

Hilbert College
Campus Safety & Fire Report 2010



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Hilbert College Campus Safety & Fire Report 2010

This report is filed as required by the Federal "Crime Awareness and Campus Security Act." (Hereafter referred to as the Campus Safety Act) which was last amended in 2009. The purpose of this report is to provide our faculty, staff, and students with campus safety information including crime statistics and procedures to follow to report crime. The Campus Safety Department and the Vice President for Business/Finance prepared the report. Any questions regarding this report should be directed to the Campus Safety Office in the Maintenance Building or 649-7900 ext. 224.

For a hard copy of the Safety & Fire Report please contact Campus Safety at 716-479-1233 or go to the Campus Safety Office.

General Security Information

In 2009-2010, 967 students enrolled at Hilbert College. There are 23 undergraduates who reside in St. Joseph's Hall, 149 undergraduates in Trinity Hall, 67 undergraduates in the Hilbert Apartments, and no undergraduates in the off-campus Housing, a total of 239 Resident Students. The College employs 44 full-time faculty and 85 part-time faculty. The College also employs 126 staff members.

Students, faculty, and employees have access to academic, recreational, and administrative facilities on campus during regular hours of operation. Access to the residence halls, however, is limited to students and their guests according to a guest procedure presented in the College Handbook. Access to the residence halls by the college employees is on an "as needed" basis and incorporates access procedures through facilities.

The public can attend cultural and recreational events on campus with their access limited only to the facilities in which these events are held. To report any violations of this policy or to report suspicious persons, dial cellular phone 479-1233 for the Campus Safety Officer.

Crime Reporting

All members of the campus community are urged to report criminal incidents, emergencies and suspicious activity. The campus emergency number is 479-1233 and this should be used for all fire, medical, and police emergencies. All reports are classified, logged and responded to thoroughly.

Crimes in progress and any other emergencies on campus can be reported directly by any student, faculty member, or employee to the campus safety department by dialing 479-1233. The campus safety officer can also be reached by the red emergency phones located around the campus. Red emergency phones are located in the Swan Lobby; First and second floor of Paczesny Hall; Bogel Hall lobby, first floor outside of Bogel 160, and on the second floor. Additional emergency phones are located in the Lower Level of the Campus Center, the Hafner Recreation Center, and inside the Maintenance Building near the Campus Safety Office. Upon receipt of the call, Campus Safety Officers are dispatched immediately to the site of the complaint. They prepare and submit incident reports which are kept on file.

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

Director of Campus Safety- ext. 224
The Dean of Students- ext. 231
Residence Life – ext. 362
Director of Athletics – ext. 233
Counseling Center – ext. 232

Please note that these allow victims and witnesses to report crime on a voluntary, confidential basis. Reports of this nature are filed with the Campus Safety Department for informational purposes, but there is no formal investigation of the incident. Counselors, at the counseling center, who are informed by persons they are counseling of the commission of a crime, may also inform that person that crimes can be reported at the office of student life on a voluntary, confidential basis for inclusion in the colleges Crime statistics only.

For staff and students living off campus, a listing of major area emergency numbers appears in this report. In the event of a major emergency, or if there is an event which poses a threat to students, employees, or others, a "crisis plan" will go into effect.

Campus Safety Department

Hilbert College maintains a Campus Safety Department that provides 24 hour coverage, 365 days a year. The mission of the department is to assist and protect all individuals on campus, protect college property, report and respond to infractions and provide uniform parking and traffic enforcement. Personnel are enforcing the College policies, rules and regulations set forth by the Administration and the Vice President for Business/Finance. The Campus Safety staff will also work as liaisons with the appropriate local, state, and federal authorities. The department's officers are not police officers, and do not have conventional police authority. However, they do have the authority to temporarily intervene and detain anyone on the campus who is behaving in a disorderly manner, committing a crime, or a danger to himself or herself. Each Campus Safety Officer will be registered with the State of New York as a Security Guard, as well as First Aid- CPR certified. Our officers will have continuous training to upgrade their skills. Our department has a number of full time officers and several part time officers. They conduct foot, golf cart and vehicular patrols on the campus and residence hall areas. We also provide escort service for the college community. The objective of the Campus Safety Department is to provide a safe environment for teaching, research and social endeavors and to protect the lives and property of the students, employees and visitors of the College. This objective is pursued within the framework of the College rules and regulations and all local, state and federal laws. The investigation of crimes committed on the campus fall under the jurisdiction of the Campus Safety department. The Campus Safety Department also works closely with the Town of Hamburg Police Department, which assist them with incidents that may occur off campus but involve campus staff or students.

Crime Reporting

Victims of a sex offense will also be informed of their option to notify either Campus Safety or Town of Hamburg Police and will be assisted by College personnel in notifying the police if desired. The Campus Safety Department enforces laws regulating underage drinking and the use of controlled substances and weapons.

Policy on Alcohol and Drugs

The illegal possession and/or use of marijuana, barbiturates, amphetamines, hallucinogenic compounds, narcotics and other controlled substances are in violation of state and federal law. Hilbert College permits the use of alcoholic beverages on campus by those who comply with state law and who adhere to the guidelines established by the College. Students living in the college residence hall who are 21 years of age or older shall be allowed to possess and consume alcoholic beverages in their rooms in compliance with state law and consistent with College regulations pertaining to possession and consumption. Members of the campus community in need of assistance with respect to a question or personal problem regarding alcohol or other drugs should contact the Dean of Students in Franciscan Hall at 649-7900 ext 231.

Weapons on Campus

Firearms and dangerous weapons of any type are not permitted on campus. Intentional use, possession, or sale of firearms or other dangerous weapons by anyone is strictly forbidden and is a violation of state and federal law, as well as, a violation of the student code of rights and responsibilities. This includes paint ball guns.

Daily Log

The Campus Safety Department also maintains a daily log of crimes and incidents that occur on campus which is available for the public to view. This information is recorded by the date, time and general location, and disposition of the complaint. This daily log is available at the Campus Safety Department, Maintenance Building. Please note that entries are generally made within two business days after the event occurs. Incidents or situations deemed to pose a threat to the campus community are logged as soon as possible. While most events are logged, the office of the Campus Safety Department may determine that an incident is classified as "confidential" in order not to jeopardize a criminal investigation or the identity of a victim.

**Hilbert College
Institutional Response to
Investigations of Violent Felony Offenses**

Violent felony offenses are defined in subdivision one of section 70.02 of NYS penal law to include, but not limited to, degrees/classes of: murder, manslaughter, kidnapping, rape, sodomy, aggravated sexual abuse, felony assault, burglary, robbery, arson, criminal possession of a dangerous weapon, or attempt thereof. Members of the campus community are recommended to report all types of violent felony offense immediately to the Campus Safety Office at 479-1233.

I. Campus Safety Office

A. Immediate Response

1. Pursuant to a report of a violent felony offense occurring at or on college grounds, Campus Safety personnel will conduct a thorough and timely investigation, interviewing the staff or individual(s) reporting the violent felony offense.
2. The Campus Safety Officer (CSO) receiving the report will obtain the exact location and condition of the victim, a description of a possible suspect and pertinent information relating to the victim, witnesses, and the reporter of the incident.
3. Campus Safety will notify the Town of Hamburg Police Department of any violent felony offense on college grounds that may affect the safety of the residents of the Town of Hamburg or the staff or residence on college grounds.
4. If the victim was injured, the Town of Hamburg Police Department should be called (9-911) for medical assistance.
5. The responding Campus Safety Officer(s) should contact the Town of Hamburg Police Department as soon as soon possible. Every effort will be made to protect the crime scene for items such as a weapon, bedding, clothing, and other pertinent articles.
6. The Campus Safety Officer will contact the Campus Safety Director, who will notify the Vice President for Business Finance; the Vice President will inform the President.
7. In cases of sexual assault. Campus Safety will summon to campus the Director of Counseling, who will provide on-site psychological support for the victim and explain the counseling services available. If the Director of Counseling is not available, professional staff will perform this role. The responding Campus Safety officer will advise the victim that he/she should not (1) bathe or douche, (2) change clothing, (3) comb hair or (4) brush teeth until after a medical examination has been performed. Each item of clothing should be placed in a separate paper bag.

8. When the Town of Hamburg Police Department officers arrive on campus, all college staff and students must cooperate with their investigation. Campus Safety will assist the Town of Hamburg Police Department officers to identify parties needed for questioning when requested.

Proposed Plan: Violent Felony Offenses Response

B. Secondary Response

1. The college member(s) making the report should be kept informed as to new developments related to the incident. The Campus Safety Director and the Vice President for Business/ Finance will update each other regarding the case.
2. Information regarding the case will not be publicly released unless authorized by Hilbert College's Public Relations Director/designee. All media inquiries should be directed to Public Relations, (ext. 255).

II. Residence Life Staff

A. Immediate Response

1. Staff should notify Campus Safety immediately at 479-1233. The reporter must give a concise and accurate account of what has been observed. He/she should wait in the area for further instructions from Campus Safety or the Vice President for Business/Finance or the Dean of Students.
2. When a resident or visitor is injured, a residence life staff member must stay with the victim until medical assistance arrives.
3. If residents of the building are observed acting unusually concerned or irrationally following an incident, staff must consult with the Vice President for Business/Finance or the Dean of Students and the residence hall's senior staff to develop strategies to assist residents and avoid panic.
4. When the Town of Hamburg Police Department officials are summoned to the residence hall, college personnel will fully cooperate with their investigation. Campus Safety will be available to assist the residence staff with any problems.
5. Reports/copies should be taken from any witnesses to the incident and delivered to the Campus Safety Office soon after the report is made.

B. Secondary Response

1. All media inquiries should be directed to the Public Relations Office (ext. 255). In the event that information needs to be disseminated to building residents, the staff will be directed by the Vice President for Business/Finance or the Dean of Students to post updates or assemble residents for a meeting.

Proposed Plan: Violent Felony Offenses Response

III. Vice President for Business/Finance

A. Immediate Response

1. The Dean of Students will determine which personnel need to report and summon them to campus.

2. In consultation with the Director of Campus Safety, the Vice President for Business/Finance will determine if a potential threat to the college community exists.

3. If deemed necessary, warnings from the Public Relations Office, in consort with the Vice President for Business Finance, may be issued to the community, unless law enforcement believes that public notification may hinder the investigation. All releases will respect the privacy of victims, witnesses and the accused. The Vice President for Business/Finance will keep relevant parties informed and may set up an information hot line.

B. Secondary Response

1. When the situation has been stabilized, the Vice President for Business/Finance will coordinate internal and external information releases with the Public Relations Director or designee.

**Hilbert College
Institutional Response to
Reports of Missing Students**

The term missing student shall refer to any Hilbert College student living on campus who is reported missing from his or her residence.

All reports of missing or suspected missing resident students should be reported to Campus Safety at 479-1233. Reports concerning missing commuters and off-campus students should be referred directly to the Town of Hamburg Police Department. The Campus Safety Office will assist internal authorities with these investigations as needed.

Procedures to Follow

I. Campus Safety Office

A. Immediate Response

1. Campus Safety personnel will conduct a thorough and timely investigation with staff or individual reporting a missing student to determine the whereabouts of the person.

2. Campus Safety immediately will begin to interview those close to the missing person (e.g. friends, roommates, family, residence staff, etc.) and other relevant associates. Particular

attention will be given to possible locations of the student and his/her most recent mental state and/or personal problems.

3. When the missing student is reported, Campus Safety will notify the Campus Safety Director and the Town of Hamburg Police Department by dialing (9-911); officers from the Town of Hamburg Police Department will be dispatched. The responding agency will ascertain the seriousness of the missing student report and act immediately to include, but not limited to, interviews and coordination of search efforts.

4. The Vice President for Business/Finance and Director of Campus Safety should be contacted immediately if a real or potential threat exists.

5. When law enforcement personnel arrive on campus, all college staff and students must cooperate with their investigation. Campus Safety will assist authorities in identifying parties needed for questioning.

B. Secondary Response

1. Campus Safety and the Vice President for Business/Finance will communicate with each other regarding any new Developments related to the missing person report; the Vice President for Business/Finance will ensure that relevant parties are kept informed.

Proposed Plan: Reports of Missing Students

1. Information regarding the case will not be released publicly unless authorized by Hilbert College's Public Relations Directors/designee. All media inquiries should be directed to Public Relations (ext. 255).

2. Campus Safety should obtain written statements from all complainants/witnesses pertaining to the report and have them available for review by officials involved in the investigation.

II. Residence Life Staff

A. Immediate Response

1. Staff should notify Campus Safety immediately at 479-1233. The reporter must give a concise and accurate account of what has been observed. He/she should wait in an area for further instructions from Campus Safety or the Vice President for Business/Finance.

2. When the Town of Hamburg Police Department officials are summoned to the residence hall, college personnel will cooperate fully with their investigation. Campus Safety will be available to assist the residence staff with any problems. Reports/copies should be taken from any witness to the incident and delivered to the Campus Safety Office soon after the report is made.

3. If residents of the building involved are observed acting unusually concerned or irrationally, staff will consult with the Vice President for Business/Finance and the residence hall's senior staff to develop strategies to assist the residents.

B. Secondary Response

1. All media inquiries should be directed to Hilbert College Public Relations Office (ext. 255). In the event that Information needs to be disseminated to building residents, staff will be directed by the Vice President for Business Finance to post updates or assemble the resident for a meeting.

III. Dean of Students Office

A. Immediate Response

1. The Dean of Students will determine which personnel need to report and will summon them to campus.
2. In consultation with the Director of Campus Safety, the Vice President for Business/Finance will determine if a potential threat to the college community exists.

Proposed Plan: Reports of Missing Students

1. If deemed necessary, warnings from the Public Relations Office, in consort with the Vice President for Business/Finance may be issued to the community unless law enforcement believes that public notification may hinder their investigation.

All releases will respect the privacy of victims, witnesses and the accused. The Vice President for Business/Finance will keep relevant parties informed and may set up an information hot line.

2. When police have determined that all leads to preliminarily locate the missing student have been exhausted and the whereabouts of the student remains unknown, the Dean of Students will contact the student's parents/guardians. The Vice President for Business/Finance will inform the President.

B. Secondary Response

1. Upon return of the missing student, the Dean of Students will consult with the student due to concerns raised by their absence.
2. When the situation has been stabilized, the Vice President for Business/Finance will coordinate internal and external information releases with Hilbert College Public Relations Director or designee. Only the Public Relations Office may release details of the student's status to the media or other external parties.

Missing Student Notification Policies

- I. A list and titles of persons to which individuals should report that a student is missing for 24 hours will be kept with Campus Safety and the Residence Life Director.
- II. Every student resident living in an on campus student housing facility has the option to register a confidential contact person to be notified in the case that the student is determined to be missing, and only authorized campus officials and law enforcement officers in furtherance of a missing person investigation may have access to this information.
- III. If a student does not register a contact person then local law enforcement will be notified that the student is missing.
- IV. Students less than 18 years of age and not emancipated their parent or guardian will be notified.
- V. Student missing person reports will be immediately referred to our local police department.

Introduction to Crime Statistics

Institutions that participate in financial aid programs under Title IV of the Higher Education Act of 1965 are required to complete the Campus Crime and Security at Post-Secondary Institutions Survey. The statistics we have provided are divided into these categories:

1. Criminal Offenses

- a. On Campus
- b. Non-Campus
- c. Public Property
- d. Local
- e. Non-Police

2. Hate Offenses

- a. On Campus
- b. Non-Campus
- c. Public Property
- d. Local
- e. Non-Police

3. Arrests

- a. On Campus
- b. Non-Campus
- c. Public Property
- d. Local
- e. Non-Police

Criminal Offenses-Non Campus

Non-campus is defined as any building owned or controlled by student organizations organized by the school and any building controlled by the school that is not within the same contiguous area.

Criminal Offenses (On Campus)

| Criminal Offenses-On Campus | 2008 | 2009 | 2010 |
|--|-------------|-------------|-------------|
| a. Murder/non-negligent manslaughter | 0 | 0 | 0 |
| b. Forcible sex offenses (including forcible rape) | 0 | 0 | 0 |
| c. Non-forcible sex offenses (statutory rape/incest) | 0 | 0 | 0 |
| d. Robbery | 0 | 0 | 0 |
| e. Aggravated assault | 0 | 0 | 0 |
| f. Burglary | 3 | 3 | 1 |
| g. Motor vehicle theft | 0 | 0 | 0 |
| h. Arson | 0 | 0 | 0 |
| i. Negligent manslaughter | 0 | 0 | 0 |

Non-campus is defined as any building owned or controlled by student organizations organized by the school and any building controlled by the school that is not within the same contiguous area.

| Criminal Offenses-Non Campus | 2008 | 2009 | 2010 |
|--|-------------|-------------|-------------|
| a. Murder/non-negligent manslaughter | 0 | 0 | 0 |
| b. Forcible sex offenses (including forcible rape) | 0 | 0 | 0 |
| c. Non-forcible sex offenses | 0 | 0 | 0 |
| d. Robbery | 0 | 0 | 0 |
| e. Aggravated assault | 0 | 0 | 0 |
| f. Burglary | 0 | 0 | 0 |
| g. Motor vehicle theft | 0 | 0 | 0 |
| h. Arson | 0 | 0 | 0 |
| i. Negligent manslaughter | 0 | 0 | 0 |

Public Property is defined as any area on campus that is not in a building. It is the outside areas on campus.

| Criminal Offenses-Public Property | 2008 | 2009 | 2010 |
|--|-------------|-------------|-------------|
| a. Murder/non-negligent manslaughter | 0 | 0 | 0 |
| b. Forcible sex offenses (including forcible rape) | 0 | 0 | 0 |
| c. Non-forcible sex offenses (incest statutory rape) | 0 | 0 | 0 |
| d. Robbery | 0 | 0 | 0 |
| e. Aggravated assault | 0 | 0 | 0 |
| f. Burglary | 0 | 0 | 0 |
| g. Motor vehicle theft | 0 | 0 | 0 |
| h. Arson | 0 | 0 | 0 |
| i. Negligent manslaughter | 0 | 0 | 0 |

Criminal Offenses-Local

Local is defined as the area immediately off-campus, yet adjacent to campus.

| Criminal Offenses-Local | 2008 | 2009 | 2010 |
|--|-------------|-------------|-------------|
| a. Murder/non-negligent manslaughter | 0 | 0 | 0 |
| b. Forcible sex offenses (including forcible rape) | 0 | 0 | 0 |
| c. Non-forcible sex offenses (statutory rape/incest) | 0 | 0 | 0 |
| d. Robbery | 0 | 0 | 0 |
| e. Aggravated assault | 0 | 0 | 0 |
| f. Burglary | 0 | 0 | 0 |
| g. Motor vehicle theft | 0 | 0 | 0 |
| h. Arson | 0 | 0 | 0 |
| i. Negligent manslaughter | 0 | 0 | 0 |

Criminal Offenses-Non-Police

| Criminal Offenses-Non-Police | 2008 | 2009 | 2010 |
|--|-------------|-------------|-------------|
| a. Murder/non-negligent manslaughter | 0 | 0 | 0 |
| b. Forcible sex offenses (including forcible rape) | 0 | 0 | 0 |
| c. Non-forcible sex offenses | 0 | 0 | 0 |
| d. Robbery | 0 | 0 | 0 |
| e. Aggravated assault | 0 | 0 | 0 |
| f. Burglary | 0 | 0 | 0 |
| g. Motor vehicle theft | 0 | 0 | 0 |
| h. Arson | 0 | 0 | 0 |
| i. Negligent manslaughter | 0 | 0 | 0 |

Hate Offenses

A hate crime, also known as a bias crime, is a criminal offense committed against a person, property or society that is motivated, in whole or in part, by the offender's bias against a race, religion, ethnic/national group or sexual orientation group.

| Hate offenses-on campus | 2008 | 2009 | 2010 |
|--|-------------|-------------|-------------|
| a. Murder/non-negligent manslaughter | 0 | 0 | 0 |
| b. Aggravated assault | 0 | 0 | 0 |
| c. All forcible sex offenses (including forcible rape) | 0 | 0 | 0 |
| d. Forcible rape | 0 | 0 | 0 |
| e. Arson | 0 | 0 | 0 |
| f. Negligent manslaughter | 0 | 0 | 0 |
| g. Simple Assault | 0 | 0 | 0 |
| h. Larceny | 0 | 0 | 0 |
| i. Vandalism | 0 | 0 | 0 |
| j. Vandalism | 0 | 0 | 0 |

| Hate offenses-non campus | 2008 | 2009 | 2010 |
|--------------------------------------|-------------|-------------|-------------|
| a. Murder/non-negligent manslaughter | 0 | 0 | 0 |
| b. Aggravated assault | 0 | 0 | 0 |
| c. All forcible sex offenses | 0 | 0 | 0 |
| d. Forcible rape | 0 | 0 | 0 |
| e. Arson | 0 | 0 | 0 |
| f. Negligent manslaughter | 0 | 0 | 0 |
| g. Simple manslaughter | 0 | 0 | 0 |
| h. Intimidation | 0 | 0 | 0 |
| i. Vandalism | 0 | 0 | 0 |

| Of those criminal offenses, the following took place in residence halls | 2008 | 2009 | 2010 |
|--|-------------|-------------|-------------|
| a. Murder/non-negligent manslaughter | 0 | 0 | 0 |
| b. Aggravated assault | 0 | 0 | 0 |
| c. All forcible sex offenses | 0 | 0 | 0 |
| d. Forcible rape | 0 | 0 | 0 |
| e. Arson | 0 | 0 | 0 |
| f. Negligent manslaughter | 0 | 0 | 0 |
| g. Simple assault | 0 | 0 | 0 |

Public Property is defined as any area on campus that is not in a building. It is the outside areas on campus.

| Hate offenses-Public Property | 2008 | 2009 | 2010 |
|---|-------------|-------------|-------------|
| a. Murder/non-negligent manslaughter | 0 | 0 | 0 |
| b. Aggravated assault | 0 | 0 | 0 |
| c. All forcible offenses, including forcible rape | 0 | 0 | 0 |
| d. Forcible rape | 0 | 0 | 0 |
| e. Arson | 0 | 0 | 0 |
| f. Negligent manslaughter | 0 | 0 | 0 |
| g. Simple assault | 0 | 0 | 0 |
| h. Intimidation | 0 | 0 | 0 |
| i. Vandalism | 0 | 0 | 0 |

Local is defined as the area immediately off campus, yet adjacent to campus.

| Hate offenses-local | 2008 | 2009 | 2010 |
|---|-------------|-------------|-------------|
| a. Murder/non-negligent manslaughter | 0 | 0 | 0 |
| b. Aggravated assault | 0 | 0 | 0 |
| c. All forcible sex offenses, including forcible rape | 0 | 0 | 0 |
| d. Forcible rape | 0 | 0 | 0 |
| e. Arson | 0 | 0 | 0 |
| f. Negligent manslaughter | 0 | 0 | 0 |
| g. Simple assault | 0 | 0 | 0 |
| h. Intimidation | 0 | 0 | 0 |
| i. Vandalism | 0 | 0 | 0 |

Arrests-On Campus

| Arrests-on campus | 2008 | 2009 | 2010 |
|-------------------------------|------|------|------|
| a. Liquor law violations | 0 | 0 | 0 |
| b. Drug law violations | 2 | 0 | 0 |
| c. Illegal weapons possession | 0 | 0 | 0 |

| Of the arrests on campus, the following took place in Residence Halls | 2008 | 2009 | 2010 |
|---|------|------|------|
| a. Liquor law violations | 0 | 0 | 0 |
| b. Drug law violations | 0 | 0 | 0 |
| c. Illegal weapons possessions | 0 | 0 | 0 |

| The following is the number of "Disciplinary Actions/Judicial Referrals" for each of the following crimes | 2008 | 2009 | 2010 |
|---|------|------|------|
| a. Liquor law violations | 14 | 27 | 87 |
| b. Drug law violations | 2 | 2 | 9 |
| c. Illegal weapons possessions | 1 | 2 | 0 |

Arrests-Non-Campus

Non-campus is defined as any building owned or controlled by student organizations, organized by the school and any building controlled by the school that is not within the same contiguous area.

| Arrests-non-campus | 2008 | 2009 | 2010 |
|-------------------------------|------|------|------|
| a. Liquor law violations | 0 | 0 | 0 |
| b. Drug law violations | 0 | 0 | 0 |
| c. Illegal weapons possession | 0 | 0 | 0 |

| Number of "Disciplinary Actions/Judicial Referrals" for each of the following crimes | 2008 | 2009 | 2010 |
|--|------|------|------|
| a. Liquor law violations | 0 | 0 | 0 |
| b. Drug law violations | 0 | 0 | 0 |
| c. Illegal weapons possession | 0 | 0 | 0 |

Arrests-Public Property

Public Property is defined as any area on campus which is not in a building. It is the outside areas on campus.

| Arrests-public property | 2008 | 2009 | 2010 |
|-------------------------------|------|------|------|
| a. Liquor law violations | 0 | 0 | 0 |
| b. Drug law violations | 2 | 0 | 0 |
| c. Illegal weapons violations | 0 | 0 | 0 |

| Number of "Disciplinary Actions/Judicial Referrals" for each of the following crimes | 2008 | 2009 | 2010 |
|--|------|------|------|
| a. Liquor law violations | 0 | 0 | 0 |
| b. Drug law violations | 0 | 0 | 0 |
| c. Illegal weapons violations | 0 | 0 | 0 |

Arrests-Local

Local is defined as the area immediately off campus, yet adjacent to campus.

| Arrests-local | 2008 | 2009 | 2010 |
|--------------------------------|------|------|------|
| a. Liquor law violations | 0 | 0 | 0 |
| b. Drug law violations | 0 | 0 | 0 |
| c. Illegal weapons possessions | 0 | 0 | 0 |

| Referrals for each of the following crimes | 2008 | 2009 | 2010 |
|--|------|------|------|
| a. Liquor law violation | 0 | 0 | 0 |
| b. Drug law violations | 0 | 0 | 0 |
| c. Illegal weapons possessions | 0 | 0 | 0 |

| Criminal Offense | 2008 | 2009 | 2010 |
|---|------|------|------|
| a. Murder/non-negligent, manslaughter | 0 | 0 | 0 |
| b. Forcible sex offenses (including forcible rape/incest) | 2008 | 2009 | 2010 |
| c. Non-forcible sex offenses (statutory rape/incest) | 0 | 0 | 0 |
| d. Robbery | 0 | 0 | 0 |
| e. Aggravated assault | 0 | 0 | 0 |
| f. Burglary | 0 | 0 | 0 |
| g. Motor vehicle theft | 0 | 0 | 0 |
| h. Arson | 0 | 0 | 0 |
| i. Negligent manslaughter | 0 | 0 | 0 |

| Of those criminal offenses, the following took place in Residence Halls | 2008 | 2009 | 2010 |
|--|-------------|-------------|-------------|
| a. Murder/non negligent manslaughter | 0 | 0 | 0 |
| b. Forcible sex offenses (including forcible rape) | 0 | 0 | 0 |
| c. Non-forcible sex offenses | 0 | 0 | 0 |
| d. Robbery | 0 | 0 | 0 |
| e. Burglary | 0 | 0 | 0 |
| f. Aggravated assault | 0 | 0 | 0 |
| g. Motor vehicle theft | 0 | 0 | 0 |
| h. Arson | 0 | 0 | 0 |
| i. Negligent manslaughter | 0 | 0 | 0 |

Crimes reported by the police that could not be placed as to the location of the crime as on-campus or public property.

| Criminal Offenses-Local Police | 2008 | 2009 | 2010 |
|--|-------------|-------------|-------------|
| a. Murder/non-negligent manslaughter | 0 | 0 | 0 |
| b. Forcible sex offenses (including forcible rape) | 0 | 0 | 0 |
| c. Non-forcible sex offenses | 0 | 0 | |
| d. Robbery | 0 | 0 | 1 |
| e. Aggravated assault | 0 | 0 | 0 |
| f. Burglary | 0 | 0 | 2 |
| g. Motor vehicle theft | 0 | 0 | 0 |
| h. Arson | 0 | 0 | 0 |
| i. Negligent manslaughter | 0 | 0 | |

| Occurrences of hate crime | 2008 | 2009 | 2010 |
|--|-------------|-------------|-------------|
| a. Murder/non-negligent | 0 | 0 | 0 |
| b. Aggravated assault | 0 | 0 | 0 |
| c. All forcible sex offenses (including forcible rape) | 0 | 0 | 0 |
| d. Forcible rape | 0 | 0 | 0 |
| e. Arson | 0 | 0 | 0 |
| f. Negligent manslaughter | 0 | 0 | 0 |
| g. Simple assault | 0 | 0 | 0 |

| Arrests-local police | 2008 | 2009 | 2010 |
|--------------------------------|-------------|-------------|-------------|
| a. Liquor law violations | 0 | 0 | 0 |
| b. Drug law violations | 0 | 0 | 0 |
| c. Illegal weapons possessions | 0 | 0 | 0 |

| Disciplinary Actions/Judicial Referrals | 2008 | 2009 | 2010 |
|--|-------------|-------------|-------------|
| a. Liquor law violations | 0 | 0 | 0 |
| b. Drug law violations | 0 | 0 | 0 |

Definitions -The definitions for murder, robbery, aggravated assault, burglary, motor vehicle theft, weapon law violations, drug abuse violations and liquor law violations are excerpted from the Uniform Crime Reporting Handbook. The definitions of forcible and non-forcible sex offenses are excerpted from the national incident-based reporting edition of the Uniform Crime Reporting Handbook.

Aggravated Assault - Is the unlawful attack by one person upon another for inflicting severe or aggravated bodily injury.

This type of assault is usually accompanied by the use of a weapon or by means likely to produce death or bodily harm. (It is not necessary that injury result from an aggravated assault when a gun, knife, or other weapon is used which could and probably would result in serious personal injury if the crime were successfully completed.)

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

Burglary - The unlawful entry of a structure to commit a felony or a theft. For reporting purposes, this definition includes: unlawful entry with intent to commit a larceny or felony; breaking and entering with intent to commit a larceny; housebreaking; safecracking; and all attempts to commit any of the aforementioned.

Criminal Homicide - Manslaughter by Negligence - The killing of another person through gross negligence. **Criminal Homicide** - Murder and Non Negligent Manslaughter -The willful (non- negligent) killing of one human being by another.

Drug Abuse Violations - Violations of state and local laws relating to the unlawful possession, sale, use, growing, manufacturing, and making of narcotic drugs. The relevant substances include: opium or cocaine and their derivatives (morphine, heroine, codeine); marijuana; synthetic narcotics (Demerol, methadone); and dangerous non-narcotic drugs (barbiturates, Benzedrine).

Liquor Law Violations -The violation of laws or ordinances prohibiting the manufacture, sale, transporting, furnishing, possessing or intoxicating liquor; maintaining unlawful drinking places; bootlegging; operating a still; furnishing liquor to a minor or intemperate person; using a vehicle illegal transportation of liquor; drinking on a train or public conveyance; and all attempts to commit any of the aforementioned. (Drunkenness and driving under the influence are not included in this definition.)

Theft - Housebreaking; safecracking; and all attempts to commit any of the aforementioned.

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.

Motor Vehicle Theft -The theft or attempted theft of a motor vehicle. (Classify as motor vehicle theft all cases where automobiles are taken by persons not having lawful access even though the vehicles are later abandoned, including joyriding).

Weapon Law Violations - The violation of laws or ordinances dealing with weapon offenses, regulatory in nature, such as manufacture, sale, or possession of deadly weapons; carrying deadly weapons, concealed or openly; furnishing deadly weapons to minors; aliens possess deadly weapons; and all attempts to commit any of the aforementioned.

Sex Offenses (Forcible) - Any sexual act directed against another person, forcibly and/or against that person's will; or not forcibly or against the person's will where the victim is incapable of giving consent.

1. **Forcible Rape** - The carnal knowledge of a person, forcibly and/or not forcibly or against the person's will where the victim is incapable of giving consent because of his/her temporary or permanent mental or physical incapacity (or because of his/her youth).

2. **Forcible Sodomy** - Oral or anal sexual intercourse with another person, forcibly and/or against that person's will; or not forcibly against the person's will where the victim is incapable of giving consent because of his /her youth or because of his/her temporary or permanent mental or physical incapacity.

3. **Sexual Assault with an Object** - The use of an object or instrument to unlawfully penetrate, however slightly, the genital or anal opening of the body of another person, forcibly and/or against that person's will; or not forcibly or against the person's will where the victim is incapable of giving consent because of his/her youth or because of his/her temporary or permanent mental or physical incapacity.

4. **Forcible Fondling** - The touching of the private body parts of another person for the purpose of sexual gratification, forcibly and/or against that person's will; or, not forcibly or against the person's will where the victim is incapable of giving consent because of his /her youth or because of his/her temporary or permanent mental incapacity.

Sex Offenses (Non forcible) -Unlawful, non-forcible sexual intercourse.

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

2. **Statutory Rape** - Non-forcible sexual intercourse with a person who is under the statutory age of consent.

For further information regarding the Cleary Act Annual Report Checklist Contact the Campus Safety Department at 649-7900 ext 224.

Crime Prevention Activities

Members of the campus community are urged to secure their valuables and be aware of their surroundings. To assist in this endeavor, the Campus Safety Department holds educational programs each semester on a variety of topics including personal safety awareness and security, rape prevention awareness training, and anti-theft programs. Information on safety and security is provided on request to students and employees regularly via seminars, videos, posters, brochures and college and student newspapers. Campus Safety services available on campus include campus escort, rape counseling, mental health services, emergency medical and operation identification. Services available through the Campus Safety Department throughout the year include motorist assistance, and lost and found.

The physical plant department maintains the campus buildings and grounds with a concern for safety and security. It inspects campus facilities regularly, promptly makes repairs affecting safety and security, and responds immediately to reports of potential safety and security hazards, such as broken windows and locks. If you have any concerns about the physical safety of the campus buildings and grounds, call the Gary Dillsworth, Monday through Friday 7:00a.m to 3:30p.m.at 649-7900 ext. 295. For emergencies that occur during non-business hours, call the Campus Safety Department at 479-1233.

Emergency Response and Evacuation Procedures

Hilbert College uses E2 Campus notification system, this system sends out a text to our community alerting them to an emergency situation. Also two audible sirens, which are strategically placed on campus, will sound in the event of an emergency. Emergency Procedures are posted in all classrooms on campus. Campus Safety will initiate the system, who will in turn notify local law enforcement. In case of an emergency, Hilbert College will initiate this system immediately, unless it compromises efforts to assist victims.

Fire Safety

65% of Hilbert College residential facilities are covered by an alarm system that is monitored 24 hours a day, 365 days a year. Also, all resident buildings have fire extinguishers, emergency lighting and signage to the nearest exits. The alarm systems are inspected and tested yearly, sprinklers are tested quarterly, and fire drills are done twice a semester, by Campus Safety.

Fire Precaution and Policy

Hilbert College policy states no portable heaters, no smoking and no open flames in student housing. Also, draperies must be flame retardant, combustible decorations must be kept to a minimal. Fire safety checks are done periodically by student housing and safety.

Reports, Logs and Records

A record of all fires, inspections and drills will be maintained in the Campus Safety Office. This includes:

- Fire drills
- Sprinkler inspections
- Alarm testing and inspection
- Fire extinguisher inspections
- Kitchen hood and cleaning inspection

Fire Reporting

It is the responsibility of any person to report any fire regardless of size to either Campus Safety (479-1233) or Hamburg Fire Department (911). Campus Safety can respond to the location and determine what resources will be required.

Fire Safety Equipment

No person shall tamper with extinguishers, fire alarm boxes or smoke and heat detectors. Any person involved with tampering of fire safety equipment is subject to prosecution and judicial sanctions.

Decoration, Furnishings, Wall Hangings

Draperies, wall hangings, curtains and other loosely hanging furnishings must be flame retardant. Other items such as hay bales, corn stalks, papers on doors and covering lights is prohibited.

Fire Lanes

Parking in fire lanes are prohibited, this means in front of any resident building. Campus Safety will enforce fire lanes with violation citations and/or towing the vehicle.

Fire Hydrants

Blocking a hydrant with a vehicle will result in immediate towing.

Fire Statistics

| Fire Statistics | 2008 | 2009 | 2010 | Resident Building Name |
|---------------------------------------|-------------|-------------|-------------|-------------------------------|
| Number of fires | 0 | 0 | | |
| Number of deaths | 0 | 0 | | |
| Number of injuries | 0 | 0 | | |
| Property value damaged by fire | 0 | 0 | | |