

## **2009 Annual Security Report**

Prepared by the Office of Campus Safety and Security  
Maria Padilla, Director of Security  
(718) 405-3722/ 3220

Main Security Booth  
(718) 405-3434 / (718) 548-2116

The 2009 Annual Security Report, issued in compliance with the Campus Security Act of 1990, is available to every student and employee of the College. It is also available to prospective employees or students upon request. It spells out policies and procedures which address the security needs of our community and includes a record of the F.B.I. index of leading crimes that have occurred on campus and the adjacent public streets to the campus. Requests for further information should be directed to the Director of Campus Safety and Security, whose office maintains a log of all crimes on campus that have been reported to the Security Department and all crimes in the adjacent streets that have been reported to the Police Department.

This report has been prepared as per the requirements of the Campus Security Act, and is not intended to serve as a complete description of the Security Department's services, policies or safeguards. For a more complete description, consult the College of Mount Saint Vincent Student Handbook.

### **PROCEDURE FOR REPORTING CRIMES**

In the event that they are the subject of or witness to a criminal incident on campus or in the immediate area of the College, members of the College community are obliged to report the crime immediately to the Security staff of the College or to the municipal police agencies that are responsible for our area. The Security Department obtains from the relevant police department a complete and accurate account of the crime and provides that information to the administration as quickly as possible. Depending on the severity of the incident, the administration may hold meetings to clarify the report to the College community. Advisory notices, sent through campus mail, posters in residence halls and campus buildings, are used to convey accurate accounts of incidents and relevant preventive measures that can be taken by the community. When appropriate, meetings with the Director of Campus Safety and Security, administrators, staff and students provide up-to-date information on the direction and scope of the police investigations.

Any criminal activity on campus can also be reported to the following:

263rd Street Security Booth: x3434 or (718) 548-2116  
Director of Security: x3722, x3220  
Vice President for Student Affairs: x3227  
Director of Residence Life: x3234

## **SECURITY EMERGENCY CALL BOXES**

Three 24 hour Emergency Call Boxes can be used to contact Security Personnel at the 263rd Street Booth. The Call Boxes can be found at the following locations on campus. A blue locator light and sign are above each box to facilitate the location of the boxes after dark.

Call Box #1—VILLA LOT (West side)

Call Box #2—REAR OF SCIENCE BUILDING

Call Box #3—AT 261st STREET ENTRANCE TO MARILLAC LOT

To use, merely open the box lid and push the CALL button. The phone will ring and be answered by the Officer at the Main Guard Booth. State your location and the problem, and the Security Supervisor will be directed to respond at once to your location.

After midnight, from Sunday through Thursday, and after 11 p.m. on Friday and Saturday, security personnel, equipped with a portable radio system, are assigned to the main lobbies of all four residence halls. Security officers on motor and/or foot patrol also respond to any report of criminal activity.

## **ACCESS POLICY**

During business hours, the College (excluding certain housing facilities) will be open to students, parents, employees, contractors, guests and invitees. During non business hours access to the campus grounds by members of the local community is permitted as long as they do not pose a threat to the security requirements of our College and as their behavior is in keeping with the academic environment. Guests and invitees are permitted on campus to attend College functions. Individuals entering campus buildings must have a valid reason for their presence, such as conducting college business or visiting residents during established visitation periods.

Our College has one vehicular and pedestrian entrance at West 263rd Street, which is manned by security 24 hours a day. The perimeter of the property is fenced and a gate at West 261st Street can be opened to allow entrance to emergency vehicles.

When open, all residence hall entrances are staffed 24 hours a day by personnel directed by the Residence Life Office or the Security Department. Every other ingress is locked and alarmed. All visitors must present valid photo identification, such as a driver's license or college identification card in order to enter the living quarters of a residence hall. The Residence Life Office and the Security Department keep records of all visitors. Those found in the residence halls not properly registered at the front desk are required to leave immediately. Posted notices indicate that they are liable to arrest for criminal trespassing.

The Security staff prepares daily and weekly maintenance and security hazard forms which are submitted to the Facilities Department to correct hazards such as poor lighting, faulty locks, broken windows, and other conditions that may have an impact on security. Security Officers also prepare periodic reports to notify the administration of physical hazards, such as overgrown shrubbery, insufficient lighting or needed improvements in the perimeter fencing.

## **ENFORCEMENT POLICY**

The enforcement power of the Security staff is essentially the same as that of a private citizen in that they do not have peace officer status. Since they do not have full authority to make an arrest, the cooperation that we have received from the three municipal police agencies in our area, the New York Police Department, Yonkers Police Department and the Metro-North Police, have helped immeasurably in our effort to provide the College with an effective security system.

These police agencies are encouraged by the College to maintain an unobtrusive presence on our campus, and consistently respond to our needs by providing a professional supportive role in our campus security operation.

Students and employees are instructed to notify the Security Department or the municipal police agency immediately if they are involved in a criminal incident on campus or in the area surrounding the College. They are advised to notify Security when police have been called to campus, so that security personnel can expedite the response of the police and assist in the investigation of the crime. The Security staff is responsible for obtaining an accurate account of the incident, preparing the initial report, and notifying the Director of Campus Safety and Security who prepares the detailed crime report for the College administration.

## **CRIME PREVENTION EFFORTS**

The College community is informed through a newsletter at the beginning of the academic year of preventive measures that can be taken to address criminal activity. The Orientation Program for incoming students contains oral and written instructions by the Vice President for Student Affairs and the Director of Campus Safety and Security. In addition, employees and students are informed of crime prevention methods through presentations by the Director of Campus Safety and Security as well as information appearing in the Student Handbook. Guest speakers and programs sponsored by the Student Life Office throughout the school year stress the critical importance of students involvement in crime prevention.

The Security Staff and the Residence Life staff participate in joint training sessions which include discussions of the importance of prompt reporting of criminal activity and preventive measures to improve the safety and security of our campus. A security committee composed of faculty, administrators, staff, and students also meets to address security issues.

Cooperation between the security personnel of Manhattan College and the College of Mount Saint Vincent increases the dissemination of information on crime in the area that may have an impact on both colleges. Regular meetings with members of the New York City Police Department strengthen our crime prevention efforts.

**Crime Statistics  
Calendar Year 2008**

	On Campus	Residence Halls	Satellite Location	Non Campus	Public Property	TOTALS		
						2008	2007	2006
Criminal Homicide	0	0	0	0	0	0	0	0
a. Murder	0	0	0	0	0	0	0	0
b. Manslaughter	0	0	0	0	0	0	0	0
Sex Offenses								
a. Forcible	1	1	0	0	0	1	0	0
b. Non- forcible	0	0	0	0	0	0	0	0
Robbery	0	0	0	0	0	0	0	0
Aggravated Assault	0	0	0	0	0	0	0	0
Burglary	5	2	0	0	0	5	19	29
Motor Vehicle Theft	0	0	0	0	0	0	0	0
Arson	1	1	0	0	0	1	0	0
Referrals-Alcohol Violations	142	134	0	0	0	142	258	242
Referrals-Drug Violations	8	8	0	0	0	8	18	22
Referrals-Weapon Violations	0	0	0	0	0	0	0	0

**NOTE:**

Beginning in 1998 in compliance with federal guidelines, the violations reported include the categories of referrals for alcohol, drugs and weapons violations.

\* Beginning in 2002, statistics include all alleged violations on campus, including those occurring in the resident halls. This number does not reflect the total number of incidents, but the total number of students referred for disciplinary action. In most cases one incident involved several students.

Additionally, in many cases, the referred students were determined to be "not guilty."

None of the above incidents were, as reported, manifestly prejudice, or hate based violations or crimes.

## **ALCOHOL POLICY**

The College of Mount Saint Vincent seeks to uphold all local, state and federal statutes regarding the use, sale, service or manufacture of alcohol. To assure compliance with New York State Law, permission to use, sell or serve alcohol at student social events is given only on an individual basis, event by event, after review.

### **Standard of Conduct**

Unless required in the performance of their employment, students under the age of 21 are not permitted to possess, purchase or sell, nor are they at any time permitted to consume alcoholic beverages on College of Mount Saint Vincent property. Students 21 years of age and over are permitted to purchase and consume alcohol in areas designated for this use.

No alcohol is permitted inside the first-year students residence hall.

Resident students 21 years of age and over are permitted to possess and consume moderate amounts of alcohol in the privacy of their rooms as long as no one under 21 is present in the room. Kegs and beer balls are not permitted in residence halls. Visitors to campus who, in the judgment of college security or administrative staff, appear to exhibit behavior that represents a threat to the safety or well being of the College community may be barred from the campus or any facility thereof. Use of alcoholic beverages and possession of open containers of alcohol is prohibited in all public areas of campus buildings as well as campus grounds unless expressly approved by the Vice President for Student Affairs or other senior administrator of a respective division of the College.

### **Local, State and Federal Laws**

Relevant state and local statutes regarding alcohol consumption are made available via special mailings to all students.

### **Alcohol and Social Events**

Policies on the use of alcohol beverages at student, faculty or staff functions are described in the relevant handbooks. Additional information, specific criteria and conditions for permission to serve alcohol are available from the Assistant Dean of Student Life for Leadership and Student Development, the Vice President for Student Affairs, and the Vice President for Academic Affairs.

## **DRUG POLICY**

### **Standard of Conduct**

Any possession, use, sale, manufacture or distribution of illegal or controlled substances on College of Mount Saint Vincent property is considered to be a violation of these regulations. Likewise students who are knowingly present where illegal substances are kept or deposited or who are in the company of any person, knowing said person is in possession of illegal or controlled substances or drug paraphernalia are also in violation of College standards.

The College also maintains an interest in the off campus behavior of its student to the extent that the behavior reflects upon the reputation and safety of the institution itself. The College, therefore, reserves the right to institute disciplinary action whenever a matriculated student's off campus behavior results in arrest and/or conviction for an

alleged violation of criminal law regarding illegal drug usage, sale or manufacture. Because the College of Mount Saint Vincent exists first and foremost as an educational institution, students who actively seek assistance for drug related problems or chemical dependency through the Counseling Center or other student service offices will not, by that action, generate disciplinary or legal action. All such efforts will be kept confidential. At the same time, student whose behaviors or statements have created reasonable suspicion of drug abuse may require medical testing to prove the absence of controlled substances in their systems. These actions, if deemed necessary, must be carried out in order to remain in attendance and will be supervised by the Vice President for Student Affairs.

### **Legal Implications**

The College seeks to uphold all local, state, and federal laws regarding illegal substances. Applicable regulations and associated penalties relating to drug abuse will be made available to all students through individual mailings.

## **EDUCATION, COUNSELING AND TREATMENT**

Students seeking assistance with drug or alcohol dependency or related problems should contact the Counseling Center for evaluation and referral.

The College Counselor will assist students confidentially with evaluation of treatment options and assist students in obtaining treatment appropriate to their needs. The student remains responsible for financial arrangements for care; however, the College makes available independent health insurance options. The College is affiliated with St. Joseph's Medical Center, Yonkers, NY, which also offers rehabilitation options.

The College also offers ongoing educational programs related to drug and alcohol use, including but not limited to the College's Orientation course, observance of National Alcohol Awareness Week, and residence hall and commuter programs.

## **POLICY ON SEXUAL ASSAULT**

### **Standard of Conduct**

The College seeks to uphold all local, state and federal statutes regarding rape and date rape. In New York, sex is defined as a crime when a person engages in sexual intercourse or deviant intercourse (sodomy or foreign objects) with a person without their consent and/or when a person engages in "sexual contact" (the touching of the sexual or other intimate parts of either party for the purpose of gratifying sexual desire of either party without the consent of the victim).

Lack of consent may result from:

- Forcible Compulsion—whether through actual physical force or expressed implied threat of death, injury or kidnapping of the victim or anyone else.
- Incapacity to consent—whether the incapacity is based on mental illness or retardation or is temporary due to drug or alcohol use or is due to physical helplessness due to unconsciousness or inability to communicate.
- Inability to consent—by law, being less than seventeen years old, being mentally defective or incapacitated or being physically helpless.

The College policies on sexual harassment and sexual assault can be found in the College's Student Handbook. All students should review them carefully. The College

includes information about rape and date rape as part of its Orientation course. All students receive written materials on this subject and training programs are offered through Student Life programming. College counselors are also available for students who are in need of counseling or who may not be sure whether or not they were raped.

**Rape victims can contact any of the following for help:**

**Mount Saint Vincent Counseling Center — x3332**

**Mount Saint Vincent Health Center — x3240**

**Local Hospital (St. Joseph's) — (914) 378 - 7000**

**Rape Crisis Hotline — (212) 267 - 7273**

**New York Police Dept. (50th Pct.) — (718) 543 - 5700**

**Your Resident Assistant**

**Your Resident Director**

**and should report the rape to one of the following:**

**Director of Campus Safety and Security**

**Vice President for Student Affairs**

Regardless of whether a victim reports a rape to authorities, victims are urged to consult a trained rape crisis counselor or mental health professional.

Students have the right to press criminal charges and will be assisted by College Student Life staff in doing so. If the accused is a College of Mount Saint Vincent student, the victim also has the right to press College disciplinary charges. The victim is not required to press charges immediately following the sexual assault. The victim has the right to a counselor or advisor who will accompany her/him through the hearing and has the right to know the outcome of any disciplinary procedure in which she/he has charged sexual assault.

The College also provides the victim with assistance in obtaining medical assistance, rape crisis counseling and academic or residency relocation or adjustments, if requested. Such assistance and counseling will remain confidential.

A student accused of sexual assault has the right to a fair hearing following Judicial Council Bylaws; the right to have an advisor, counselor or other person accompany her/him throughout the hearing and the right to know the outcome of any campus disciplinary proceeding brought against her/him.

If found guilty of a sexual assault or rape, depending on the severity of the charge and other considerations, the student will likely face at least removal from residency, probation and restricted access to campus, and at most suspension or expulsion from the College. Campus disciplinary actions do not prevent charges from being filed with city and state authorities.

**Procedures to follow**

If a student believes she/he was raped, the student must remember to preserve evidence.

- Do not wash or douche until you have had a medical exam
- Save your clothing and do not wash it
- Report the incident to the police, Security, Vice President for Student Affairs, Director of Counseling, your Resident Director or your Resident Assistant immediately.
- Whether you report the rape to the authorities or not, contact a trained rape crisis counselor or mental health professional to help you through the crisis. (You will need support to assist you in handling the emotions that emerge following a rape).

- You may want to stay with a friend or close relative immediately following the rape.

### **REGISTERED SEX OFFENDER INFORMATION SOURCES**

Beginning October 1, 2003, registered Level 3 (high risk) sex offenders are required to provide notice to the State informing them of any institute of higher education at which the person is employed, or is a student.

As of July 2006 registered Level 2 (moderate risk) sex offenders will be listed and can be accessed in the same manner

Members of the College community can obtain information regarding registered sex offenders who may be students, or are employed by the College, by accessing the following sources:

- New York State Sex Offender Registry Website:  
[www.criminaljustice.state.ny.us/nsor/](http://www.criminaljustice.state.ny.us/nsor/)

The subdirectory can be searched by entering a name, city, zip code or any combination of these to obtain a listing.

- New York Police Dept. – 50th Pct. Community Affairs Officer —  
(718) 543 -5978

### **NUMBERS TO REMEMBER**

Vice President for Student Affairs  
(718) 405-3227

Director of Residence Life  
(718) 405-3234

Director of Campus  
Safety and Security  
(718) 405-3722 or (718) 405-3220 or  
(718) 405-3434 or (718) 548-2116

Director of Student Activities  
(718) 405-3225

The Committee on Student Life, serving as the Advisory Committee on Campus Safety, will provide upon request all campus crime statistics as reported to the United States Department of Education. Campus crime statistics are published on the United States Department of Education Web site <http://ope.ed.gov/security> and may also be obtained by contacting the Director of Campus Safety and Security at 718-405-3722 or 718-405-3220.