Bias-related incidents are defined as behavior that constitutes an expression of hostility against the person or property of another because of the targeted person's race, religion, sexual orientation, ethnicity, national origin, gender, age or disability. \(\text{Bias-related incidents may include sexual violence or stalking.}\)

Clarkson’s Campus Crimes for the Period of 1/11-12/13

<table>
<thead>
<tr>
<th>Type of Crime</th>
<th>Number of Crime</th>
<th>Number of Crime</th>
<th>Number of Crime</th>
<th>Number of Crime</th>
</tr>
</thead>
<tbody>
<tr>
<td>Murder</td>
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<tr>
<td>Sexual Offenses</td>
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<td></td>
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</tr>
<tr>
<td>Forcible</td>
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</tr>
<tr>
<td>Non-forcible</td>
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<td>0</td>
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</tr>
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<td>Robbery</td>
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</tr>
<tr>
<td>Aggravated Assault</td>
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<td>0</td>
<td>1</td>
<td>0</td>
</tr>
<tr>
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<td>6</td>
<td>0</td>
<td>0</td>
<td>2</td>
</tr>
<tr>
<td>Motor Vehicle Thefts</td>
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<td>0</td>
<td>0</td>
</tr>
<tr>
<td>Motor Vehicle Theft</td>
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<td>0</td>
<td>0</td>
<td>0</td>
</tr>
<tr>
<td>Larceny</td>
<td>0</td>
<td>0</td>
<td>0</td>
<td>0</td>
</tr>
<tr>
<td>Possession</td>
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<td>0</td>
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</tr>
<tr>
<td>Stabbing</td>
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<tr>
<td>Aggravated Assault</td>
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<td>Burglary</td>
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<td>Motor Vehicle Thefts</td>
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<td>Larceny</td>
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</tr>
</tbody>
</table>

Security Policies and Procedures

The Office of Campus Safety & Security consists of a team of people working with the campus community to promote a safer environment for all. This team includes student employees, community members, and officials who provide services and are dedicated to the prevention of crime on campus. The Campus Safety & Security Department is responsible for the enforcement of University rules and regulations, and is not empowered to enforce the law. Violations of law are referred to the Village of Potsdam police for action. Campus Safety & Security works closely with local law enforcement agencies in aiding with investigations of crimes committed on the campus and in off-campus areas as required by the Student Right to Know and Campus Security Act, specifically off-campus fraternities and sororities. The Campus Safety & Security communication system has direct access to Village police, allowing the officers to provide resources and assistance to Village police. The department's mission is to function as an independent agency enabling it to preserve the tradition of Clarkson in which safety and security are both individual responsibility and a collective behavior. In emergencies, Village police are either called as a first-line response, or as backup support. Appropriate University officials are always called as soon as possible.

Campus Safety & Security provides a broad range of services to the campus community. Some of these are:

- Arranging emergency first aid and CPR whenever necessary
- Assisting motorists with minor problems or calling for service
- Unlocking doors in emergency situations (in accordance with University policy guidelines)
- Registering all vehicles on campus
- Referring campus and community officials of emergencies
- Lecturing on various safety and security topics at new student orientation, to fraternities and sororities, and to residence halls
- Conducting crime-prevention programs
- Escorting students to and from residence halls
- Providing emergency transportation to and from the local hospital
- Conducting foot and vehicle patrols of the campus and residence hall areas
- Referring residents to University officials
- Issuing University I.D.s
- Working with/coordinating student EMTs (CU EMS)

The university’s advisory committee on safety and security. Repairs affecting safety and security are promptly completed. Response to reports of potential safety and security hazards, such as broken windows and locks, is immediate.

While the University campus is considered well lighted, the lighting needs of the campus are continually monitored and assessed. Recent improvements include placing high intensity sodium vapor lights on buildings, in parking lots, in areas with heavy landscaping and trees, and along pathways frequently traveled by students.

Access to Campus Facilities

Most campus buildings and facilities are accessible to members of the campus community and to guests and visitors during normal business hours, Monday-Friday, and for limited designated hours on weekends during periods of time the University is in normal operation (this excludes most holidays). Most academic and administrative buildings are locked by Campus Safety & Security or custodial staff by 11 p.m. each day.

Security in the Residence Halls

The Clarkson University residence community houses 2,630 students in varied accommodations, ranging from single and double traditional-style residence hall rooms and suites to fully furnished apartments and townhouses. The Office of Residence Life encourages all students to share in the efforts of campus and neighborhood safety. Keeping doors locked, returning to your room at night, using student ID cards to identify yourself, and referring an incident immediately to the residence hall staff or Campus Safety & Security will assist the University in its overall Campus Safety & Security program.

The following residence halls are electronically locked 24/7 from a central location: Cubley, Reynolds, Ross, Brooks, Hamlin, Powers, Moore, Graham and Price. Entrance into the residence halls is through direct access of authorized residents of the building. Visitors must contact a resident of the building in which they are visiting and requesting access for admittance by using one of the house telephones. Residents are not to open doors to anyone who is not a resident of the building. In addition, each residence hall has a dead bolt lock and a peep hole. All windows have either locking devices or similar type mechanisms.

Riverside, Woodstock Village and Townhouse apartment houses are equipped with dead bolt locks and peep holes to facilitate the identification of guests. Apartment doors are not electronically locked.

All residence areas, both halls and apartments, are staffed with trained students known as Resident Assistants. Resident Directors and professional area coordinators are available to assist in case of an emergency. All residence life staff members undergo a through training in enforcing and interpreting residence hall policies. Part of their training process is provided by the Office of Campus Safety & Security and includes procedures for dealing with crimes committed on campus.

Crime Statistics and Crime Rates

In accordance with the Jeanne Clery Act (formerly known as the Student Right-to-Know and Campus Security Act of 1990), the University provides information relating to crime statistics and security measures to protect its students, faculty, staff, and visitors. Clarkson University’s Office of Campus Safety & Security compiles crime statistics and works closely with local and Village police, as well as the University’s Office of Marketing & External Relations, in disseminating information to the campus community. The annual security report must disclose the crime, arrest and discipline referral statistics for the three most recent calendar years that clearly presents the data for each offense in each appropriate geographic area. To view these expanded statistics, go to www.clarkson.edu/campussafety/crime_stats.html. Crime statistics for the most recent three-year period appear in the accompanying table. Crime rate is calculated by dividing the number of incidents reported in the prior number of full-time equivalent (FTE) student residents (graduate students, undergraduate students, and University employees). In 2011, for example, there were six burglaries reported: 6 divided by the total FTE (4267) = a crime rate of 0.0014. U.S. Dept. of Education (surveys.opc.ed.sov/security).

In an attempt to keep the campus community informed about crime prevention, the Office of Campus Safety & Security conducts mandatory programs at new student orientation in addition to programs throughout the course of an academic year. Programs consist of presentations on acquaintance rape, issues of drinking and driving, and how to be more conscious of crime prevention. Campus Safety & Security also conducts on-going campus crime awareness in the student newspaper, The Clarkson integrator, and on our website at www.clarkson.edu/campussafety.

The Facilities and Services Department maintains the University buildings and grounds with a concern for safety and security. They inspect campus facilities regularly, often times with the assistance of members of the University’s advisory committee on safety and security. Repairs affecting safety and security are promptly completed. Response to reports of potential safety and security hazards, such as broken windows and locks, is immediate.

While the University campus is considered well lighted, the lighting needs of the campus are continually monitored and assessed. Recent improvements include placing high intensity sodium vapor lights on buildings, in parking lots, in areas with heavy landscaping and trees, and along pathways frequently traveled by students.

Dating and Domestic Violence

Dating or domestic violence, also known as intimate partner violence, is a form of abuse that occurs in intimate relationships when one person uses fear and intimidation tactics to establish power and control over another person. Examples of dating or domestic violence include threatening and intimidating the victim, isolating them from friends and family, controlling their finances and access to resources, or physically hitting, kicking, pinching, punching, or scratching. Dating and domestic violence can also include sexual violence or stalking.
Alcohol and Drug Policy
Clarkson University expects faculty, staff, students and guests to comply with local, state and federal laws with regard to sale, serving, possession and consumption of alcohol. Only those individuals 21 years of age or older are afforded the privilege of possessing and/or consuming alcoholic beverages in private.

Public possession, consumption and serving of alcoholic beverages is allowed at events registered with and approved by the Office of Student Organizations.

Any illegal act involving the possession, manufacturing, use or sale of controlled substances (drugs) on the campus is prohibited. Employees are referred to the Operations Manual and students to the Clarkson Regulations for full policy statements on alcohol and drugs.

Smoking Policy
Smoking is prohibited in all indoor locations and in all enclosed areas such as building entrances and covered walkways, loading docks, courtyards and patios. Smoking is prohibited in all University vehicles, including buses, leased or University-owned vans, cars and trucks. Smoking is prohibited no closer than 30 feet of any building entrance or ventilation system. It is the responsibility of all administrators, faculty, staff and students to enforce this smoking policy. (See Clarkson Regulations for detailed policy.)

Personal Responsibility and Crime Prevention

The cooperation and involvement of all members of the University community in a campus safety program are absolutely necessary. Although the campus is reasonably safe, all students, faculty and staff are urged to use good judgement and common sense in the places they go, how they get there, and the times they visit those places.

The safety and security of the campus is jeopardized when the University community uses alcohol to excess, shows lack of self-discipline and concern for others, props open doors, violates University rules, does not comply with local authorities, i.e., police and fire, and gives out keys and access cards freely.

While in Your Residence Hall
- Keep your door closed and locked. Be especially sure it is locked when you go to class, whenever you are using the phone, laundry room or bathroom, and when you are sleeping.
- Avoid being alone with an acquaintance who is intoxicated. Date rape is the most common cause of victimization of women on college campuses. Being alone with an intoxicated person creates the most vulnerable situation.
- Be aware of any suspicious persons and report them at once to the residence hall staff and the Office of Campus Safety & Security.
- Report solicitors who are in the residence halls immediately. Soliciting is not permitted without permission.
- Determine who is on the other side of your door before opening it to a caller.
- Be familiar with the residence hall emergency procedures.
- Never loan your keys or I.D. access card to anyone, even a friend or roommate. They may not be as careful as you are, and they may lose or misuse them just long enough for the wrong person to gain possession of them.
- If you lose your access control I.D. card, report it to Campus Safety & Security as soon as possible so that it can be disabled.
- Never prop open the door of your room or residence hall for a friend or delivery person, or for any other reason.
- Hang up immediately if you receive nuisance, obscene or prank telephone calls. Do not engage in conversation. Document the time of the call, the phone number the call came in on, and report the incident to Campus Safety & Security, extension 6666, for investigation.

While Walking
- Don’t walk alone at night. Walk in well-lighted areas and avoid shortcuts through deserted streets, wooded areas, dark alleys or parking lots.
- Don’t use the river for a shortcut in winter. Undercurrents can keep the ice thin in spots.
- Go to a public, populated area if you suspect someone is following you.
- Never hitchhike! It’s not worth the risk.
- Avoid jogging or biking alone. If you must go by yourself, stay clear of isolated or poorly lighted areas.

Property Security
- Secure your valuables in a safe place and do not keep large amounts of cash in your room.
- Report the loss of any University key or I.D. access card to your R.A. as soon as possible!
- Do not leave clothing, equipment or textbooks unattended in public places such as the gymnasium, cafeterias, laundry rooms and libraries.
- Identify keys with your name and address on the inside cover and in one not-so-obvious place.
- Check to make sure your family’s homeowner’s insurance policy covers your possessions while you are away from home. The University insurance does not cover your personal property.
- Report any crimes or suspicious activity promptly to Campus Safety & Security at 268-6666.
- Operation I.D. is available at Campus Safety & Security to identify and mark your property.

Motor Vehicles
- All students must register their vehicle with Campus Safety & Security.
- Always park in a well-lighted area at night.
- Lock your car at all times and never leave your keys in the ignition even when you may only be gone for a minute.
- Don’t leave packages on the seats or where they are visible. Put valuables out of sight or lock them in the trunk.
- Take expensive stereo equipment, C.B.s, and CDs back to your place of residence or lock them in the trunk. Record the serial numbers of all such equipment.

Bicycles
- Register your bicycle with Campus Safety & Security.
- Always lock your bicycle securely and correctly when it is unattended, even if it is inside a building.
- Place a bar lock through the frame, and around a stationary object. Chains and cables can be easily cut. If you use a bicycle rack, place the lock through one wheel and the frame.
- Record the serial number of your bicycle and keep it with your permanent records.

Holidays and Breaks
- Close and lock windows; close curtains or blinds.
- Take home all valuables. Keep any valuables left behind out of sight, in a closed, or a locked trunk.
- Secure your bicycle in your room.
- Unplug all appliances.
- Make sure that fish and plants are cared for.
- Lock and bolt the door.

For Further Information
Further information about Campus Safety & Security can be obtained either from the Dean of Students, 315-268-6620, or the Director of Campus Safety & Security, 315-268-5965.

IMPORTANT NUMBERS
Campus Safety & Security……………………………………………….315-268-6666
Information Desk…………………………………………………………315-268-6400
Health Center……………………………………………………………..315-268-6633
after hours and on weekends (Canton-Potsdam Hospital)………………315-265-3200
Counseling Center……………………………………………………..315-268-2227
Fire Department…………………………………………………………315-268-3311
Potsdam Police Department…………………………………………….315-265-2121
Rescue Squad……………………………………………………………..315-265-2121
St. Lawrence County “911”………………………………………………911

EQUAL OPPORTUNITY POLICY
Clarkson University does not discriminate on the basis of race, gender, color, creed, religion, national origin, age, disability, sexual orientation, veteran or marital status in provision of educational opportunities or employment opportunities. This policy prohibiting discrimination is in the basis of sexual orientation does not apply to the University’s relationships with outside organizations, including the federal government, the military, ROTC, and private employers.

Clarkson University does not discriminate on the basis of sex or disability in its educational programs and activities, pursuant to the requirements of Title IX of the Educational Amendments of 1972, and Section 504 of the Rehabilitation Act of 1973, and the Americans with Disabilities Act of 1990 respectively. This policy applies to both employment and admission to the University.

The team concept of safety and security is effective when all members of the University act responsibly and sensibly.