Stove top	0	0	\$0-99
College Circle 141 -141 College Circle	0	-	-	-	0	0	-
College Circle 151 -151 College Circle	0	-	-	-	0	0	-
College Circle 211 -211 Flora Brown Drive	0	-	-	-	0	0	-

# IC Los Angeles, Fire Statistics 2016-2018

## Fire Safety Statistics CY2016

Toluca Hills Apartments By Avalon 3600 Barham Blvd. Los Angeles, CA. 90068

Building	Street Address	Number of Fires	Date of fire	Category	Cause of Fire	Fire Related Injuries	Fire Related Deaths	Property Damage
A	3720 Barham Blvd	0	-	-	-	0	0	0.00
B	3716 Barham Blvd	0	-	-	-	0	0	0.00
C	3712 Barham Blvd	0	-	-	-	0	0	0.00
D	3708 Barham Blvd	0	-	-	-	0	0	0.00
E	3704 Barham Blvd	0	-	-	-	0	0	0.00
F	3696 Barham Blvd	0	-	-	-	0	0	0.00
G	3690 Barham Blvd	0	-	-	-	0	0	0.00
H	3686 Barham Blvd	0	-	-	-	0	0	0.00
J	3682 Barham Blvd	0	-	-	-	0	0	0.00
K	3678 Barham Blvd	0	-	-	-	0	0	0.00
L	3674 Barham Blvd	0	-	-	-	0	0	0.00
M	3662 Barham Blvd	0	-	-	-	0	0	0.00
N	3666 Barham Blvd	0	-	-	-	0	0	0.00
P	3658 Barham Blvd	0	-	-	-	0	0	0.00
Q	3654 Barham Blvd	0	-	-	-	0	0	0.00
R	3640 Barham Blvd	0	-	-	-	0	0	0.00
S	3636 Barham Blvd	0	-	-	-	0	0	0.00
T	3650 Barham Blvd	0	-	-	-	0	0	0.00
U	3608 Barham Blvd	0	-	-	-	0	0	0.00
W	3612 Barham Blvd	0	-	-	-	0	0	0.00
X	3616 Barham Blvd	0	-	-	-	0	0	0.00
Y	3620 Barham Blvd	0	-	-	-	0	0	0.00
Z	3630 Barham Blvd	0	-	-	-	0	0	0.00

## Fire Safety Statistics CY2017

Toluca Hills Apartments By Avalon 3600 Barham Blvd. Los Angeles, CA. 90068

Building	Street Address	Number of Fires	Date of fire	Category	Cause of Fire	Fire Related Injuries	Fire Related Deaths	Property Damage
A	3720 Barham Blvd	0	-	-	-	0	0	0.00
B	3716 Barham Blvd	0	-	-	-	0	0	0.00
C	3712 Barham Blvd	0	-	-	-	0	0	0.00
D	3708 Barham Blvd	0	-	-	-	0	0	0.00
E	3704 Barham Blvd	0	-	-	-	0	0	0.00
F	3696 Barham Blvd	0	-	-	-	0	0	0.00
G	3690 Barham Blvd	0	-	-	-	0	0	0.00
H	3686 Barham Blvd	0	-	-	-	0	0	0.00
J	3682 Barham Blvd	0	-	-	-	0	0	0.00
K	3678 Barham Blvd	0	-	-	-	0	0	0.00
L	3674 Barham Blvd	0	-	-	-	0	0	0.00
M	3662 Barham Blvd	0	-	-	-	0	0	0.00
N	3666 Barham Blvd	0	-	-	-	0	0	0.00
P	3658 Barham Blvd	0	-	-	-	0	0	0.00
Q	3654 Barham Blvd	0	-	-	-	0	0	0.00
R	3640 Barham Blvd	0	-	-	-	0	0	0.00
S	3636 Barham Blvd	0	-	-	-	0	0	0.00
T	3650 Barham Blvd	0	-	-	-	0	0	0.00
U	3608 Barham Blvd	0	-	-	-	0	0	0.00
W	3612 Barham Blvd	0	-	-	-	0	0	0.00
X	3616 Barham Blvd	0	-	-	-	0	0	0.00
Y	3620 Barham Blvd	0	-	-	-	0	0	0.00
Z	3630 Barham Blvd	0	-	-	-	0	0	0.00

## Fire Safety Statistics CY2018

Toluca Hills Apartments By Avalon 3600 Barham Blvd. Los Angeles, CA. 90068

Building	Street Address	Number of Fires	Date of fire	Category	Cause of Fire	Fire Related Injuries	Fire Related Deaths	Property Damage
A	3720 Barham Blvd	0	-	-	-	0	0	0.00
B	3716 Barham Blvd	0	-	-	-	0	0	0.00
C	3712 Barham Blvd	0	-	-	-	0	0	0.00
D	3708 Barham Blvd	0	-	-	-	0	0	0.00
E	3704 Barham Blvd	0	-	-	-	0	0	0.00
F	3696 Barham Blvd	0	-	-	-	0	0	0.00
G	3690 Barham Blvd	0	-	-	-	0	0	0.00
H	3686 Barham Blvd	0	-	-	-	0	0	0.00
J	3682 Barham Blvd	0	-	-	-	0	0	0.00
K	3678 Barham Blvd	0	-	-	-	0	0	0.00
L	3674 Barham Blvd	0	-	-	-	0	0	0.00
M	3662 Barham Blvd	0	-	-	-	0	0	0.00
N	3666 Barham Blvd	0	-	-	-	0	0	0.00
P	3658 Barham Blvd	0	-	-	-	0	0	0.00
Q	3654 Barham Blvd	0	-	-	-	0	0	0.00
R	3640 Barham Blvd	0	-	-	-	0	0	0.00
S	3636 Barham Blvd	0	-	-	-	0	0	0.00
T	3650 Barham Blvd	0	-	-	-	0	0	0.00
U	3608 Barham Blvd	0	-	-	-	0	0	0.00
W	3612 Barham Blvd	0	-	-	-	0	0	0.00
X	3616 Barham Blvd	0	-	-	-	0	0	0.00
Y	3620 Barham Blvd	0	-	-	-	0	0	0.00
Z	3630 Barham Blvd	0	-	-	-	0	0	0.00

# Resources

## On-Campus Resources

Public Safety | 607-274-3333

Title IX | 607-274-7761

Center for IDEAS | 607-274-7777

LGBTQ Resource Center | 607-274-7394

Hammond Health Center | 607-274-3177

Counseling and Psychological Services | 607-274-3136

Office of Case Management | 607-274-7731

Office of Religious and Spiritual Life | 607-274-3103

## Off-Campus Resources

The Advocacy Center | office 607-277-3203

The Cayuga Medical Center | 607-274-4411

Mental Health Association of Tompkins County | 607-273-9250

New York State Office of Victim Services | 800-247-8035

Alanon/Alateen | 888-4ALANON

Alcoholics Anonymous | 607-273-1541

Alcohol and Drug Council of Tompkins County | 607-274-6288

Alcohol Treatment | 24-Hour Helpline – 800-314-2684

Cayuga Addiction Recovery Services | 607-273-5500

Narcotics Anonymous | 607-387-8292

Tompkins County Mental Health Clinic | 607-274-6200

## Hotline Phone Numbers

The Advocacy Center | 24 hour hotline: **607-277-5000**

Suicide Prevention & Crisis Center | **800-273-TALK (8255)**

NYS Hotline for Sexual Assault & Domestic Violence | **800-942-6906**

National Clearinghouse for Drug and Alcohol Information | **800-729-6686**

New York State's OASAS Drug Abuse Information Line | **800-522-5353**

## SANE

Ithaca College has a protocol in place to assist student victims of sexual assault to and/or from the hospital in an effort to reduce barriers to access of the SANE program at Cayuga Medical Center (CMC). The College will cover the costs of transportation by our local taxi companies to and/or from CMC for students who might be victims of sexual assault to include the transportation costs of any individual(s) the victim chooses to accompany them (to and/or from CMC), whether or not they are transported at the same time as the victim. This service may extend to other area hospitals and students are encouraged to call regardless of the hospital location or circumstances.



## Appendix A: New York State Laws and Relevant Statutes

### Sex Offenses:

130.00 Sex offenses; definitions of terms. The following definitions are applicable to this article:

1. "Sexual intercourse" has its ordinary meaning and occurs upon any penetration, however slight.
2. (a) "Oral sexual conduct" means conduct between persons consisting of contact between the mouth and the penis, the mouth and the anus, or the mouth and the vulva or vagina.  
(b) "Anal sexual conduct" means conduct between persons consisting of contact between the penis and anus.
3. "Sexual contact" means any touching of the sexual or other intimate parts of a person for the purpose of gratifying sexual desire of either party. It includes the touching of the actor by the victim, as well as the touching of the victim by the actor, whether directly or through clothing, as well as the emission of ejaculate by the actor upon any part of the victim, clothed or unclothed.
4. For the purposes of this article "married" means the existence of the relationship between the actor and the victim as spouses which is recognized by law at the time the actor commits an offense proscribed by this article against the victim.
5. "Mentally disabled" means that a person suffers from a mental disease or defect which renders him or her incapable of appraising the nature of his or her conduct.
6. "Mentally incapacitated" means that a person is rendered temporarily incapable of appraising or controlling his conduct owing to the influence of a narcotic or intoxicating substance administered to him without his consent, or to any other act committed upon him without his consent.
7. "Physically helpless" means that a person is unconscious or for any other reason is physically unable to communicate unwillingness to an act.
8. "Forcible compulsion" means to compel by either: a. use of physical force; or b. a threat, express or implied, which places a person in fear of immediate death or physical injury to himself, herself or another person, or in fear that he, she or another person will immediately be kidnapped.
9. "Foreign object" means any instrument or article which, when inserted in the vagina, urethra, penis, rectum or anus, is capable of causing physical injury.
10. "Sexual conduct" means sexual intercourse, oral sexual conduct, anal sexual conduct, aggravated sexual contact or sexual contact.
11. "Aggravated sexual contact" means inserting, other than for a valid medical purpose, a foreign object in the vagina, urethra, penis, rectum or anus of a child, thereby causing physical injury to such child.
12. "Health care provider" means any person who is, or is required to be, licensed or registered or holds himself or herself out to be licensed or registered, or provides services as if he or she were licensed or registered in the profession of medicine, chiropractic, dentistry or podiatry under any of the following: article one hundred thirty-one, one hundred thirty-two, one hundred thirty-three, or one hundred forty-one of the education law.
13. "Mental health care provider" shall mean a licensed physician, licensed psychologist, registered professional nurse, licensed clinical social worker or a licensed master social worker under the supervision of a physician, psychologist or licensed clinical social worker.

**Criminal Sexual Act:** Criminal sexual act is defined as engaging in oral sexual conduct or anal sexual conduct by forcible compulsion or by engaging in such action with a person who is incapable of consent. Penalties--The criminal act statutes are classified as felonies with penalties of up to 25 years' imprisonment and/or a fine of up to \$5,000.

**Sexual Abuse and Aggravated Sexual Abuse:** Sexual abuse and aggravated sexual abuse are defined as subjecting another person to sexual contact by forcible compulsion or subjecting another person who is incapable of consent to sexual contact. The use of a foreign object or finger inserted in the vagina, urethra, penis, or rectum constitutes aggravated sexual abuse. Penalties--The penalty for a sexual abuse offense may range from three months' imprisonment and/or a \$500 fine to 25 years imprisonment and/or a \$5,000 fine. Some types of sexual abuse may be classified as felonies.

## ***Rape and Forcible Touching:***

S 130.25 Rape in the third degree. A person is guilty of rape in the third degree when:

1. He or she engages in sexual intercourse with another person who is incapable of consent by reason of some factor other than being less than seventeen years old;
2. Being twenty-one years old or more, he or she engages in sexual intercourse with another person less than seventeen years old; or
3. He or she engages in sexual intercourse with another person without such person's consent where such lack of consent is by reason of some factor other than incapacity to consent.

Rape in the third degree is a class E felony.

S 130.30 Rape in the second degree. A person is guilty of rape in the second degree when:

1. being eighteen years old or more, he or she engages in sexual intercourse with another person less than fifteen years old; or
2. he or she engages in sexual intercourse with another person who is incapable of consent by reason of being mentally disabled or mentally incapacitated. It shall be an affirmative defense to the crime of rape in the second degree as defined in subdivision one of this section that the defendant was less than four years older than the victim at the time of the act.

Rape in the second degree is a class D felony.

S 130.35 Rape in the first degree. A person is guilty of rape in the first degree when he or she engages in sexual intercourse with another person:

1. By forcible compulsion; or
2. Who is incapable of consent by reason of being physically helpless; or
3. Who is less than eleven years old; or
4. Who is less than thirteen years old and the actor is eighteen years old or more.

Rape in the first degree is a class B felony.

S 130.52 Forcible touching. A person is guilty of forcible touching when such person intentionally, and for no legitimate purpose:

1. forcibly touches the sexual or other intimate parts of another person for the purpose of degrading or abusing such person, or for the purpose of gratifying the actor's sexual desire; or
2. subjects another person to sexual contact for the purpose of gratifying the actor's sexual desire and with intent to degrade or abuse such other person while such other person is a passenger on a bus, train, or subway car operated by any transit agency, authority or company, public or private, whose operation is authorized by New York state or any of its political subdivisions.

## Appendix B: New York State Family Offense

### *Family Offense Defined:*

The following crimes are considered family offenses when committed between current or former spouses, parent and child, or members of the same family or household:

disorderly conduct, harassment in the first and second degree, aggravated harassment in the second degree, sexual misconduct, forcible touching, sexual abuse in the third degree, sexual abuse in the second degree, when the victim is incapable of consent for some reason other than being under the age of 17, stalking in the first, second, third, and fourth degree, criminal mischief menacing in the second and third degree, reckless endangerment, criminal obstruction of breathing or blood circulation, strangulation in the first and second degree, and assault, in the second and third degree and attempted assault.

The following persons are considered "members of the same family or household":

- persons related by blood or marriage, current or former spouses, co-parents of a child, regardless of whether the persons have ever been married or lived together, and persons who are in or have been in an intimate relationship, regardless of whether such persons have ever lived together

In determining whether two people are in an intimate relationship, the court may consider the following factors: the type of the relationship, the frequency of the couple's interaction, and the duration of the relationship.

The court may consider additional factors, and the relationship does not have to be sexual in order to be considered intimate. (N.Y. Family Court Act § 812)

Sentences for conviction of a family offense can vary in severity. For example, third-degree assault is a Class A misdemeanor, punishable by up to a year in jail and a \$1,000 fine, while first-degree strangulation is a Class C felony, punishable by up to 15 years in prison and a \$5,000 fine.

### *Temporary Orders of Protection*

When a person is charged in criminal court with committing any crime against a current or former spouse, a family member, a parent or child, or a member of the same household, a court may issue a temporary order of protection. A victim may also file a petition for an order of protection in a family court proceeding. A victim can file a petition for an order of protection even if the offender has not been arrested. After reviewing the petition and asking the victim questions, the judge will issue the temporary order upon

determining that the victim is in need of an order of protection. A temporary order of protection may be issued *ex parte*, that is, without notifying the offender prior to the judge issuing the order.

A temporary order of protection may contain provisions that:

- require the defendant stay away from the home, workplace, or school of the household or family member or any witness designated in the order
- set a child visitation schedule for a parent prohibit the defendant committing criminal offenses against a family or household member or a child
- prohibit the defendant from committing acts that create an unreasonable risk to the health, safety, and welfare of a child or a family or household member
- require the defendant to allow a designated person the right to enter the residence at a specific time to remove personal belongings, and prohibit the defendant from
- harming any pet kept by the victim or a child residing in the household.



## **Appendix C: New York State Alcoholic Beverage Control Law**

In New York State it is illegal (except in limited circumstances as expressly provided under the law) for anyone under the age of 21 to possess any alcoholic beverage with the intent to consume such beverage. A fine of up to \$50 and/or an appropriate amount of community service not to exceed 30 hours and/or completion of an alcohol awareness program may be imposed for a violation.

If a person presents written evidence of age that is false or fraudulent or not actually his or her own for the purpose of purchasing or attempting to purchase any alcoholic beverage, a fine of not more than \$100 and/or an appropriate amount of community service not to exceed 30 hours and/or completion of an alcohol awareness program may be imposed if it is a first violation. Increasingly severe penalties may be imposed for second, third and subsequent violations.

It is illegal to sell, deliver, or give away alcoholic beverages to a person, actually or apparently, under the age of 21 or to a visibly intoxicated person. A conviction may result in a fine of up to \$200 and/or five days in jail.

### ***New York State Vehicle and Traffic Law***

Driving while intoxicated is a criminal offense and may result in a fine of not less than \$500, a six-month license revocation, and/or up to one year in jail. A subsequent conviction may result in a more serious sentence.

### ***New York State Penal Law***

A driver of any age who is intoxicated and causes someone's death in an accident may be charged with vehicular manslaughter in the second degree and fined up to \$5,000 and/or sentenced to up to seven years in prison.

### ***New York State General Obligations Law***

If a person is injured by someone under the age of 21 who is intoxicated or whose ability is impaired, the injured person has a right of action against the person who caused such impairment and has a right to recover damages.

If a person is injured by someone who is intoxicated or by reason of that person's intoxication, the injured person has a right of action against the person who unlawfully caused or contributed to such intoxication and has a right to recover damages.

### ***City of Ithaca Alcoholic Beverage Ordinance***

In April 2004 the City of Ithaca amended its municipal code entitled "Alcoholic Beverages." The City of Ithaca Alcoholic Beverage Code contains a number of provisions; those most applicable to college students include the following:

#### **§ 128-1. Findings and purpose**

A. The Common Council finds that the unrestricted consumption of alcoholic beverages in certain public places often leads to disorders and related problems as well as the littering of such public place and the development of unsanitary conditions and is disturbing to the public and threatens peace and good order.

B. The purpose of this article is to prohibit the consumption of alcoholic beverages in certain public places in order to prevent disorderly behavior, the development of unsanitary conditions, and the littering of public places; to protect the public health, safety, and welfare; and to promote the public good.

C. The Legislature of the State of New York has determined that, since the New York State drinking age is 21, underage persons should be held responsible for their conduct and be prohibited from possessing alcoholic beverages in public. The consumption of alcoholic beverages in public places by persons under the legal drinking age is an aggravating factor.

## **Appendix D: Overview of Common Illicit Drug Infractions**

### ***New York State Penal Law***

Unlawful possession of marijuana is a violation punishable by a fine of up to \$100.

Subsequent violations may result in fines up to \$250.

Selling more than 25 grams of marijuana is a felony, punishable by up to 4 years in prison.

Unlawful possession of small amounts of a controlled substance (e.g., cocaine, LSD, PCP, or other hallucinogenic substances; stimulants; or narcotics) is a Class A misdemeanor and may result in a \$1,000 fine and/or up to one year in jail.

Violations of all other possession and sale laws involving controlled substances are felonies and may result in punishments of up to life in prison.

### ***Federal Law***

For a first conviction of illegal possession of a controlled substance, a person may be imprisoned for up to one year and/or fined at least \$1,000 but not more than \$100,000. After two or more prior convictions the penalty increases to at least 90 days in jail but not more than three years and/or a fine of at least \$5,000 but not more than \$250,000. Other penalties may apply, such as forfeiture of personal and real property used to possess or to facilitate possession of a controlled substance, denial of certain federal benefits, and revocation of certain federal licenses.

Federal trafficking penalties for marijuana range from less than five years in prison and/or a fine of less than \$250,000 to life imprisonment and/or a fine of up to \$8 million.

Federal trafficking penalties for controlled substances such as heroin, cocaine, PCP, and LSD range from five years to life imprisonment and/or fines up to \$8 million dollars.

## Appendix E: New York State Weapons Possession Laws

There are numerous prohibitions in NYS penal law regarding possessing weapons. These include:

265.01 Criminal possession of a weapon in the fourth degree. A person is guilty of criminal possession of a weapon in the fourth degree when: (1) He or she possesses any firearm, electronic dart gun, electronic stun gun, gravity knife, switchblade knife, pilum ballistic knife, metal knuckle knife, cane sword, billy, blackjack, bludgeon, plastic knuckles, metal knuckles, chuka stick, sand bag, sandclub, wrist-brace type slingshot or slungshot, shirken or "Kung Fu star"; or (2) He or she possesses any dagger, dangerous knife, dirk, machete, razor, stiletto, imitation pistol, or any other dangerous or deadly instrument or weapon with intent to use the same unlawfully against another.

Criminal possession of a weapon in the fourth degree is a class A misdemeanor.

There are also laws specific to weapon possession on educational property. These include:

265.01-a – A person is guilty of criminal possession of a weapon on school grounds when he or she knowingly has in his or her possession a rifle, shotgun or firearm in or upon a building or grounds used for educational purposes, of any school, college, or university, except the forestry lands, wherever located, owned and maintained by the State University of New York College of Environmental Science and Forestry or upon a school bus as defined in section 14 of the vehicle and traffic law, without the written authorization of such educational institution. Criminal possession of a weapon on school grounds is a class E felony.

265.06 – It shall be unlawful for any person age sixteen or older to knowingly possess any air-gun, spring-gun or other instrument or weapon in which the propelling force is a spring, air, piston or CO2 cartridge in or upon a building or grounds, used for educational purposes, of any school, college or university, without the written authorization of such educational institution. Unlawful possession of a weapon upon school grounds is a violation.

This is not an exhaustive list of NYS weapon prohibitions.



# ITHACA COLLEGE

- 1 Alumni Hall
- 2 Athletics and Events Center (Glazer Arena, Aquatics Pavilion)
- 10, 25, 26 Campus Center
- 3 Center for Business and Sustainable Enterprise, Dorothy D. and Roy H. Park
- 4 Center for Health Sciences
- 5 Center for Natural Sciences
- 6 Center for Public Safety and General Services
- 7 Ceracche Center
- 8 Compost Facility
- 9 Dillingham Center (Clark Theatre, Hoerner Theatre)
- 10 Egbert Hall
- 11 Facilities Administration
- 12 Facilities Grounds
- 13 Facilities Wash Bay
- 14 Fitness Center
- 15 Ford Observatory
- 16 Friends Hall
- 17 Gannett Center (Handwerker Gallery, Library)
- 18 Hammond Health Center
- 19 Hill Center (Ben Light Gymnasium)
- 20 Job Hall
- 21 Muller Chapel
- 22 Muller Faculty Center
- 23 Park Hall; Roy H. Park School of Communications
- 24 Peggy Ryan Williams Center (Office of Admission)
- 25 Phillips Hall (Emerson Suites)
- 26 Phillips Hall Annex (Campus Store)
- 27 Rothschild Place
- 28 Smiddy Hall
- 29 Textor Hall
- 30 Towers Concourse
- 31 Warehouse
- 32 Wheel Center for Music (Hockett Family Recital Hall, Ford Hall)
- 33 Williams Hall

## RESIDENCE HALLS

- Q7 Bogart Hall
- Q11 Boothroyd Hall
- Inset Circle Apartments
- Q8 Clarke Hall
- E1 East Tower
- Q10 Eastman Hall
- R Emerson Hall
- G25-G29 Garden Apartments
- Q2 Hilliard Hall
- Q5 Holmes Hall
- Q1 Hood Hall
- Q6 Landon Hall
- Q9 Lyon Hall
- Q3 Rowland Hall
- Q4 Tallcott Hall
- T1-T13 Terraces
- W1 West Tower (CFCU)

## DINING HALLS

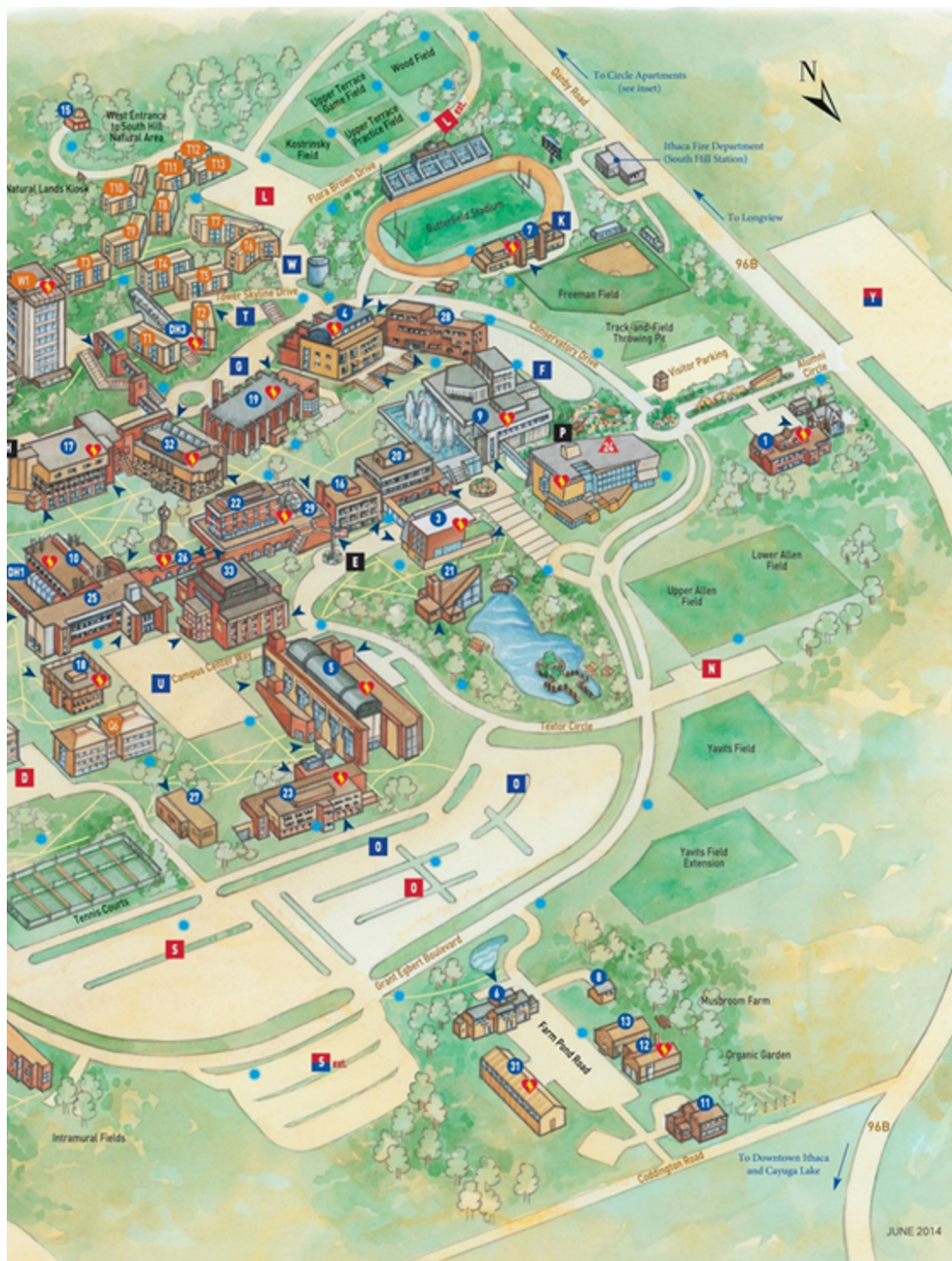
- DH1 Campus Center Dining Hall
- DH2 Towers Dining Hall
- DH3 Terrace Dining Hall

## LEGEND

- Nonresidential Buildings
- Residence Halls
- Office of Admission
- Parking Lots (color-coded by permit)
- Reserved and Accessible Parking
- Blue-Light Emergency Telephones
- Automatic Doors
- Automated External Defibrillators

## Circle Apartments





JUNE 2014

### *Prevent Discriminatory Behavior*

- *Intervene to let others know that you will not tolerate ethnic, racial, religious, or homophobic jokes or slurs, or any other action that demeans any person or group*
- *Celebrate your own cultural and religious heritage*
- *Educate yourself about the rich cultural diversity in our community*
- *Be a model of language and behavior that is non-biased and inclusive of all persons*
- *Participate in culturally diverse programs offered on campus*
- *Be proactive in your home, at work, and in your community to combat all discriminatory behavior*
- *Have open discussions on controversial matters as they relate to the various form of bigotry, prejudice, and discrimination that exist in society*
- *Join clubs or organizations on campus or in your community to become better informed and to help address, reduce, and/or eliminate discriminatory behavior*
- *Be courteous and respectful of others, even when expressing disagreement. Good manners are important in facilitating a productive dialogue*

### **ITHACA COLLEGE'S NONDISCRIMINATION STATEMENT**

*Discrimination on the grounds of age, disability, marital status, national origin, race, color, religion, sex, sexual orientation, gender identity or expression, or military status will not exist in any activity, area, or operation of the College. Inquiries concerning the application of Title IX may be made to the Ithaca College's Title IX Coordinator, Linda Koenig, at 953 Danby Road, Ithaca, NY 14850, (607) 274 7661, lkoenig@ithaca.edu or to the U.S. Department of Education, Office of Civil Rights. For more information on the Office of Civil Rights, please visit <https://www2.ed.gov/about/offices/list/ocr/aboutocr.html>.*

### **HOW TO REPORT AN INCIDENT**

*If you are ever a victim of a bias-related incident or become aware of an incident, call Public Safety at 607-274-3333 immediately, or for a non-emergency and resource assistance, please file a report at [https://www.ithaca.edu/diversity/bias\\_impact\\_reporting/](https://www.ithaca.edu/diversity/bias_impact_reporting/).*

*If the incident occurs in a residence hall, you should also report it to your resident assistant (RA) or residence director (RD). The College takes such incidents very seriously and will investigate them thoroughly. Responding in a timely manner to a bias-related incident will increase the chances that the investigation will be successful and that the College can hold the person(s) accountable for their actions*

*We are all responsible for creating an inclusive, positive and welcoming environment for learning and living at Ithaca College. Please do your part. We encourage you to contact any of the following offices to discuss or consult about an incident.*

**Student Affairs and Campus Life 607-274-3376**

**Human Resources 607-274-8000**

**Counseling and Wellness Center 607-274-3136**

**LGBT Resource Center 607-274-7394**

**Center for IDEAS 607-274-3823**

**Public Safety 607-274-3333**

**Residential Life 607-274-3371**



**ITHACA COLLEGE**

Office of Public Safety and Emergency Management

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