

Alfred University



2012-2013

Annual Campus Safety & Fire Report

Updated October 2013 by:

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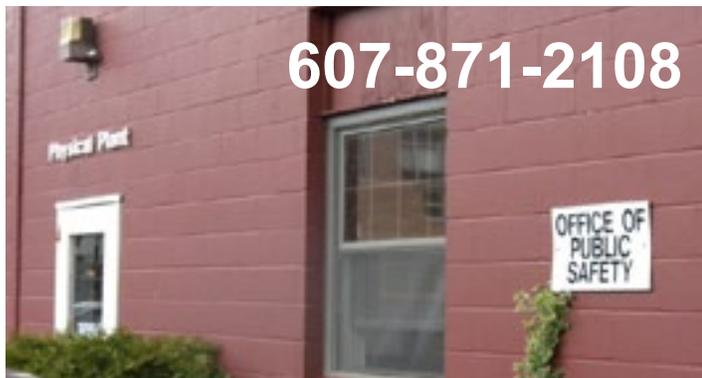
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Purpose and Operations of the Office of Public Safety



Public Safety

Alfred University Office of Public Safety is staffed by five full time professional staff, three part-time professional staff and one office manager. The Office of Public Safety is operational seven days a week with limited hours of closure. It is located in the Physical Plant building and can be reached by calling 607-871-2108. After office hours, the University emergency phone is forwarded to the Allegany County 911 Center located in Belmont, New York. In the event of an after-hours emergency, the 911 Center will dispatch appropriate emergency personnel along with Alfred University personnel to the scene of an emergency.

Students are employed by the Office of Public Safety on a part-time basis and assume the position of the Public Safety Aides. A significant number of Public Safety Aides are certified New York State Security Guards as mandated by the State of New York in compliance with the Security Guard Act of 1992. The Chief of Public Safety is ultimately responsible for managing the daily activities of the student security operation. All Public Safety Aides function as an important part of the University's overall effort to maintain the peace, safety, and security of persons and property at the University.

Specific responsibilities of the Office of Public Safety include: enforcing laws and policies, controlling on-campus parking of vehicles belonging to students, faculty, staff and visitors; controlling the movement of vehicular and pedestrian traffic as well as crowd control during special events on campus; and aiding in the control of alcohol and drug use on campus through the enforcement of the University Substance Use & Abuse Policy. Their presence also assists in resolving conflicts between students and deterring unlawful acts. Although the professional Public Safety staff does not have the power to arrest, staff members are certified New York State Police Officers who fill a critical role by observing and reporting incidents to appropriate University administrators and the local police, with whom they have direct radio contact.

All members of the University community are encouraged to report criminal incidents, emergencies, and suspicious activity. The Office of Public Safety phone number is 607-871-2108 and should be used to report all crimes. Incident Reports can be filled using AU Report It <https://alfred-advocate.symplicity.com/public-report/>, Public Safety's Anonymous Tip on-line form or by contacting either the Dean of Students or Chief of Public Safety. Reports may also be filled through Alfred Police Department at 607-587-8877.

The Alfred University Office of Public Safety encourages members of the AU community to promptly and accurately report crimes to the AU Office of Public Safety or the appropriate police agency. If a complainant files a report with the Alfred University Office of Public Safety, the information may not be able to be kept confidential.

Although we encourage the reporting of campus criminal activity directly to the Alfred University Office of Public Safety (607-871-2108), in some instances members of the campus community may choose to file a report with one of these Campus

Security Authorities:

Title IX Coordinator, Director of Human Resources,
Greene Hall, 607-871-2118
VP for Student Affairs, Powell Campus Center, 607-871-2132
Dean of Students, Powell Campus Center, 607-871-2132
Residence Life, Bartlett Hall, 607-871-2186
Athletic Department, McLane, 607-871-2193
Center for Student Involvement,
Powell Campus Center, 607-871-2175

If a community member wishes to report an incident of sexual harassment, sexual misconduct and/or sexual assault, they are encouraged to speak to a professional staff member of our Wellness Center – Counseling Services. AU professional counselors are encouraged to tell their clients about reporting procedures outlined in this document. Victims of sexual violence have the option of keeping their report in complete confidence, protecting their right to anonymity, when making a report through the AU Wellness Center - Counseling Services.

For medical emergencies, emergency medical services may be requesting by dialing 607-871-2188 or 9911. Residential students should also report incidents and emergencies to their residence hall staff. All reports are logged and responded to appropriately. The law requires that campuses report specific criminal activities that occur on campus property and specific areas around those properties. Crimes occur in the community beyond what is required to be reported in this document. Students and employees are advised to exercise caution in ALL locations. On Campus: includes the main campus property, in campus buildings, the Equestrian Center, Foster Lake and athletic fields. Public Property includes thoroughfares, streets, sidewalks, parking facilities, and Public Park or park-like settings immediately adjacent to and accessible from the campus (ref. map in this document).

Any student, faculty member, or employee may report crimes in progress and any other on-campus emergency to the Office of Public Safety by dialing campus extension x2108. There are 9 campus blue light phones located throughout the campus which provide direct telephone connection to the Office of Public Safety in the case of an emergency. Upon receipt of a call, a patrol will be immediately dispatched to the site of the complaint.

In the public areas of the residence halls and in each student room there is a telephone line. Also, on the back of the University ID/meal cards is a list of emergency numbers.

Members of the University community may report criminal incidents to the professional staff of Counseling Services. Counselors at the Wellness 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 to the Office of Student Affairs that this can be done on a voluntary, confidential basis for inclusion in the University's crime statistics only.

In the event of a major crime, emergency or an event which poses a threat to the campus community notification can be distributed via e-mail, AU text messages and voice-mail to all student, faculty, staff, and administrative accounts, and by paper copy when necessary.

Bomb Threats

If you receive a bomb threat by phone, remain calm and try to get as much information as possible from the caller. Call Public Safety IMMEDIATELY do not pull the fire alarm.

Alfred University community members are advised to sign up for AU's E2 campus alert system.
www.banweb.alfred.edu

Timely Warnings

In the event that a situation arises, either on- or off-campus, that, in the judgment of the Chief of Public Safety or the Dean of Students, constitutes an ongoing or continuing threat, a campus-wide "Timely Warning" will be issued after consultation with the Vice President for Student Affairs and the Office of Communications. The warning will be issued through e-mail and/or the University text messaging system to student, faculty, and staff.

In the event of a major emergency, or if there is an event which poses a threat to students, employees, or others, the "Timely Warning" will be prepared and distributed to:

WALF (campus radio station)
Campus e-mail service
Entrance doors to academic and residence hall buildings
Fiat Lux (campus newspaper)
E2Campus (campus wide text message alert)

Standard notification procedures may be altered if in the emergency responses authorities determine it would compromise efforts to assist a victim, or compromise efforts to contain, respond to or otherwise mitigate the emergency. Pursuant to its procedures, fire drills are not announced, and testing of the other emergency systems may be announced or unannounced.



Carnegie Hall

Missing Persons

Specific emergency contact information is obtained by each student living on campus during the first residence hall meeting; transfer students moving onto campus for the first time provide the contact information to their Resident Director. Students are encouraged to identify a person who University personnel should contact in the event they are determined to be "missing"; the identified person's contact information is maintained by the Office of Residence Life and remains confidential.

Missing persons should be reported directly to Public Safety who are trained in "missing person" procedures; law requirements and filing of reports. Do not wait if you believe a student is missing. In the event that Public Safety is unavailable all reports should be filed with the Alfred Police Department. Federal law states that the campus is required to provide notification of an on-campus residential student that has been reported missing for at least 24 hours to:

- 1) all local police agencies pursuant to the Memoranda of Understanding
- 2) the student's designated contact person if provided
- 3) parents or the guardians of an unemancipated student under 18 years of age

Alfred University's Public Safety immediately conducts an initial investigation and if after a reasonable period of time (not more than 24 hours) the student has not been located, Public Safety will proceed with the required notifications.

Report to Public Safety 607-871-2108

Daily Incident Log

The Office of Public Safety 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 date, time, and general location and disposition of the complaint. This daily log is available at the Office of Public Safety located in the Physical Plant building on campus. Please note, that entries or updates 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 Public Safety may determine that an incident be classified as "confidential" in order not to jeopardize a criminal investigation or reveal the identity of a victim.



Powell Campus Center

Emergency Notification

The University's leadership is trained in assessing emergency situations, appropriately responding to emergencies, and initiating necessary communication with those immediately impacted by the event and the greater campus community. The Chief of Public Safety/Incident Commander, or his designee, is responsible for determining the appropriate segment or segments of the campus community to receive a notification, determine the content of the notification and initiate protocols for the implementation of the emergency notification system through the established procedures.

The Chief of Public Safety/Incident Commander or designee will, upon confirmation of an emergency that necessitates evacuations, will order an evacuation or if the situation warrants instructions to "shelter in place".

The Chief of Public Safety is responsible for determining the level of an incident. In the absence of the chief, the officer on duty, will make appropriate consults and level determination. If there were a serious, immediate threat to the health and safety of the campus community the emergency response protocol would be enacted as appropriate to the situation. This can include activation of E2Campus telephone and text notification, loud-speaker, and alert message in the My.Alfred portal and the Alfred University. Notification to the greater campus community is coordinated between Public Safety and the Communications Office.

Subsequent to the emergency response and for other non-eminent serious incidents, a "Timely Warning" would be prepared and distributed to via campus e-mail, notices posted at building main entrances, the my.Alfred portal, and/or the Public Safety website. Standard notification procedures may be altered if the emergency response authorities determine it would compromise efforts to assist a victim or compromise efforts to contain, respond to or otherwise mitigate the emergency.

Victim Reporting

The Alfred University Office of Public Safety encourages members of the AU community to promptly and accurately report crimes to the AU Office of Public Safety or the appropriate police agency. If a complainant files a report with the Alfred University Office of Public Safety, the information may not be able to be kept confidential.

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Athletic Department, McLane, 607-871-2193

Center for Student Involvement, Powell Campus Center,
607-871-2175

If a community member wishes to report an incident of sexual harassment, sexual misconduct and/or sexual assault, they are encouraged to speak to a professional staff member of our Wellness Center – Counseling Services. AU professional counselors are encouraged to tell their clients about reporting procedures outlined in this document. Victims of sexual violence have the option of keeping their report in complete confidence, protecting their right to anonymity, when making a report through the AU Wellness Center – Counseling Services.

Crime Awareness and Prevention Programs

Alfred University Office of Residence Life takes an active part in the education and support of the residential community. ORL staff members are trained for prompt, appropriate response and to get students to the appropriate resources. Staff hosts programs on various safety topics each semester, in each building, by inviting speakers into the residence halls. Also, safety and the “crime of opportunity” are topics at every mandatory hall meeting. Typically, each floor has them three times each semester. Students are given the message to be safe, lock your doors, take good care of your belongings that are dear to you, and take care of each other.

Resident Directors and Resident Assistants actively work together throughout the school year conducting various programs that promote a safe and informed community. Residence Life advocates daily for students to be sure they are always locking their room doors and not propping exterior residence hall doors. This is done each evening by RA staff members on call in each residence hall, seven days / week, 8 p.m. – 8 a.m., and during the day, as needed. Specifically on RA rounds, the “If I Were a Thief” program is utilized in that staff checks room doors and, if unlocked, leaves an “If I Were a Thief” tag on the door letting students know they left their door unlocked and to encourage them to lock it.

The Wellness Center staff contributes to and organizes many aspects of teaching the campus community such as: training for the Office of Residence Life’s Resident Assistants and Resident Directors on sexual assault responding; training on date rape drugs; publicizing national weeks and days devoted to awareness of sexual violence (such as the RAINN Day, rape and incest victims’ services) using a variety of media; emergency response for sexual assault; training peer educators to present on intoxication and unwanted sex, safer sex, consent and related issues; present programs in residence halls, with clubs, and in classrooms on sexuality, consent, the role of intoxication in unwanted sex; training AU Peer Educators to provide peer programming on a variety of safety, harm, and wellness topics.

Campus Safety Advisory Board

The Campus Safety Advisory Board’s responsibilities are: to advise the President and Chief of Public Safety and Director of Environmental Health and Safety on matters of campus security, public safety (including signage and parking), and personal safety; to review and suggest improvement in safety and education programs; to assess availability of counseling services for crime victims; to review victim referral and campus response procedures for sexual assault situations; to conduct ongoing assessment of the quality of campus personal safety policies, practices, procedures, and programs; and to conform to Article 129-A of the Education Law by providing information to incoming students about sexual assault prevention measures, penalties, and related security procedures.



Brick

Safe Escort Services

Public Safety operates a Safe Escort Service on campus for any member of the University community who require an escort from dusk until dawn. This escort may consist of a vehicle or walking escort depending on the activities at the time of the call. During busy periods, callers may experience a delay in the arrival of the escort. Escorts are provided for safety, and for students, faculty and staff, and those who have physical disabilities. Escorts are not provided for groups of three or more on campus or for those who use the service for convenience purposes.

The Alfred University’s Safe Escort service is a service intended to provide escorts for persons who actually need an ESCORT and do not wish to walk ALONE at night. To request an escort:

call 871-2108

**THE SAFE ESCORT SERVICE OPERATES ALL WEEK
DURING BUSINESS HOURS AND FROM 5 P.M. TO 3 A.M.
SUNDAY-THURSDAY**

**ALSO 5 P.M. UNTIL 6 A.M. ON THE WEEKENDS
WW**

**NO ESCORTS WILL BE GIVEN FROM ONE
OFF-CAMPUS TO ANOTHER OFF-CAMPUS
LOCATION. ALTHOUGH ESCORTS ARE PROVIDED
TO LOCATIONS IN ALFRED, THEY ARE NOT
PROVIDED TO PARTIES AND RESTAURANTS. SINCE
SAFETY IS THE REASON FOR REQUESTING AN
ESCORT, WALKING ESCORTS MAY BE SUBSTITUTED
FOR VEHICLE RIDES ESCORT BY DRIVER.**

**THE ESCORT DRIVER OR PERSON RESERVES THE
RIGHT TO REFUSE AN ESCORT TO ANYONE WHO
DOES NOT MEET THE REQUIREMENTS**

This service is designed to provide safe escorts to students, faculty and staff who do not wish to walk alone at night.

Introduction to Clery

Campus Crime Statistics

In November 1990, the Student Right-to-Know and Campus Security Act of 1990 was signed into law. Compliance with this act, known as the Jeanne Clery Disclosure of Campus Security and Campus Crime Statistics Act or Clery Act, provides students and families, as higher education consumers, with the information they need to make an informed decision. The Higher Education Amendments of 1992 imposed new requirements for preventing, reporting, and investigating sex offenses that occur on campus. In 1994, the U.S. Department of Education issued the final regulations needed to implement the Higher Education Act of 1965 as amended by the Student Right-to-Know and Campus Security Act (Public Law 101-542), the Higher Education Technical Amendments of 1991 (Public Law 103-26), the Higher Education Amendments of 1992 (Public Law 102-325), and the Higher Education Technical Amendments of 1993 (Public Law 103-208).

In accordance with the Clery Act, data collected in this report represents activity on the Alfred University campus and in the Village of Alfred.

As required by the Clery Act, the University must report all hate crimes. A hate crime occurs when a person is victimized intentionally because of his or her actual or perceived race, gender, religion, sexual orientation, ethnicity or disability. For 2012 there were 0 offenses that were classified as hate crimes.

The crimes presented are based on disciplinary referrals filed with the following offices: Dean of Students, Chief of Public Safety, Director of Residence Life, Director of Athletics and Alfred Police Department. A disciplinary referral is a student who's conduct has been documented and is subject to Alfred University's conduct process. Statistics are based on referrals; this does not differentiate whether or not the student was found in violation or not. Criminal offenses that if determined unfounded are not included within this report. As directed by the statutes of the federal government, Alfred University does not permit an officer, employee, student or agent of this institution, to retaliate, intimidate threaten, coerce, or otherwise discriminate against any individual reporting violations to the Clery Act.

Student Conduct Referrals: 2010, 2011, 2012

Numbers prior to 2011 are combined, on-campus and on-campus in a residence hall, the new reporting guidelines require the 2011 numbers to be separated

| Disciplinary Actions | On campus, including Residence Halls | | | Of the total # on campus-these occurred in a Residence Hall | | | On Public Property | | |
|----------------------------|---|------|------|--|------|------|--------------------|------|--|
| | 2010 | 2011 | 2012 | 2011 | 2012 | 2010 | 2011 | 2012 | |
| Illegal Weapons possession | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | |
| Drug law violation | 63 | 98 | 92 | 98 | 79 | 4 | 0 | 0 | |
| Liquor law violations | 103 | 144 | 99 | 144 | 90 | 6 | 0 | 0 | |

Reporting-definitions

"On-campus" offenses include all offenses which occurred in or on all University-owned property or buildings.

"Residence halls" are categorized as all residential housing owned by the University including special interest houses.

"Non-campus building or property" and "public property" includes property owned or rented by student organizations officially recognized by the University and those owned or rented by the University outside of the campus boundaries. The offenses presented also include statistics reported by the Alfred Police Department.

"Public property" represents the Village of Alfred, which includes thoroughfares, streets, sidewalks and parking facilities immediately adjacent to the campus.

Statistics are based on referrals; this does not differentiate whether or not the student was found in violation.

| Criminal Offenses | On campus, including Residence Halls | | | Of the total # on campus-these occurred in a Residence Hall | | | On Public Property | | |
|--|---|------|------|--|------|------|--------------------|------|------|
| | 2010 | 2011 | 2012 | 2010 | 2011 | 2012 | 2010 | 2011 | 2012 |
| Murder/Non-negligent Manslaugh | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 |
| Negligent Manslaughter | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 |
| Sex Offense (forcible) | 1 | 0 | 0 | 1 | 0 | 0 | 0 | 0 | 0 |
| Sex offense (non-forcible) | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 |
| Robbery | 1 | 1 | 0 | 0 | 0 | 0 | 1 | 0 | 0 |
| Aggravated Assault | 1 | 1 | 2 | 0 | 1 | 0 | 2 | 0 | 0 |
| Burglary | 4 | 7 | 3 | 2 | 4 | 0 | 2 | 0 | 0 |
| Motor Vehicle Theft | 0 | 1 | 2 | 0 | 0 | 0 | 0 | 0 | 0 |
| Arson | 0 | 3 | 0 | 0 | 3 | 0 | 0 | 0 | 0 |
| Any other crimes involving bodily injury | | | | | | | | | |
| Larceny* | | 0 | 0 | | 0 | 0 | | 0 | 0 |
| Simple Assault* | | 0 | 0 | | 0 | 0 | | 0 | 0 |
| Intimidation* | | 0 | 0 | | 0 | 0 | | 0 | 0 |
| Damage/Vandalism of Property* | | 0 | 0 | | 0 | 0 | | 0 | 0 |

| Hate Crimes | On campus, including Residence Halls | | | Of the total # on campus-these occurred in a Residence Hall | | | On Public Property | | |
|--------------------------------|---|------|------|--|------|------|--------------------|------|------|
| | 2010 | 2011 | 2012 | 2010 | 2011 | 2012 | 2010 | 2011 | 2012 |
| Murder/Non-negligent Manslaugh | 0 | 0 | 0 | | 0 | 0 | 0 | 0 | 0 |
| Negligent Manslaughter | 0 | 0 | 0 | | 0 | 0 | 0 | 0 | 0 |
| Sex Offense (forcible) | 0 | 0 | 0 | | 0 | 0 | 0 | 0 | 0 |
| Sex offense (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 | 0 | 0 | 0 | | 0 | 0 | 0 | 0 | 0 |
| Motor Vehicle Theft | 0 | 0 | 0 | | 0 | 0 | 0 | 0 | 0 |
| Arson | 0 | 0 | 0 | | 0 | 0 | 0 | 0 | 0 |

| Arrests | On campus, including Residence Halls | | | Of the total # on campus-these occurred in a Residence Hall | | | On Public Property | | |
|----------------------------|---|------|------|--|------|------|--------------------|------|---|
| | 2010 | 2011 | 2012 | 2011 | 2012 | 2010 | 2011 | 2012 | |
| Illegal Weapons Possession | 0 | 0 | 0 | | 0 | 0 | 0 | 0 | 0 |
| Drug Law Violation | 2 | 22 | 6 | | 6 | 3 | 4 | 3 | 3 |
| Liquor Law Violation | 6 | 7 | 0 | | 0 | 0 | 1 | 0 | 0 |

Emergency Evacuation

Student Housing

In all residence halls, students are expected to leave the facility immediately after the fire alarm is activated. Staff members are expected to leave at the time of an alarm and make cursory checks of floors and wings as they progress downward to the main floor of the hall. Moreover, staff members assume responsibilities such as conducting a "head count" of their residents and securing the outside doors to prohibit students from reentering the hall as they wait for the fire department to determine the cause of the alarm activation. Staff members report to Public Safety and the local fire department any special needs or issues they observe while evacuating the facility.

Security in Residence Halls

The Alfred University Office of Residence Life is committed to providing a safe environment in all residence halls. Students are made aware of safety concerns as well as tips on prevention through residence hall building, floor meetings and presentations. While many safeguards are in place for residence hall students, each student must do his/her part to assure a safe and secure environment by adhering to the safety related policies and procedures. A graduate resident director supervises each of the residence halls, who in turn is supervised by a professional master's level staff member if the Office of Residence Life.

Residence halls are co-ed, each with 24 hour inter-visitation. Graduate resident directors and undergraduate resident assistants, all members of the University Residence Life staff, live in the residence halls and participate in an on-call duty rotation. The Student Affairs team is on-call 24 hours a day and is comprised of graduate RDs and professional staff members of the Office of Residence Life. They are trained in University rules and regulations, enforcement procedures, crisis management and fire safety.

Access to the individual residence halls is restricted to residents of each building who have key access, and guests who are hosted by the residents. All outside doors of residence halls are locked 24 hours a day. Resident assistants are on call between the hours of 9 p.m. and 8 a.m. nightly and monitor access to the first year residence halls from evening to early morning hours by completing rounds of the living area, registering guests and visitors entering the residence hall and reporting any unusual circumstances or situations in the residence hall.

Residence halls are communities in which each resident must take responsibility for personal safety including keeping room doors locked (all student doors have conventional locks), not propping open exterior building doors, not walking alone, and immediately notifying Residence Life staff, Public Safety or the Police Department of any suspicious people or activities.



Bartlett Hall

Special Interest Houses that are not located on University property and are controlled by individual student organizations or academic programs each have their own access policies and procedures that are monitored by the organization's coordinators and house residents. Public Safety and Alfred Police Department responds to incidents at these locations.

As a priority, the University Physical Plant maintains the safety and security of all buildings and grounds on the campus. Repairs that affect safety and security are made promptly. The campus is well lit. The lighting system is maintained and upgraded on an on-going basis.

Annual Education Programs

Though comprehensive awareness programs, members of the University community learn more about the University's efforts to enhance their safety and become aware of their personal stake in their own security and that of others. Below is a sample listing of crime prevention and personal safety programs presented by various offices of Alfred University in Academic year 2012-2013.

Nonviolent Sexuality: Making Peace with Passion, Miller Theater

How do you deal with sex? If you don't have it all figured out, join the club! It's a really big club! Better yet join us! You'll be glad you spent the hour with Bob Hall! You're invited! Bring a Date! Bring a friend!

It's About Hooking Up & Getting Some is a fun and interactive program that shows the good, the bad and the ugly sides of the college dating scene.

Interactive Educational Bulletin boards: Three times each semester bulletin boards are created by staff members, on every floor of each residence hall, on a variety of topics including safety-related topics.

Bio-feedback: An Interactive Activity Come in and explore how your mind and body interact during times of high emotion, and how to start regulating your reactions to help improve academic and social success.

The Emergency Folder is Alfred University's emergency response information folder that is issued to all faculty, staff and students. This orange folder gives the member of the campus community guidelines on how to respond to campus emergencies such as bomb threats, fire, medical emergency and studio/lab accidents. This folder also outlines what you should do if you are notified that an emergency is occurring or what to do if you are threatened with physical harm. Additional folders can be received at the Office of Public Safety.

Meet a Cop is held during National Campus Safety Awareness Month. The Office of Public Safety hosts "Meet a Cop Night". This event invites the campus community to come meet a Police Officer from local police departments which include Alfred University, Alfred, Wellsville, Andover, along with the Allegany County Sheriff's Office and the New York State Police. This gives people the chance to meet and speak to an officer about campus and personal safety topics and view equipment they would use when they respond to a campus situation. There are also police K-9 demonstrations, food, music and refreshments.

If I Were a Thief are pre-printed post-it notes the RAs place on residence hall room doors during building rounds when they are found unlocked and unoccupied.

Alfred University

CAMPUS MAP



- 1 Merrill Field
- 1a Connors Family Pavilion
- 1b Softball Field
- 2 Tennis Courts
- 3 The Marlin Miller Performing Arts Center
- 4 Ade Dining Hall
- 5 Pine Hill Suites
- a Norwood
- b Phillips
- c Tredennick
- d Crawford
- e Shults
- f Davis
- g Kenyon
- 6 Residence Halls
- h Reimer Hall
- i Tefft Hall
- j Barresi Hall
- k Cannon Hall
- 7 McLane Physical Education Center
- 7a McLane Annex
- 8 Bartlett Hall
- 9 Franklin W. Olin Building
- 10 McMahan Building
- 11 Scholes Library
- 12 Davis Gym
- 13 Harder Hall

- 14 McGee Pavilion
- 15 Science Center
- 16 Perlman Hall
- 17 Myers Hall
- 18 Seidlin Hall
- 19 Inamori Museum of Ceramic Art at Binns-Merrill Hall
- 20 Hall of Glass Science and Engineering
- 21 Student Engineering Projects Lab (STEP)
- 22 Seidlin Annex/Engineering Laboratories
- 23 Physical Plant and Public Safety Office
- 24 Greene Hall
- 25 Carnegie Hall
- 26 Kanakadea Hall
- 27 The Arthur and Lea Powell Campus Center
- 28 The Robert R. McComsey Career Development Center
- 29 Davis Memorial Carillon
- 30 Howell Hall
- 31 Ford Street Apartments
- 32 Openhym Residence Hall
- 33 Judson Leadership Center
- 34 Alumni Hall
- 35 Herrick Memorial Library
- 36 Brick Residence Hall
- 37 Village Bandstand
- 38 Crandall Hall
- 39 Kruson Residence Hall
- 40 Saxon Inn

- 41 Gothic Chapel
 - 42 International House
 - 43 Child and Family Services
 - 44 Wellness Center
 - 45 Honors House
 - 46 Confucius House
 - 47 Language House
 - 48 Environmental Studies House
 - 49 The Stull Observatory
 - 50 Hillel House
 - 51 National Casting Center (off map)
 - 52 Welcome Center at the Fasano House
 - 53 Cohen Arts Center
 - 54 Joel's House
 - 55 Ann's House
 - 56 The Bromley-Daggett Equestrian Center at the Maris Cuneo Equine Park (off map)
- Parking for visitors to the Admissions Office is available in the Alumni Hall lot (34). Parking is available to other visitors for short periods in the remaining lots or at parking meters on village streets. Persons remaining more than three days should obtain a temporary permit from the Safety Office in Physical Plant (23).
- Note: To simplify identification of Alfred University buildings, certain Alfred Village structures have been omitted from this map.

Security of Non-Residential Buildings

The Office of Public Safety is committed to providing a safe and secure environment to all academic and non-academic buildings. The Office of Public Safety performs routine patrols through all buildings during Public Safety's hours of service. When Public Safety is closed the Night watchman, a member of the Alfred University Heating Plant staff also makes scheduled rounds throughout all building on the University Campus to insure their security.



In May of 2002 Greek life was disbanded; there are no off campus Wstudent organizations to report.



Resources

There are numerous resources both on and off campus to confidentially assist individuals with alcohol or other drug-related concerns including prevention, education, assessments, and treatment referrals. Early contact with a professional can often prevent a subsequent crisis or a tragedy.



Health & Wellness Center

Campus Wellness Education Program

The goal of the Campus Wellness Education Program is to support the educational mission of the University by engaging every AU student in the development of life-long health, both personally and as a healthy community.

One-on-one education sessions and online educational units and other classes are designed as an educational alternative to punitive conduct sanctions for violations of the University Substance Use & Abuse Policy. Students are provided with the opportunity to gain new knowledge about the effects of alcohol and other drugs on health, academic performance, and college life and to evaluate their personal risk factors. Students also discuss personal strategies to lower their risks. The goal of this program is to increase individual health knowledge, skills and protective factors related to the substance use and abuse and move students towards a more healthful lifestyle.

On-Campus:

- Wellness Education Program.....607-871-2300
- AU – Health Services.....607-871-2400
- AU – Counseling Services.....607-871-2300
- Office of Residence Life Bartlett Hall.....607-871-2186

The Allegany Council on Alcoholism & Substance Abuse
76 Park Ave, Wellsville, NY 14895
585-593-6738

The Steuben County Department of Alcoholism & Substance Abuse
115 Liberty Street, Bath, NY 14810
607-664-2156

MATCH Association for Children of Alcoholics
11426 Rockville Pike Suite 100
Rockville, MD 20852
301-468-0985

Drug Abuse and Addiction Hotline...585-593-5706

Alcoholics Anonymous...716-372-4800

24 Hour Crisis Hotline...585-593-5706

NYS Drug Info Line...800-522-5353

National Council on Alcoholism & Drug Dependence.....212-206-6770

Non-Emergency Medical Transport (NEMT)

Contact the the Public Safety Office 607-871-2108 or the Residence Life Office 607-871-2186, transportation can be arranged and the fee placed on your student account.

Behavior Assessment Team/BAT

As a result of a growing national trend on college campuses of mental health issues and the increase in hospitalizations and deaths due to alcohol consumption, Alfred University created the Behavior Assessment Team (BAT). BAT has been charged with increasing early intervention and prevention efforts to maintain a healthy environment for the entire Alfred University community.

The mission of the Alfred University Behavior Assessment Team is to identify students who have engaged in threatening behaviors or done something that raised serious concerns about their well-being, stability, or potential for violence or suicide.

The Behavior Assessment Team is committed to improving the Alfred University community safety through a proactive, collaborative, coordinated, objective, and thoughtful approach to the prevention, identification, assessment, intervention, and management of situations that pose a threat to the safety and well-being of the campus community.

Reasons for BAT Referral:

- Self-injurious behavior/suicidal ideation or attempt behaviors including, but are not limited to suicidal thoughts or actions
- Erratic behavior (including online activities) that disrupts the mission and/or normal proceedings of students, faculty, staff or community behaviors include, but are not limited to: weapons on campus, significant inappropriate disruption to the community, potential for safety being compromised
- Transportation to the hospital for alcohol and drug use/abuse

Team composition: Dean of Students, Director of Counseling and Wellness Center, Chief of Public Safety, Director of Residence Life (Additional members specific to individual student issues, as needed.)

If you would like to submit a report, please send a detailed description of the incident using specific, concise and objective language to AU Report It (found on the home page of MyAU), studentaffairs@alfred.edu, or call 607-871-2132.

SUBSTANCE USE & ABUSE POLICY 2013-2014

PHILOSOPHY

The abuse of alcohol and other drugs severely limits the ability of individuals to succeed academically, professionally, and personally. Substance abuse has been linked to health problems, accidents, decreased academic and job performance, violence, vandalism, sexual misconduct, financial difficulties, legal problems and other negative consequences for individuals and the entire University community.

In keeping with its mission and in complying with federal regulations such as the Drug-Free Workplace Act of 1988 and the Drug-Free Schools and Communities Act of 1989, Alfred University has established this policy to promote an environment that encourages learning, fosters respect for people and property, and supports individual development and success. The responsibility for preserving this environment extends to all members of the University community including faculty, staff, administrators, and students. Therefore, this substance use and abuse policy is intended to provide information about standards of conduct, the risks of use of illicit drugs and the abuse of alcohol, applicable legal and University sanctions for employees and students, and resources available for the prevention, intervention, and treatment of substance abuse.

POLICIES

The following policies consider the rights people have to privacy, to be treated as equal members of the University community and to participate in the responsible possession and consumption of legal substances as defined by federal, state, and local laws and the statements below.

- No person (including students and employees) under the age of 21 will be allowed to possess, purchase, consume, or knowingly be in the presence of alcohol.
- No alcoholic beverages shall be permitted in rooms, apartments or suite common areas of students under the age of 21. If an underage student resides in the same room, apartment or suite as a student of legal drinking age, the over-21 student may not distribute, sell, possess or consume alcohol in their assigned residence hall room.
- Only quantities and containers appropriate to individual consumption are permitted for private use by students of legal age.
- No person (including students and employees) will be permitted to provide an individual under the age of 21 with alcohol.
- No open alcoholic container will be allowed on University premises except at:
 - Events in locations that carry the appropriate reservations and an approved university alcohol permit.
 - Residence hall rooms, suites, or apartments assigned to students who are at least 21 years old.
- NOTE: No one under the age of 21 may possess, consume, or knowingly be in the presence of alcohol in any location at any time. If an underage student resides in the same room, apartment or suite as a student of legal drinking age, the over-21 student may not distribute, sell, possess or consume alcohol in their assigned residence hall room.
- The sponsor of an event to be held on University premises will be responsible for the acquisition, distribution, and monitoring of alcohol as prescribed by this policy and the University alcohol permit.
- The office of student affairs may recommend or mandate the presence of an advisor, security, additional staff, and/or other controls at any event where alcohol will be served.
- If alcohol is being served, the sponsoring organization must provide food and non-alcoholic beverages in sufficient quantities as outlined by the University alcohol permit.
- Alcohol service must cease at least one hour prior to the end time of the event.
- Any organization or individual(s) wishing to advertise a function on University premises may not include any reference to providing or selling alcoholic beverages at that activity.
- Alcoholic beverages shall not be provided as free awards to individual students or recognized organizations. This includes promotional activities such as raffles and contests.
- Beer balls, kegs or any other materials used to enable mass consumption of alcohol are not permitted on University premises unless approved by the office of student affairs.
- No person under the age of 21 will be allowed to possess empty alcoholic beverage containers.
- No person (including students and employees) shall possess, use, or distribute illicit drugs or drug paraphernalia.
- Alcoholic beverage consumption or possession at University athletic facilities, including but not limited to Merrill Field and McLane Center, during scheduled athletic events is prohibited. Any containers of alcoholic beverages will be confiscated at the entrances. Disorderly conduct on the part of an individual(s) will result in that person(s) being asked to leave the event.

PROCEDURES

- Any organization or individual(s) planning to sponsor a function with alcohol present on University premises must submit a University alcohol permit for approval to the office of student affairs, at least three weeks prior to the date of the event. The University alcohol permit form may be obtained from the office of student affairs.
- The use of alcohol on campus is not encouraged and the sponsor/host must justify why alcohol should be present.
- The Dean of Students or designee will review the request to determine if it will be granted, denied, or granted subject to modification. All decisions will be final. Permits will be returned to the originator(s) within seven working days of receipt in the office of student affairs.
- Where alcohol is to be served at a facility other than Ade Hall, Howell Hall, or the Powell Campus Center, a New York State Alcohol Beverage Control Board (ABC) permit will have to be obtained in addition to the University alcohol permit. Allow additional time for this process.
- The University alcohol permit should not be confused with facility reservations. All facility reservations will be made by the sponsoring club, organization, and/or University office. A list of contacts for facility reservations is available in the University directory.

RESPONSIBILITY

In keeping with Alfred University's philosophy, the primary control for responsible alcohol use lies with the individual. Additionally:

- Sponsoring organizations or individuals will ensure that all University regulations, and specifically the substance use and abuse policy, are adhered to when organizing and conducting activities.
- The division of student affairs will respond immediately to reported incidents of inappropriate alcohol use or distribution and to any illegal drug use or distribution. This response will follow current procedures and may be referred to local, state, or federal police agencies.
- Residence hall staff is authorized to monitor the use of alcohol or illicit drugs within the residence halls, confront inappropriate use, and report misuse according to the current internal procedures.
- University staff, including but not limited to public safety and residence life staff, is authorized to report violations of the University's substance use and abuse policy to the appropriate office.

VIOLATION OF THE UNIVERSITY ALCOHOL PERMIT POLICY

The following sanctions are intended to promote learning and personal development while preventing individuals and groups from compromising the learning environment or the health and safety of themselves and others.

- If any organization or individual(s) are found to be in violation of the University alcohol permit agreement, the violator(s) will not be allowed to file for another permit for a maximum of two years.
- If a student is found to be in violation of the University substance use and abuse policy, that person will be subject to the STUDENT CONDUCT action up to and including expulsion from school. If a student is held responsible for a violation of this policy, the parent or legal guardian may receive a copy of the letter sent to the student documenting outcome of a related STUDENT CONDUCT hearing. Federal regulations permit this notification without the student's consent for those students who are under the age of 21. This notification will be mailed to the address of record of the parent or guardian.
- If an employee is found to be in violation of the University substance use and abuse policy, that person will be subject to the current disciplinary policies of the University up to and including termination of employment.

- If a student or employee is assessed with a substance abuse problem, that person may be given the opportunity to seek assistance for the problem. However, if that person refuses or fails to follow through with the assistance program, sanctions will be imposed up to and including expulsion from the University or termination of employment.

POLICY REVIEW

This policy is reviewed on an annual basis. Comments or questions may be directed to the office of student affairs.

Contact: 607-871-2132 8:30 AM – 4:30 PM or studentaffairs@alfred.edu

DISTRIBUTION

A reasonable effort will be made to distribute this policy annually to every student and employee as directed by the 1989 Drug-Free Schools and Communities Act.

CRITICAL INFORMATION FOR STUDENTS AND EMPLOYEES - WARNING

Alcohol is the drug most frequently abused in American society. The irresponsible use of alcohol is directly related to poor grades, violence, vandalism, sexual assault, sexually transmitted diseases, unplanned pregnancies, accidents, health problems, addiction, and death on college campuses. Alcohol is the number one health risk for college drinkers and nondrinkers who are often impacted by the behavior of intoxicated individuals. It is imperative to stay in control whenever in a situation where alcohol is being used.

RESOURCES

There are numerous resources both on and off campus to confidentially assist individuals with alcohol or other drug related concerns including prevention, education, assessments, and treatment referrals. Early contact with a professional can often prevent a subsequent crisis or a tragedy.

SUMMARY OF LOCAL, STATE, AND FEDERAL LAWS

New York's Alcohol Beverage Control Laws contains a variety of laws governing the possession, use and consumption of alcoholic beverages. The act applies to the students and employees of this institution. As required by the Federal Drug-Free Schools and Communities Act of 1989, the pertinent laws, including sanctions for their violation, are summarized below:

Students and employees are responsible for knowing local, state and federal laws that apply to the possession, consumption, and distribution of alcohol and controlled substances. Listed below are some of these relevant laws. For more information or a complete listing, contact any law enforcement agency.

Open containers -It is unlawful to possess an open container, resealed or partly open bottle, can, container, or similar article containing an alcoholic beverage in a public place within the Village of Alfred.
Maximum fine, first offense: \$500

Providing alcohol to those under 21 - Giving or selling alcohol to persons under the age of 21 is a Class B misdemeanor.
Maximum fine, first offense: \$500

Selling alcohol without a license - Selling alcohol without a license (i.e. charging admission to a party where alcohol is distributed) is a misdemeanor.
Fines range from \$250-\$1,000

Fake identification - Creating, altering or possessing an altered written instrument officially issued or created by a public office, public servant or government instrumentality (i.e., a driver's license) is a Class D felony.
Maximum fine of \$5,000 for the first offense.

Social host liability (The Dramshop Act) - It is illegal to give or sell alcohol to a person who is already intoxicated. Additionally, individuals and organizations that host parties can be held liable for damages and injuries that intoxicated guests inflict on themselves or others during or after these events.

Possessing marijuana - It is illegal to possess marijuana.
less than 25 grams – violation; maximum fine, first offense: \$250
more than 25 grams-Class B misdemeanor; maximum fine, first offense: \$500
more than 2 ounces-Class A misdemeanor; maximum fine, first offense: \$1,000
more than 16 ounces-Class D felony; maximum fine, first offense: \$5,000
more than 10 pounds-Class C felony; maximum fine, first offense:\$15,000

Selling marijuana - Selling marijuana in tiny quantities is a misdemeanor with fines between \$250 and \$1,000. However, selling more than 25 grams is a Class E felony and selling more than one pound is a Class C felony Maximum fine of \$15,000 for first offenders.

Other controlled substances - Penalties for the possession and sale of other controlled substances are much harsher than for marijuana and often include mandatory jail terms in addition to substantial fines.

A note about criminal penalties - For alcohol and other drug violations, each criminal case is evaluated separately and individual penalties can vary to include greater or lesser fines and other sanctions including community service, probation, and/or prison. The criminal justice process is separate from the Alfred University STUDENT CONDUCT process and both may occur simultaneously.

Alfred University assumes no responsibility for changes to or errors in interpreting local, state, or federal laws.

Refer also to the Controlled Substances - Uses & Effects Chart

| Drug | <i>Acute Health Effects</i> | <i>Long-Term Health Effects</i> | <i>In Combination With Alcohol</i> | <i>Withdrawal Symptoms</i> |
|---|---|---|---|---|
| Marijuana | Heightened sensory perception; euphoria followed by drowsiness/relaxation; impaired short-term memory, attention, judgment, coordination and balance; increased heart rate; increased appetite | Addiction: About 9% of users; about 1 in 6 of those who started using in their teens; 25%-50% of daily users Mental Disorders: May be a causal factor in schizophreniform disorders (in those with a pre-existing vulnerability); is associated with depression and anxiety Smoking Related: Chronic cough, bronchitis, lung and upper airway cancers are undetermined | Effect on blood pressure; impairment of cognitive, psychomotor, and driving performance | Irritability; difficulty sleeping; strange nightmares; cravings; anxiety |
| Cocaine | Dilated pupils; increased body temperature, heart rate, and blood pressure; nausea; increased energy and alertness; euphoria; decreased appetite and sleep High doses: Erratic and violent behavior; panic attacks | Addiction; restlessness; anxiety; irritability; paranoia; panic attacks; mood disturbances; insomnia; nasal damage and difficulty swallowing from snorting; GI problems; risk of HIV if administered intravenously | Greater risk of overdose and sudden death than either drug alone | Depression; fatigue; increased appetite; insomnia or hypersomnia; vivid unpleasant dreams; psychomotor retardation or agitation |
| Prescription Stimulants (Adderall, Ritalin, etc.) | Increased alertness, attention, and energy; irregular heartbeat; dangerously high body temperature; potential for cardiovascular failure or seizures | High doses especially, or alternate routes of administration (ex. snorting, injecting) can lead to anxiety, hostility, paranoia, and psychosis; addiction | Masks the depressant action of alcohol, increasing risk of alcohol overdose; may increase blood pressure; jitters | Depression; fatigue; increased appetite; insomnia or hypersomnia; vivid unpleasant dreams; psychomotor retardation or agitation |
| Prescription Sedatives/Sleeping Pills | Drowsiness; relaxation; overdose | Tolerance; physical dependence; addiction | Slows both heart rate and respiration, which can be fatal | Seizures; for barbiturates, abrupt cessation can be life-threatening |
| LSD | Elation; depression; arousal; paranoia or panic; impulsive behavior; rapid shifts in emotions; distortions in perception; increased body temperature, heart rate, and blood pressure; nausea; loss of appetite; sweating; dry mouth; jaw-clenching; numbness; sleeplessness; dizziness; weakness; tremors High Doses: Panic; paranoia; feelings of despair; fear of insanity; death | Frightening flashbacks; Hallucinogen Persisting Perception Disorder (HPPD); low addictive potential, however tolerance does develop | | |
| Salvia | Short-lived but intense hallucinations; altered visual perception, mood, and body sensations; emotional swings; feelings of detachment from one's body; highly modified perception of external reality and self; sweating | Unknown addictive potential | | |
| Ketamine | Anxiety; agitation; insomnia; euphoria; excitement; slurred speech; blurred vision; irregular heartbeat Low Doses: Nausea; elevated blood pressure; sedation; impaired attention, memory, and motor function Higher Doses: Immobility; distortions of auditory and visual perceptions; feelings of being separated from one's body and environment; hallucinations; memory problems | Cognitive impairment, including verbal and short-term memory; blurred vision; loss of coordination | Increased risk of nausea and vomiting; decreased respiration; coma; death; because chances of vomiting and unconsciousness are increased, individuals risk choking to death on their own vomit | |
| Ecstasy (MDMA) | Euphoria; increased energy, alertness, tactile sensitivity, and empathy; decreased fear and anxiety; increased/irregular heartbeat; dehydration; chills; sweating; impaired cognition and motor function; reduced appetite; muscle cramping; teeth grinding/clenching; in rare cases—hyperthermia, muscle tissue breakdown, and death | Impulsiveness; irritability; sleep disturbances; anxiety; addiction | | |
| Street Opioids (Heroin, Opium) | Euphoria; warm flushing of skin; dry mouth; heavy feeling extremities; clouded thinking; alternate wakeful and drowsy states; itching; nausea; depressed respiration | Addiction; physical dependence; risk of collapsed veins, abscesses, HIV, and Hepatitis C if used intravenously | Dangerous slowdown of heart rate and respiration; coma; death | Restlessness; muscle and bone pain; insomnia; diarrhea; vomiting; cold flashes with goose bumps; leg movements |
| Prescription Opioids (Hydrocodone, Oxycodone) | Pain relief; drowsiness; nausea; constipation; euphoria-in some When taken other routes (ex. snorting, injected): increased risk of depressed respiration, leading to coma or death | Tolerance; addiction | Dangerous slowing of heart rate and respiration; coma; death | Restlessness; muscle and bone pain; insomnia; diarrhea; vomiting; cold flashes with goose bumps; leg movements |
| Androgenic Anabolic Steroids | Headaches; acne; fluid retention (especially in the extremities); gastrointestinal irritation; diarrhea; stomach pains; oily skin; jaundice; hypertension; infections can develop at the injection site | Liver damage; high blood pressure; increases in LDL ("bad" cholesterol) and decreases in HDL ("good" cholesterol); cardiac hypertrophy (thickening of the heart muscle); atherosclerosis (hardening of the arteries) | May be synergistic in precipitating impulsive behavior (more research is needed) | Mood swings; fatigue; restlessness; loss of appetite; insomnia; reduced sex drive; steroid cravings; depression—sometimes leads to suicide attempts |

Controlled Substances - Uses & Effects Chart

Local Police Agencies & Working Together

Alfred University contracts with the Village of Alfred Police Department to provide law enforcement on campus when needed. Although, AU Public Safety Officers are certified police officers, the University & Village are in agreement that all law enforcement procedures (arrests) are carried out by the village officers. Notification of all arrest/incident reports by the local police department are submitted to the Office of Public Safety; this is a close and successful working relationship.



The Village Police Department also provides training and work in consultation with the Alfred University Office of Public Safety and officials on an as needed basis.

Members of the University community are encouraged to file reports with the Office of Public Safety as well as the Alfred Police Department. New York State Police and County Sheriffs Department are also available to assist.

Local Law Enforcement Statistics

The chart below is provided by the Chief of Alfred's Police Department, Timothy J O'Grady.

| | On Campus | Public Prop |
|--|-----------|-------------|
| Murder and non-negligent manslaughter | 0 | 0 |
| Negligent manslaughter | 0 | 0 |
| Forcible sex offenses | 0 | 0 |
| Non-forcible sex offenses | 0 | 0 |
| Robbery | 0 | 0 |
| Assault | 0 | 0 |
| Burglary | 0 | 0 |
| Motor vehicle theft | 0 | 0 |
| Arson | 0 | 0 |
| Actual Fires | 0 | 0 |
| Injury or Death From Fire | 0 | 0 |
| Hate crimes | 0 | 0 |
| Weapons possession | 0 | 0 |
| Drug violations | 0 | 0 |
| Liquor Law violations | 0 | 0 |



Alfred Police Department

7 West University Street, Alfred, NY 14802

607-587-8877



Non-Emergency Services

Concerning Emotional Behavior - During business hours, assist the student in receiving counseling services and offer to walk them there. Call 2300 to request an outreach, or fill out an online Student Alert, or contact the Student Affairs Office for guidance, 607-871-2132. After hours contact the Public Safety Office to file a report.

Alfred Community Coalition

The Alfred Community Coalition is comprised of members from Alfred University, Alfred State College, the Village and Town of Alfred who are dedicated to addressing issues that arise regarding students living in the Alfred community. The Coalition works proactively to reduce high risk behaviors of students in the community. The Coalition also is committed to promote responsible decision-making of college students on their rights and responsibilities as good neighbors and citizens in the Village and Town of Alfred.

Accomplishments:

- Expanded membership to include a landlord, a business owner, and the health/wellness/alcohol and other drug (AOD) educators from each campus
- Explored the idea of restorative justice and a community/town "court" for alternative sanctioning of students who might otherwise go through the court system for alleged violations Pursued grant funding for the development of "town-gown" initiatives and partnerships; submitted a federal grant for sexual assault prevention on the AU and ASC campuses
- Expanded on education for students at both campuses who intend to move off campus, including a risk management seminar

THREAT OF PHYSICAL BEHAVIOR?

By text, email, IM or phone call - document the messages.

Threatening or aggressive behavior - leave the area and help to remove others to a safe place.

INCLEMENT WEATHER CLOSING PROCEDURES

Occasionally, emergency situations require that the university be closed. In such instances the following protocol and procedures apply:

AUTHORITY FOR CLOSING

All decisions related to closing university offices and/or classes will be made by the President, based on information collected and provided by the Director of Capital Operations & Legal Affairs, and/or Coordinator of Environmental Health & Safety. Should the President determine that closing is necessary, he will convey decisions and instructions to the Director of Capital Operations & Legal Affairs, and/or Coordinators of Environmental Health & Safety as required for implementation.

Supervisors are not authorized to close offices except at the explicit instruction of the President.

A. Total Closing Prior to Beginning of Workday- Offices and Classes

(Note: All such closings become effective for the duration of the calendar day which they are announced.)

When it is determined that the University must be closed entirely, both offices and classes, with only essential staff being asked to report, the decision will be conveyed using various media. They include the following:

1. Radio Announcement;
2. E-mail Messages;
3. Voice Mail Messages.

(At the direction of the President of Communications and/or the Coordinator to initiate all such activity)

Radio announcements will be conveyed to radio stations included below. Such announcements will normally occur several times between approximately 6:00 and 9:00 a.m.

E-mail messages will be sent to students, faculty and staff. Such communication will appear as priority mail when one initially logs on to the system.

Voice mail messages will be sent as priority voice mail to all individual voice mailboxes. Voice mail subscribers may hear such messages by dialing 607-871-2888 and following instructions for accessing one's personal mailbox. Those who are not subscribers to the system may call the University's information number: 607-871-3050.

B. Partial Closing Prior to Beginning of Workday- Offices Only, Classes Continue

When it is determined that the University will be partially closed due to a weather-related emergency (Offices only, faculty report

and classes continue, physical plant staff follow instructions previously included in Footnote One of this document), radio announcements will not normally occur. Rather, those questioning whether a partial closing might be in effect are requested to use the email or voice mail system as described above. However, partial closings, which cannot be reasonably foreseen according to circumstances, will continue to be announced on the radio.



C. Closing During a Workday

(Note: All such closings become effective at the designated time and continue throughout the remainder of the calendar day in which they are announced.)

Should the President find it necessary to close offices during the workday (with only essential staff being asked to report or stay), he will inform the Director of Capital Operations & Legal Affairs, and/or Coordinator of Environmental Health & Safety who in turn will notify the following individuals: (1) Telecommunications Technician; and, (2) Director of Capital Operations & Legal Affairs, and/or Coordinators of Environmental Health & Safety will notify both Offices or Human Resources, whereby staff will initiate the University phone-chain. (See below)

In the event Alfred University offices must close early on an particular day, whether due to inclement weather or other extenuating circumstances, telephone communications will originate in the Office of Human Resources. The contact person identified on the phone chain will advise supervisors listed within their division and/or building. If the supervisor is not available, the supervisor's assistant will be notified.

D. In weather-related emergency closings, Physical Plant Grounds Crew and Heating Plant personnel should report as usual. For all other types of closings, Physical Plant staffs are asked to call Ext 2154 for further instruction. When students are in residence, food services and health center staff are also expected to report according to standing instructions as received from the Vice President of Student Affairs.

RADIO STATIONS TO RECEIVE CLOSING NOTIFICATIONS

| Radio Station | Dial | Location | WKPQ-FM | 105.3 | Hornell |
|---------------|-----------|------------|---------|-------|------------|
| WSKG | 90.9 | Binghamton | WCKR-FM | 92.1 | Hornell |
| WGR-AM | 550 | Buffalo | WLEA-FM | 1480 | Hornell |
| WKSE-FM | 98.5 | Buffalo | WPIG | 95.7 | Olean |
| WNED-AM | 970 | Buffalo | WHDL | 95.7 | Olean |
| WIVB-TV | Channel 4 | Buffalo | WHAM-AM | 1180 | Rochester |
| WCBA AM-FM | 1350 | Corning | WVOR-FM | 100.5 | Rochester |
| WCLI-AM | 1450 | Corning | WBEE | 92.5 | Rochester |
| WGMM-FM | 97.7 | Corning | WBBF | 93.3 | Rochester |
| WDNY-AM | 1400 | Dansville | WEZO-AM | 93.3 | Rochester |
| WDNY- FM | 93.9 | Dansville | WLSV-AM | 790 | Wellsville |
| WINK | 105.9 | Elmira | WJQZ-FM | 103.5 | Wellsville |
| WHHO-AM | 1320 | Hornell | WZKZ-AM | 103.5 | Wellsville |

New York State—Division of Criminal Justice Services Sex Offender Registry
4 Tower Place, Albany, New York 12203
1-800-262-3257

How to Obtain Information about Sex Offenders Living in Your Neighborhood....

You can call 1-800-262-3257 to determine if someone is on the Sex Offender Registry. You will need the name of the person about whom you are inquiring and one of the following: an exact address, a complete date of birth, a driver's license number or a social security number.

You can access the Subdirectory on the Division of Criminal Justice Services web site at www.criminaljustice.state.ny.us by clicking on the "Search Subdirectory" button. You can search for level 2 and level 3 offenders by name, county or zip code.

The local law enforcement agency where the offender currently resides, can, if it chooses, release community notification information on sex offenders residing in the community to "entities with vulnerable populations related to the nature of the offense". The law enforcement agency can release information on level 1, level 2 and level 3 offenders through this method. Also, while the exact address of level 3 offenders can be provided, the law provides that only an approximate address based on zip code can be provided by a law enforcement agency for level 1 and level 2 offenders.

Your local law enforcement agency has the subdirectory available for the public to view upon request.

The laws regarding the Sex Offender Registry are frequently updated. Therefore, we encourage you to refer to the DCJS website listed below for the most up-to-date information.

<http://www.criminaljustice.ny.gov/nsor/>

The Sexual Offender Registration Act

New York's version of Megan's Law, was signed in July 1995 and became effective on January 21, 1996. The text of the statute is contained in Correction Law Article 6-C (Section 168 et seq.). Registered sex offenders in New York are classified by the risk of re-offense. Offenders are required to be registered for 20 years or life.

Federal Bureau of Investigation Uniform Crime Reporting/National Incident-Based Reporting System Crime Definitions

Excerpted from the Implementing Regulations of the "Jeanne Clery Disclosure of Campus Security Policy and Campus Crime Statistics Act" (originally the Campus Security Act) originally published in the Federal Register on April 29, 1994 (Vol. 59, No. 82) and November 1, 1999 (Vol 64, No. 210).

The following definitions are to be used for reporting the crimes listed in 34 CFR sec. 668.46 (previously 668.47) in accordance with the Federal Bureau of Investigation's Uniform Crime Reporting Program. 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 nonforcible sex offenses are excerpted from the National Incident-Based Reporting System Edition of the Uniform Crime Reporting Handbook.

Crime Definitions From the Uniform Crime Reporting Handbook

- Arson - Any willful or malicious burning or attempt to burn, with or without intent to defraud, a dwelling house, public building, motor vehicle or aircraft, personal property of another, etc.
- Criminal Homicide-Manslaughter by Negligence - The killing of another person through gross negligence.
- Criminal Homicide-Murder and Nonnegligent Manslaughter -The willful (non negligent) killing of one human being by another.
- 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.
- 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. (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.)
- 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.
- 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 possessing deadly weapons; and all attempts to commit any of the aforementioned.

Alfred University's 2013-2014 Student Life Policies & Procedures

SEXUAL HARASSMENT AND SEXUAL MISCONDUCT

A. SEXUAL HARASSMENT

Sexual Harassment is unwelcome gender- or sex-based verbal or physical conduct that has the purpose or effect of unreasonably interfering with an individual's work or academic performance or that creates an intimidating, hostile, or offensive working, educational, social or living environment. Quid pro quo sexual harassment exists when submission to or rejection of unwelcome sexual advances, requests for sexual favors or other verbal or physical conduct of a sexual nature results in adverse educational or employment action, or the threat of such adverse action, or when submission is made a condition of educational or employment advancement.

Examples of such prohibited conduct may include, but are not limited to:

- Verbal abuse or hostile behavior such as insulting, teasing, mocking, degrading or ridiculing another person or group (cat calls, whistling, etc.)
- Unwelcome or inappropriate physical contact, comments, questions, advances, jokes, epithets or demands for sexual favors (Quid-Pro- Quo) as a condition of employment, grades, etc.
- Physical assault or stalking
- Domestic violence
- Intimate Partner violence
- Dating violence
- Displays or electronic transmission of derogatory, demeaning or hostile materials (including graffiti)
- Unwillingness to train, evaluate, assist, or work with an employee, faculty member or student where that unwillingness creates a hostile work or learning environment or a barrier to educational opportunities.

B. SEXUAL MISCONDUCT

In order for individuals to engage in sexual activity of any type with each other, there must be effective consent. Effective Consent is sexual permission. Consent can be given by word or action, but non-verbal consent is less clear than explicit verbal consent. Consent to some form of sexual activity cannot be automatically taken as consent to any other sexual activity. Silence--without actions demonstrating permission--cannot be assumed to show consent. Coerced sexual activity violates this policy just as much as physically forced sexual activity does. Coercion happens when someone unreasonably pressures someone else for sex. Persons impaired from using alcohol or other drugs are considered unable to give valid consent.

Sexual misconduct includes:

1. **SEXUAL ASSAULT (Non-Consensual Sexual Contact).** Alfred University defines Sexual Assault as any intentional sexual touching, however slight, with any body part or object, by a man or a woman upon a man or a woman, without Effective Consent. Non-consensual sexual contact may include the following forms of contact: kissing, fondling, or touching another's private body parts. Non-consensual sexual contact includes those instances in which the victim is unable to give Effective Consent because he/she is a minor, unconscious, asleep, or incapacitated due to alcohol, a drug or other substance.

Sexual assault includes conduct that may be considered criminal under the New York State Penal Code. Since the medical, emotional, and legal needs of a sexual assault complainant may differ from those of other harassment complaints, sexual assault victims should consider, in addition to filing a University complaint, reporting the assault to the police in addition to pursuing counseling and other services available at the University and in the community.

2. **SEXUAL EXPLOITATION.** Sexual exploitation occurs when a person takes non-consensual or abusive sexual advantage of another to benefit or advantage a person other than the one being exploited, but is behavior that does not constitute sexual assault. Examples of sexual exploitation include, but are not limited to, non-consensual video or audio-taping of sexual or other private activity, exceeding the boundaries of consent (e.g. permitting others to hide in a closet and observe consensual sexual activity, videotaping of a person using a bathroom), engaging in voyeurism, or engaging in consensual sexual activity with another person while knowingly infected with a sexually transmitted disease (STD) and without informing the other person of such infection.

CHOICE OF ACTIONS IN RESPONSE TO SEXUAL HARASSMENT AND SEXUAL MISCONDUCT

Individuals or groups who have been harassed, or are victims of sexual misconduct as defined above, have recourse through the grievance procedures of Alfred University established by this Policy. These grievance procedures apply to complaints regarding incidents taking place either on the Alfred University campus or at events off campus whether sponsored by Alfred University or not. While it is the intent of Alfred University to investigate and complete the grievance process within a 60 day period this may not always be possible, especially if there are multiple complaints and/or incidents involved. All parties to the process will be notified in writing if, during the process, it becomes necessary to extend the time frame to allow for a fair and complete examination and resolution of the issues.

The Sexual Harassment and Sexual Misconduct Board (hereafter referred to as "the Board") stands ready to respond to complaints in a variety of ways. Anyone who wishes to discuss a concern may approach any individual member of the Board. The privacy of all parties to a complaint of harassment or sexual misconduct will be strictly observed by the Board and by supervisory University officers, except insofar as it interferes with the University's obligation to fully investigate the allegations and to record statistics in keeping with the law. Where confidentiality is not strictly kept, it will still be tightly controlled on a need-to-know basis. Dissemination of information and/or written materials to persons not involved in the complaint procedure is not permitted. Professionals in Counseling Services are the only Alfred University employees who can offer legally protected confidentiality.

For all complaints of harassment or sexual misconduct, the Title IX Coordinator (Director of Human Resources) will work with the Chair of the Board and the Dean of Students, Provost, or Human Resources Generalist, or their designee, as appropriate (see below).

The complainant has the option of three levels of response by the Board, which are briefly described below.

A. INFORMATION

A member of the Alfred community, while encouraged to first speak to Counseling Services, may talk with any member of the Board or the Title IX Coordinator about harassment or sexual misconduct. Complainants may, if they wish, have a friend or advisor accompany them when they discuss a problem with the Title IX Coordinator or a member of the Board. Information about options available under this policy to address allegations of sexual harassment or sexual misconduct and their possible outcomes will be discussed.

A Faculty member or Administrator must report to the Title IX Coordinator whenever a student or employee provides information about a potential incident of sexual harassment or sexual misconduct and must direct the person to the Title IX Coordinator for further action. The Title IX Coordinator will determine if further investigation is warranted. If a threat or danger to the victim or community is apparent, the University has the obligation to investigate a reported alleged violation of this policy even when the complainant does not wish to proceed with an individual complaint.

B. MEDIATION (applies only to Allegations of Sexual Harassment)

In the case of harassment a complainant may request a referral to a campus mediator (e.g. a member of the counseling center staff, an RD or DOS) who will try to facilitate the accused party's understanding of the nature of the complaint, clear up any misunderstanding, and resolve the complaint

while maintaining confidentiality. Mediation is particularly appropriate when the complainant wants help in addressing the issue without pursuing formal action.

A person who desires mediation should write a letter to the Title IX Coordinator outlining the complaint and requesting mediation. The Dean of Students, in consultation with the Title IX Coordinator, will respond to complaints brought against a student. The Provost, in consultation with the Title IX Coordinator, will respond to complaints brought against a member of the staff or administration. The appropriate Constituency Representative (as just described) and the Title IX Coordinator will meet with the complainant and refer the complaint to a trained campus mediator. Mediation must be agreed upon by both parties. A campus mediator will begin mediation efforts promptly and will report to the Title IX Coordinator that the mediation occurred. Complainants are strongly encouraged not to discuss the complaint with other members of the community except as required by the need for psychological counseling.

At the conclusion of a successful mediation, both parties will sign a statement agreeing that the mediation was successful. If the mediation is unsuccessful, the complainant can proceed to a formal complaint and hearing within six months of the mediation. A copy of the signed statement will constitute the record of the mediation.

C. FORMAL COMPLAINT

An individual may file a formal complaint (students may work with Counseling Services to draft the complaint) by submitting to the Title IX Coordinator or to the Dean of Students (for student complainants), the Provost (for faculty complainants), or the Human Resources Generalist (for non-faculty employees), a signed written statement, including the time, place and nature of the alleged offense and the name of the respondent, at a minimum.

When a complaint under this policy is brought against a student on grounds other than sexual misconduct or sexual harassment involving physical contact, the Title IX Coordinator, in consultation with the Dean of Students, may choose to refer the complaint to the Administrative Hearing procedure set out in the University's Student Life Policies and Procedures instead of the procedures below. The Title IX Coordinator, in consultation with the Dean of Students, may refer the complaint back to the procedures in this policy if facts uncovered during the administrative hearing or other reasons indicate the complaint would be more appropriately handled by the procedures in this policy.

Individuals are encouraged to bring complaints forward in a timely manner, as it becomes more difficult to establish the facts of the complaint as time passes.

INVESTIGATIONS AND HEARINGS

THE SEXUAL HARASSMENT AND SEXUAL MISCONDUCT BOARD

a. MEMBERSHIP

The Board shall be composed of at least eight and no more than ten members appointed by the President and will be composed of faculty, staff and/or administrators either paid by or affiliated with the University, serving terms of three years. Each year the current Title IX Coordinator will solicit applications and nominations and will recommend members who will serve in the following year. Every effort will be made to maintain members of both genders on the Board.

The President shall appoint new members to the Board before the final week of classes of the spring term. The Title IX Coordinator shall arrange for all Board members to receive training prior to assuming their responsibilities. The term of appointment for new members shall begin with the first meeting of the Board in the fall semester.

b. HEARING COMMITTEE

The Title IX Coordinator will annually appoint a three person Hearing Committee composed of members of the Board to conduct Board hearings. The Board Chair will be a non-voting member of the Hearing Committee who presides over the hearing. Normally, to be eligible to serve on the Hearing Committee, each member must have served for at least one year on the Board. The term of appointment to the Hearing Committee will be one year. If any vacancy on the Committee occurs during the academic year, or if the Chair determines that a legitimate conflict of interest exists between a member of the Committee and a party to a complaint, the Chair may request that the Board nominate a replacement from those members of the Board eligible to serve.

c. INVESTIGATION OF COMPLAINT

Unless the accused party accepts responsibility for the alleged violation or the facts are uncontested, Alfred University will investigate all formal complaints of sexual harassment and sexual misconduct. Parties and witnesses will be interviewed and evidence collected by an investigation team consisting of two members of the Board who are not members of the Hearing Committee and a member of the Public Safety Department, who will be appointed by the Title IX Coordinator for each complaint. The investigation team will have at least one male and female member where feasible.

Upon receipt of a complaint, and a desire by the complainant to move forward or a determination by the Title IX Coordinator that the University is otherwise obligated to move forward with an investigation, the Title IX Coordinator or designee will contact the accused party and meet with him or her. The Title IX Coordinator or designee will explain the investigation procedures, offer support of a counselor and outline the basis for the complaint.

In most instances, both parties are issued an administrative directive not to have any contact or communication with one another except as required by the nature of their jobs or their academic activities. This allows for the investigation to proceed without possible intimidation, harassment, coercion or miscommunication between parties. If there is concern for the safety of the complainant, an interim suspension and other actions may be invoked.

At the conclusion of the investigation, the investigation team will issue a written report of the evidence and their findings to the Title IX Coordinator. The Title IX Coordinator will provide the complainant and the accused with a copy of the written report including the findings.

If the findings indicate a violation of this policy on Sexual Harassment and Sexual Misconduct as determined by a "preponderance of the evidence" standard, the Board Chair, in consultation with the Title IX Coordinator, will assign a sanction.

If the findings do not indicate a violation of this policy, no sanction will be imposed under this policy, although the University retains the right to address inappropriate behavior through other applicable University personnel and student life policies and procedures.

In all complaints of sexual misconduct or sexual harassment, the complainant and the accused will be informed in writing of the decision regarding sanctions.

Where the accused is a faculty member or other employee, any sanction shall consist of a recommendation to the Director of Human Resources.

If an act of alleged sexual assault is reported to a Responsible Party and there is evidence that a crime has occurred, the victim will be encouraged to report the incident to local law enforcement. The University also must also report statistics concerning the occurrence on campus of certain violent crimes, including certain sex offenses, in an annual report of campus crime statistics. This statistical report does not include any personally identifiable information.

d. HEARINGS

Where the complaint alleges sexual harassment that involves physical contact or sexual misconduct, or where the sanction imposed by the Board Chair includes a suspension, expulsion, or termination from the University, any party who disagrees with the investigation team findings, sanction, or lack of sanction may request a hearing on the complaint and/or sanction before the Hearing Committee of the Board. The request must be made in writing

to the Title IX Coordinator within seven (7) business days after written notification of the Board Chair's decision regarding sanctions or the absence of sanctions.

If a hearing has been requested by either party, the Title IX Coordinator, or designee, will (1) forward a copy of the complaint, the investigation team report, and the recommended sanction to the Hearing Committee; (2) issue a formal notice of charges to the accused, detailing each policy alleged to have been violated, the potential sanctions available, and the relevant procedures to be used, and; (3) give formal notice to the complainant, accused, and relevant witnesses of the time, place and details of the hearing. The Hearing Committee may consult with the investigation team as necessary during these proceedings. It will be the responsibility of the investigation team to arrange for and/or provide the Hearing Committee with expert sources of information if the Hearing Committee believes it necessary. In addition, the following procedures will be observed:

- The accused person will be given a copy of the complainant's formal charge. The accused person must submit a written response outlining his or her version of the incident(s) no later than 48 hours prior to the hearing.
- The complainant will be given a copy of the accused's written response.
- Prior to the scheduled start of the hearing, the Hearing Committee will meet to review the submitted statements, reports, and supporting documentation and to develop questions to ask the involved parties and witnesses.
- At the hearing, the initial statement of charges will be presented by the Dean of Students, Provost, Human Resources Generalist, or designee, as appropriate. During the hearing, Board Chair will ask the questions developed by the Hearing Committee.
- The complainant and the accused have the right to question the other party and any witnesses through questions posed to the Board Chair.
- The complainant or the accused may request that accommodations be made to have separate rooms or a room partition, or may request an alternative arrangement in order to minimize potential trauma or stress, without depriving the other party of access to the evidence or testimony.
- Each party will be given the opportunity to provide an opening and a closing statement.
- Each party will be given the opportunity to bring in witnesses on their behalf and to request that the Hearing Committee ask specified witnesses to appear. The Hearing Committee may of its own volition request that a witness appear if the Hearing Committee believes the witness will provide useful information.
- The Board Chair has the responsibility to ensure that a witness or a party is treated respectfully and sensitively. The Hearing Committee, in its discretion, may accept and use written witness statements as part of the hearing. Both parties will have access to any written witness statements made part of the hearing.
- The Hearing Committee will determine whether the accused has violated the University's Sexual Harassment and Sexual Misconduct Policy. If the Hearing Committee finds the accused responsible, the Hearing Committee may impose sanctions ranging from warning to permanent separation from the University, as warranted by the Committee's findings. If the accused is found to have committed Sexual Assault, the recommended minimum sanction is suspension from the University, or in the case of an employee, termination from the University. If the accused is found in violation of Sexual Misconduct, there is no recommended minimum sanction. In all cases, the Hearing Committee may use its discretion in developing appropriate sanctions. Where the accused is an employee or faculty member, any sanction shall consist of a recommendation to the Director of Human Resources.
- Both parties will be informed in writing of the outcome of the hearing.

RIGHTS OF THE COMPLAINANT AND THE ACCUSED

RIGHTS OF THE COMPLAINANT

When a member of the Alfred University Community has become the victim of an alleged act of misconduct which violates this policy, the victim should expect that the conduct system shall respond in a caring, sensitive manner which allows the victim to utilize the judicial process unimpeded, while still maintaining the rights of the accused person. In cases including but not limited to sexual misconduct and sexual harassment, the following rights shall be provided to victims of alleged offenses:

- The right to have complaints of sexual misconduct and sexual harassment responded to quickly and with sensitivity by public safety and the campus conduct process;
- The right to investigation and appropriate resolution of all complaints made in good faith to University administrators;
- The right to be treated with dignity and respect by the Hearing Committee of the Board, and by all persons involved in the investigatory process;
- The right not to be discouraged by University officials from reporting a crime, especially crimes of sexual violence, to both on and off campus authorities;
- The right to be informed of the outcome and any sanctions resulting from the complaint, usually within 24 hours after the decision is made;
- The right to be informed by University officials of options to notify proper law enforcement authorities, including on-campus public safety and local police, and the option to be assisted by campus officials in notifying such authorities, if the community member so chooses. This also includes the right of the community member not to report, if this is the community member's desire;
- The right to be notified of available counseling, mental health or student services for victims, both on campus and in the community;
- The right to select a member of the University community to be an advisor and counselor; The right to make a victim-impact statement at the hearing and to have that statement considered by the Hearing Committee in determining its sanction;
- The right to request a campus physical restriction or "keep-away" order against another community member who has engaged in or threatens to engage in stalking, threatening, harassing or other improper behavior that presents a danger to the welfare of the complainant or others. A "keep-away" measure can take effect immediately and remain in force until the close of the hearing proceedings.
- The right to request that community members, and third parties as appropriate, be instructed by University authorities not to attempt to retaliate against, harass, threaten, intimidate, or contact him or her. Violation of such instructions would constitute grounds for the University to take immediate and further action;
- The right to preservation of confidentiality, to the extent possible and allowed by law;
- The right to a hearing closed to the public;
- The right to object to any member of the board for bias;
- The right to participate in a campus hearing by means other than being in the same room with the accused;
- The right to present relevant witnesses and evidence to the Hearing Committee of the Board;
- The right to hear all evidence, to rebut testimony and to have questions addressed to witnesses;
- The right to have the outcome of the complaint based solely on evidence presented during the investigatory or Board hearing process. Such evidence shall be credible, relevant, based in fact, and without prejudice;
- The right to be fully informed of campus conduct rules;
- The right to notification of options for and available assistance in changing academic and living situations after an alleged incident, if so requested by the victim and if such changes are reasonably available (no charges or investigation, campus or criminal, need occur before this option is available);
- The right to have any unrelated past behavior excluded from the hearing process. The Hearing Officer shall determine what constitutes unrelated behavior.
- The right to have an advisor or counselor present in any proceeding (outside legal counsel is excluded from hearings and investigatory interviews but may be present in outer rooms for consultation during proceedings).
- The right to submit a written letter of appeal and receive a written response in the proscribed time frame.

RIGHTS OF THE ACCUSED

Accused Community Members subject to the procedures of this policy are afforded the following rights:

- The right to an investigation and/or a hearing on the complaint in accordance with the above procedures, including timely notice of any hearing

date, and adequate time for preparation;

- The right to be treated with dignity and respect by the Hearing Committee of the Board, and by all persons involved in the investigatory process.
- The right to have the outcome of the complaint based solely on evidence presented during the investigatory or Board hearing process. Such evidence shall be credible, relevant, based in fact, and without prejudice.
- The right to be presumed not in violation of University policies unless and until determined in violation.
- The right to receive written notification of the charges and the specific rule or policy violated.
- The right to hear all evidence, to rebut testimony and to have questions addressed to witnesses.
- The right to present evidence and witnesses relevant to the complaint.
- The right to select a member of the University community to be an advisor and counselor.
- The right to decline to appear at the hearing with the understanding that the case will be considered in the accused's absence.
- The right to object to any member of the board for bias.
- The right to preservation of confidentiality, to the extent possible and allowed by law.
- The right to a hearing closed to the public.
- The right to be fully informed of campus conduct rules.
- The right to be given written notification of the decision and any sanctions resulting from the complaint, usually within 24 hours after the decision is made.
- The right to be informed of any rights to appeal, and the process by which to do so.
- The right to be notified of available counseling or mental health or related student services, both on campus and in the community.
- The right to have an advisor or counselor present in any proceeding (outside legal counsel is excluded from hearings and investigatory interviews but may be present in outer rooms for consultation during proceedings).
- The right to waive the investigatory or hearing process by admitting responsibility. In these cases, the Title IX Coordinator, in consultation with the Board Chair, may determine an appropriate sanction.
- The right to submit a written letter of appeal and receive a written response within the proscribed time frame.

APPEALS PROCEDURE

For complaints which received a hearing before the Hearing Committee the accused or complainant may appeal the decision of the Hearing Committee.

For complaints which will not receive a hearing before the Hearing Committee, the accused or complainant may appeal the findings of the investigatory team and/or the sanction or lack of sanction imposed by the Board Chair.

Appeals must be in writing and filed with the Title IX Coordinator within seven (7) business days of written notification of the hearing outcome or, if no hearing was conducted, within seven (7) business days of the written notification of the Board Chair's statement on sanctions or lack of sanctions. The imposition of sanctions will remain in effect during the period of the appeal proceedings.

An appeal must be based on the appealing party's ability to demonstrate that:

1. The hearing or, if no hearing was conducted, the investigation process, was not consistent with established procedures;
2. Information is available that was unavailable at the time of the hearing, and the new information is relevant to the original determination; or
3. The sanction(s) is inappropriate for the violation(s).

An appeal must set forth concisely the grounds for appeal and contain any relevant supporting material.

Where the accused is a student, a written decision will be rendered by the Title IX Coordinator or designee and e-mailed and/or mailed to both parties' local address within seven (7) business days of receipt of the appeal. Where the accused is a faculty member or other employee, a written decision will be rendered by the President or his designee and e-mailed and/or mailed to both parties' local address within seven (7) business days of the appeal.

The decision on appeal may:

1. Uphold original decision and sanctions;
2. Uphold original decision and alter sanctions; or
3. Refer the case to the Hearing Committee for rehearing or review or, if there was no hearing, to the investigatory team and/or Board Chair, as applicable, for re-investigation or review of the original decision and sanctions.

When the accused appeals the decision or the assessed sanction(s), the Title IX Coordinator or designee may reduce but not increase the severity of sanctions imposed as a result of the accused's appeal. More severe sanctions may be imposed as the outcome of a complainant's appeal.

If an appeal is not decided in the prescribed time, the case will automatically be referred back to the original forum for a rehearing or re-investigation, as applicable.

The outcome of the appeal is final. Technical departures from the procedures in this policy and errors in their application shall not be grounds to reverse a decision or to modify sanctions unless, in the judgment of the Title IX Coordinator or designee, the technical departures or errors were such as to have prevented a fair and just determination of the issues.

RECORDS

Records will be maintained and protected in accordance with legal requirements and Alfred University's Records Retention Policy.

COORDINATION OF POLICIES

Except as stated in this policy, the procedures in this policy will be followed for all complaints of sexual harassment and sexual misconduct brought against students, faculty, and other employees, notwithstanding the provisions of otherwise applicable personnel and student life policies. In the case of faculty members, if the proposed sanction under this policy is termination of a faculty member with tenure or whose term appointment has not expired, then the applicable procedures in the Provisions of Faculty Appointment will be followed, except that the Faculty Hearing Committee shall accept the factual findings and conclusions of the Hearing Committee formed by this policy, as modified by any appeal to the President or his designee, as to whether a violation of policy occurred, and shall not conduct a new hearing on this issue.

The University retains the right to address actions that are determined not to be sexual harassment or sexual misconduct through other applicable personnel and student life policies and procedures.

POLICY AMENDMENT

This policy may be amended from time to time as necessary including to comply with changes in laws and/or in accordance with other applicable Alfred University Policies.

August 2013

For a full version of the Student Life Policies & Procedures go to
http://my.alfred.edu/index.cfm/fuseaction/student_policies.index.cfm

Sex Offenses Definitions From the National Incident-Based Reporting System Edition of the Uniform Crime Reporting Program

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.

- A. Forcible Rape-The carnal knowledge of a 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 temporary or permanent mental or physical incapacity (or because of his/her youth).
- B. 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.
- C. 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.
- D. 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-Nonforcible

Unlawful, nonforcible sexual intercourse.

- A. Incest-Nonforcible sexual intercourse between persons who are related to each other within the degrees wherein marriage is prohibited by law.
- B. Statutory Rape-Nonforcible sexual intercourse with a person who is under the statutory age of consent.

Source: *Federal Register*, April 29, 1994, Vol. 59, No. 82; *Federal* .

**HOW CITE STUDENTS CAN HAVE A SAFE SEMESTER
POINTS OF CONCERN AND SUGGESTIONS FOR THE AU-CITE DOWNSTATE PARTICIPANTS**

Downstate CITE Program

The Downstate CITE Program is not considered a branch for purposes of annual reporting within the federal Clery Act. Any crime statistics will be found within the Alfred University campus annual Right-to-Know report within the non-campus category. The report is prepared by the Office of the Dean of Students and can be accessed at the Alfred University web address



St. Francis College
180 Remsen Street
Brooklyn, NY 11201

St. Francis is a one building undergraduate college. Students are required to show ID and sign in at the front desk. Security monitors the only entrance into the building.

Website: http://www.nyc.gov/html/nypd/html/precincts/precinct_084.shtml

CSA
16 Court Street, Brooklyn, NY 11201

CSA is the union headquarters for the School Supervisors union in NYC. Students are required to show ID and sign in at the front desk. Security monitors the only entrance into the building.

Emergency Information:

- Police NYPD 84th Precinct.....718-875-6811
- Community Affairs.....718-875-6850
- Crime Prevention.....718-875-6363
- Domestic Violence.....718-834-4579
- Youth Officer.....718-834-4581
- Auxiliary Coordinator.....718-875-6368
- Detective Squad.....718-875-6687



Coble Hill School
347 Baltic Street
Brooklyn, NY 11201

School for International Studies
284 Baltic Street, Brooklyn, NY 11201

Website: http://www.nyc.gov/html/nypd/html/precincts/precinct_076.shtml

Emergency Information:

- Police – NYPD 76th Precinct.....718-834-3211
- Community Affairs.....718-834-3207
- Community Policing.....718-834-3203
- Crime Prevention.....718-834-3203
- Domestic Violence.....718-834-3204
- Youth Officer.....718-834-3218
- Auxiliary Coordinator.....718-834-3218
- Detective Squad.....718-834-3221

Oceanside High School
3160 Skillman Avenue, Oceanside, NY 11572

This is the administration building for the Oceanside School District. An Oceanside staff member is on premises while classes are in session. Students do not officially sign in. Emergency Information: Police- County of Nassau Police Department 4th Precinct

FIRE REPORT

**Director of Public Safety
Chief John Dougherty
Public Safety Building 607-871-2108**

**Environmental Health & Safety Manager
Cherise Haase Myers Hall
Room 117 607-871-2190**

**Executive Director of Facility
Operations & Legal Affairs
Michael Neiderbach
Physical Plant Building 607-871-2329**

Emergency Evacuation

Non Residence Hall buildings

Employees and students should familiarize themselves with the emergency evacuation procedures in their buildings. Special attention should be given to the evacuation procedures for persons with disabilities.

*A log of all campus fires are kept in the
Office of Public Safety and can be inspected
during normal business hours.*

For 2012 - no fires

Fire Safety Management Policy and Procedures Policy Statement

This policy outlines the University's protocols for fire safety, including fire prevention, fire incidents, fire alarms system inspection and testing, fire drills, and life safety requirements for places of assembly.

Reasons for the Policy

Fire in a University building has the potential to endanger lives and destroy property. The purpose of this policy is to promote the safety of the University community, prevent damage to University property and to comply with federal, state, city and University regulation and policy. Every member of the campus community is responsible for preventing and properly handling common fire hazards, and for familiarity with proper emergency procedures and phone numbers.

Responsible University Office & Officer

The Environmental Health and Safety Office is responsible for the development, implementation and maintenance of this policy as it relates to fire and life safety. Public Safety is the responsible Office for fire and life safety. The Executive Director of Facilities and Legal Affairs is responsible for the maintenance of this policy as it relates to fire system service maintenance, testing, and fire systems.

Revision History - There is currently no revision history for this policy.

Who Is Governed By This Policy - All faculty, staff, affiliates, students and visitors of Alfred University are governed by this policy.

Who Should Know This Policy - All faculty, staff, affiliates, and students of the University.

Exclusions & Special Situations - None

Policy Text

It is the University's policy to endeavor to protect all persons on its premises from the hazards of fire.

Specifically, the University endeavors to ensure:

- That adequate means of egress in case of fire exist for all persons on University premises.
- That all means of egress are correctly maintained, kept free from obstruction and available for safe and effective use at all times.
- That all fire detection and annunciation equipment required to give warning in the event of a fire is properly installed and maintained.
- That fire suppression equipment for containing or fighting fire is present and maintained in proper working order.
- That emergency response, management, notification and investigative management procedures are followed in responding to and in the aftermath of a fire.
- That appropriate fire safety training is developed and implemented to provide faculty, staff, administration and students with a working knowledge of fire and life safety practices and evacuation policy and procedures.
- That all premises owned or occupied by the University receive a fire and life safety inspection at reasonable intervals
- That measures are taken to mitigate potential risk in buildings, installations and equipment from fire that are commensurate with the risks and are appropriate to the value of teaching, research or commercial importance of those assets.





Kanacadea Hall

Fire Emergency Procedures

Every member of the University community should do his/her part to prevent fires from starting and to be prepared to take appropriate action in the event that a fire does occur.

Always know where the closest stairwell and exit is located and have a back-up plan in case that path is blocked.

Familiarize yourself with the gathering points for each building you may enter. This information can be found in your Orange Emergency Folder.

All alarms are real and must be treated that way. Get out of the building when you hear the alarm sound. Do not re-enter the building until emergency personnel or University Official has given permission to do so.

IN CASE OF FIRE

1. Leave the building if the alarm sounds, unless it is unsafe to do so. Sound the alarm if conditions warrant.
2. Call 911 or Public Safety at 607-871-2186 when in a safe location.
3. Close all windows within your area to prevent cross drafts from entering the building, unless it is unsafe to do so.
4. Keep all interior and exterior fire doors closed to prevent cross drafts from entering the building; this will help reduce the spread of fire, unless it is unsafe to do so.
5. If your door is closed, place your hand (outer, not palm side) against the door. If it is warm or if you smell smoke, DO NOT OPEN THE DOOR. Follow the directions under "WHAT TO DO IF TRAPPED BY SMOKE OR FIRE."
6. Evacuate without unnecessary running. Avoid any action which might cause others to panic.
7. Do not use elevators for evacuation. Power failures can cause the elevator to stick between floors; smoke and fire can travel up through the elevator shaft.
8. Familiarize yourself with the locations of all available exits, including fire escapes. If an exit is blocked by smoke or fire, go to the next available exit. Give assistance and direction to those following after you, particularly the handicapped.
9. Use caution when approaching stairwell entrances; you may be merging with evacuees from other floors.
10. Travel downward on stairs, unless it is unsafe to do so.
11. After you have completely cleared your building, look back; someone may be signaling for assistance from a window. By alerting firefighters or other emergency personnel, you will help to speed their rescue.
12. Follow all instructions given by emergency personnel.

WHAT TO DO IF TRAPPED BY SMOKE OR FIRE

1. If your door is closed and you suspect that a fire is located just outside, use any available material to seal any cracks or openings to prevent smoke from entering the room. If you find that you are trapped in an area while the door is open, use a coat, shirt, skirt, or similar material to close it, protecting your hand against possible burns from the

heated door or doorknob. Next, seal the cracks and openings to prevent smoke from entering the room.

2. Partially open a window and stay near it, keeping low and breathing fresher air supplied from outside.
3. If no telephone is available, use a coat, shirt or similar item to signal your location by waving the item outside of the window. Those evacuating the building may see your signal and alert rescue teams.
4. Remain as calm as possible, breathing normally only the fresher air supplied by the open window. Once your location has been determined, rescue efforts will begin.

FIRE EXTINGUISHER USE

1. In the event of a fire, your primary responsibility is to follow the evacuation procedures for your building. Use a fire extinguisher only if you have been trained to use one or if by using the fire extinguisher is the only alternative option to exiting the building.
2. If it is necessary to put out a fire, the following information clarifies extinguisher type and use.
3. Pressurized water extinguisher is used for wood, paper, textiles, and ordinary combustible materials.

NEVER USE WATER ON ELECTRICAL FIRES.

- Carbon dioxide (CO₂) is used for flammable liquids, electrical wire or equipment.
- ABC dry chemical may be used for any of the above; most of the extinguishers on campus are ABC types.
- Misuse of fire extinguisher and other fire safety equipment is a violation of University policy as well as state law. Individuals who misuse fire safety equipment are subject to University judicial action.

APPLIANCES

- No electrical appliances drawing more than 800 watts or incorporating unshielded heating elements (including but not limited to hotplates, heating coils, toaster ovens) may be used in student rooms. Electric grills or appliances that comply with this wattage restriction may be used only in designated kitchen areas of each residence hall facility.

FIRE ALARMS & DRILLS

- All building occupants are expected to leave any building immediately when its fire alarm sounds. Student Violators will face University student judicial action and/or civil prosecution. Employee Violators will face disciplinary action as per the University's Employee Contract.

FIRE HAZARDS

- Creating a fire hazard in a building is prohibited. This applies but is not limited to: candles, cut natural trees, halogen lights, incense.
- Certain Appliances including, but not limited to those drawing more than 800 watts, those with an open coil (e.g. toaster ovens, microwaves, etc.) are prohibited.
- Prohibited:
 - bottled gases in unauthorized locations (Residence Halls)
 - decorative hangings (paper or fabric) affixed less than 6 inches from the ceiling or floor or in stairwells
 - extension cords without a surge protector
 - behaviors
 - smoking
 - unattended cooking
 - use of candles, halogen lights or incense
 - storage of bottled gases
 - overloading outlets or extension cords (piggy-backing cords or running under carpeting/ appliances)
 - tampering with smoke alarms, fire alarms, fire extinguishers or sprinklers
 - blocking exits, stairways or electrical panels
 - storing excessive amounts of paper, wood or other combustibles
 - storing flammable or combustible chemicals/products in unauthorized locations (Residence Halls are off-limits for storing these items)

Residence Hall Living

Alfred University offers students distinct living opportunities, as well as several "special interest housing" options, ranging from traditional, corridor-style residence halls to suites, apartments and houses. Several residence halls are co-ed by floor (a floor of men and a floor of women) and have open visitation. These are Cannon, Barresi, Tefft, Reimer, Openhym and Kruson. Bartlett and The Brick are co-ed by door with designated bathrooms by gender on each floor.

- ANN'S HOUSE is our newest LEED certified residence hall which offers a unique living arrangement for upperclass students. The hallways are corridor style but contain 10 suites, housing 60 residents. Each space houses two single rooms with a shared bathroom and small hallway. The house is co-ed by door with a lounge area and flat screen TV on each floor. There is also a full kitchen, lounge area, and laundry room on the ground floor. Ann's House is located on the South side of campus, overlooking Alfred University and the town of Alfred.
- BARRESI is located closest to Ade Dining Hall, and is a designated first year student residence hall offering two floors of men and one floor of women. A large front lawn gives plenty of room for informal volleyball and football games. Barresi houses 79 students and is also home to "Alfred al Fresco" an exciting special interest community with emphasis placed on celebrating Alfred University's beautiful location and participating in many outdoor activities.
- BARTLETT is located on the North side of campus; Bartlett accommodates 88 students upperclass students with predominately single occupancy rooms. A large fireplace lounge area is ideal for informal chats, a game of billiards, and movie nights. Bartlett also has newly remodeled bathrooms. The Office of Residence Life is located on the ground floor of Bartlett Hall.
- BRICK, The Brick is the oldest residence hall on campus, housing 98 new and returning students. Larger rooms and wide hallways are unique to the design of Brick Hall. The architecture of the building includes extremely high ceilings, newly renovated bathrooms, beautiful wood flooring throughout the building, and exposed wood beams.
- CANNON houses 79 students and is a "sister" building to Barresi, offering two floors of men and one floor of women. Cannon is designated 24/7 Quiet Study and is a mix of new and returning students. Residents of Cannon have a short walk to Ade Dining Hall, the academic buildings, as well as McLane Athletic Center, Merrill Field and the Pine Hill Trails.
- KRUSON is a traditional corridor-style building and houses 101 students. Kruson is a mix of upper-class students and new students (first-year and transfers). It is located on the South side of campus next to Brick Hall and across from Herrick Memorial Library.
- OPENHYM is located on the south end of campus, is our largest residence hall, housing 150 students (two floors of women, one floor of men). Openhym offers new and returning students spacious main lounges for community activities, billiards and a TV room, and a beautiful view of South Campus.
- REIMER has a total of 100 new and returning students occupying three traditional corridor-style floors. Elevated from the campus, Reimer offers a view of the campus and is close to Ade Dining Hall.
- TEFFT is located adjacent to Reimer Hall, and also has three floors of new and returning residents, housing a total

of 100 students. Tefft Hall has new bathrooms with floor to ceiling shower stalls and wood flooring throughout.

- JOEL'S HOUSE is designated "Alfred al Fresco" for upper-class students with a log cabin feel overlooking the picturesque village of Alfred. Located on the top of Pine Hill, Joel's House offers a quiet environment near walking trails, bike trails, and the Stull Observatory. The corridor-style, co-ed layout consists of two floors, mixed with single and double occupancy rooms. Both floors have a large lounge area for group meetings, study sessions, or hang-out time with access to a large patio. There is a full kitchen located on the ground floor with a laundry room available to Joel's House residents.
- KRUSON is a traditional corridor-style building and houses 101 students. Kruson is a mix of upper-class students and new students (first-year and transfers). It is located on the South side of campus next to Brick Hall and across from Herrick Memorial Library.

Alfred University offers three suite-style complexes on Pine Hill. Each building has the capacity to house 58 students. There are ten suites per building and each suite has three bedrooms, one bathroom, one kitchenette area and a living room. Each building has a laundry and lounge facility at the lower level. They are:
LOWER PINE HILL (Davis, Kenyon, Shults)
MIDDLE PINE HILL (Crawford & Tredennick)
UPPER PINE HILL (Norwood & Phillips)

The Ford Street Apartments, located on the south side of campus are two or three bedroom units, which house four or six students. Athena, Pegasus, and Thor are the two bedroom apartments. Bacchus, Medusa, and Mercury are the three bedroom units. Each apartment is furnished and includes a living room area, bathroom, and full kitchen. "The Commons" is located near the Ford Street apartments and provides access to laundry facilities for Ford Street residents.

Alfred University also offers "Special Interest Housing" for upper-class students who meet the specific requirements for the living area. We have three academic houses that are sponsored by three different academic programs. They include the "Environmental Studies" house, the "Honors" house, and the "Language" house. We also have a house for our Jewish community, the "Hillel" house. As well, we offer an "International" house for our 21 and older International community.

The availability of single rooms for incoming first year and new transfer students is very limited. If you have a need for a single room, follow the instructions on the Housing Questionnaire and provide a letter of explanation and medical documentation. Your request for accommodations will be reviewed by a committee consisting of the University Physician, Director of the Wellness Center and the Director of Special Academic Services. Students will be notified via email regarding their housing assignment.



Evacuation procedures are posted in each building. In the residence halls, students are expected to leave the facility immediately after the fire alarm is activated. Staff members are expected to leave at the time of an alarm and make cursory checks of floors and wings as they progress downward to the main floor of a hall. Moreover, staff are responsible for securing the outside doors to prohibit students from reentering the hall as they wait for the fire department to determine the cause of the alarm activation. Staff members report to Public Safety and the local fire department any special needs or issues they observe while evacuating the facility. Once the facility is deemed safe, staff members check rooms to verify that evacuation protocol has been observed by students.

Fire Drills

A minimum of four drills were conducted in each building (academic and residence halls) during the 2010 calendar year. All academic building drills are conducted during daytime work hours and residence halls are normally conducted during the evening hours. All drills are unannounced. A detailed copy of the fire drills are available upon request, see the Office of Public Safety.

Housing Fire & Safety Chart

| Name of Student Housing | Description of Structure | Sprinkler System | fire alarm | Smoke Detection | Fire Extinguishers | Evacuation Plans* | Fire Drills 2012 | Reportable Fires 2010 | Reportable Fires 2011 | Reportable Fires 2012 | Reportable Injuries 2010 | Reportable Injuries 2011 | Reportable Injuries 2012 |
|-------------------------|--------------------------|------------------|------------|-----------------|--------------------|-------------------|------------------|-----------------------|-----------------------|-----------------------|--------------------------|--------------------------|--------------------------|
| Ann's House | 4-floors R-2 | yes | yes | yes | yes | yes | 4 | 0 | 0 | 0 | 0 | 0 | 0 |
| Barresi | 4-floors R-2 | yes | yes | yes | yes | yes | 4 | 0 | 0 | 0 | 0 | 0 | 0 |
| Bartlett | 5-floors R-2 | none | yes | yes | yes | yes | 4 | 0 | 0 | 0 | 0 | 0 | 0 |
| Brick | 4-floors R-2 | none | yes | yes | yes | yes | 4 | 0 | 0 | 0 | 0 | 0 | 0 |
| Cannon | 4-floors R-2 | yes | yes | yes | yes | yes | 4 | 0 | 0 | 0 | 0 | 0 | 0 |
| Crawford | 3-floors R-2 | laundry area | yes | yes | yes | yes | 4 | 0 | 0 | 0 | 0 | 0 | 0 |
| Davis | 3-floors R-2 | laundry area | yes | yes | yes | yes | 4 | 0 | 0 | 0 | 0 | 0 | 0 |
| Environmental Science | 2 story single | yes | yes | yes | yes | yes | 4 | 0 | 0 | 0 | 0 | 0 | 0 |
| Ford Str. - Athena | 3-floors R-2 | none | yes | yes | yes | yes | 5 | 0 | 0 | 0 | 0 | 0 | 0 |
| Ford Str. - Mercury | 3-floors R-2 | none | yes | yes | yes | yes | 5 | 0 | 0 | 0 | 0 | 0 | 0 |
| Ford Str. - Bacchus | 3-floors R-2 | none | yes | yes | yes | yes | 5 | 0 | 0 | 0 | 0 | 0 | 0 |
| Ford Str. - Medusa | 3-floors R-2 | none | yes | yes | yes | yes | 5 | 0 | 0 | 0 | 0 | 0 | 0 |
| Ford Str. - Pegasus | 3-floors R-2 | none | yes | yes | yes | yes | 5 | 0 | 0 | 0 | 0 | 0 | 0 |
| Ford Str. - Thor | 3-floors R-2 | none | yes | yes | yes | yes | 5 | 0 | 0 | 0 | 0 | 0 | 0 |
| Hillel House | 2 story single | yes | yes | yes | yes | yes | 4 | 0 | 0 | 0 | 0 | 0 | 0 |
| Honor's House | 2 story single | yes | yes | yes | yes | yes | 4 | 0 | 0 | 0 | 0 | 0 | 0 |
| Joel's House | 2-floors R-2 | yes | yes | yes | yes | yes | 4 | 0 | 0 | 0 | 0 | 0 | 0 |
| Kenyon | 3-floors R-2 | laundry area | yes | yes | yes | yes | 4 | 0 | 0 | 0 | 0 | 0 | 0 |
| Kruson | 3-floors R-2 | yes | yes | yes | yes | yes | 4 | 0 | 0 | 0 | 0 | 0 | 0 |
| Modern Language | 2 story single | yes | yes | yes | yes | yes | 4 | 0 | 0 | 0 | 0 | 0 | 0 |
| Nine Sayles | 2 story single | yes | yes | yes | yes | yes | 4 | 0 | 0 | 0 | 0 | 0 | 0 |
| Norwood | 3-floors R-2 | laundry area | yes | yes | yes | yes | 4 | 0 | 0 | 0 | 0 | 0 | 0 |
| Openhym | 4-floors R-2 | none | yes | yes | yes | yes | 4 | 0 | 0 | 0 | 0 | 0 | 0 |
| Phillips | 3-floors R-2 | laundry area | yes | yes | yes | yes | 4 | 0 | 0 | 0 | 0 | 0 | 0 |
| Reimer | 4-floors R-2 | none | yes | yes | yes | yes | 4 | 0 | 3** | 0 | 0 | 0 | 0 |
| Shults | 3-floors R-2 | laundry area | yes | yes | yes | yes | 4 | 0 | 0 | 0 | 0 | 0 | 0 |
| Tefft | 4-floors R-2 | yes | yes | yes | yes | yes | 4 | 0 | 0 | 0 | 0 | 0 | 0 |
| Tredennick | 3-floors R-2 | laundry area | yes | yes | yes | yes | 4 | 0 | 0 | 0 | 0 | 0 | 0 |

Fire Safety Education and Training

All faculty, staff, and students are expected to familiarize themselves with the evacuation plan for the building in which they occupy including the identified assembly places. Evacuation routes are posted in the hallways on every floor. In the residence halls, students are instructed at the opening meeting and other floor/wing meetings on evacuation procedure. Programs are also presented in residence halls in various safety issues, including fire safety. Students are reminded about fire evacuation procedures during hall meeting, floor meetings, or after problems occur during fire drills and accidental activations of alarm.

University staff routinely inspects fire extinguishers, exit signs, detectors, doors, pull stations, and emergency lights within each building and residence hall. Work requests are subsequently submitted to address items that require corrective action. Additionally, student rooms are thoroughly inspected during Thanksgiving, winter, and spring breaks. Incidentals such as misuse of extension cords, candles, and small appliances with automatic shut-off devices are scrutinized. No electrical appliances drawing more than 800 watts or incorporating unshielded heating elements (including but not limited to hotplates, heating coils, toaster ovens) may be used in student rooms. "George Foreman" type grills that comply with this wattage restriction may be used only in designated kitchen areas of each residence hall facility. Any "illegal" item found during an inspection is confiscated and, in some instances, students may be referred to the student conduct office.



Exit Key: 1=North; 2=East; 3=South and 4=West - Note: For multiple exits in same cardinal direction designation is 1a, 1b, etc.

Move away from bldg at least 100 feet----EVACUATION ASSEMBLY AREAS

| Building | Location Evacuated | Exit | Outdoor Assembly Area | Alternate Indoor Assembly Area |
|---|--|-----------------------|--|-----------------------------------|
| Ade Hall (4) | Ground Floor, First Floor | 1, 3 & 4 | Sidewalk in front of Miller #1 (3a) | Miller Theater #2 (3b) Lobby |
| Ade Hall (4) | Second Floor | 1, 3 & 4 | Sidewalk in front of Miller #1 (3a) | Miller Theater #2 (3b) Lobby |
| Alumni Hall (34) | First Floor North, Third Floor North, North Mezzanine | 1 | King Alfred statue | Herrick Library (35) Lobby |
| Alumni Hall (34) | First Floor South, Second Floor, Third Floor South, South Mezzanine | 3 | King Alfred statue | Herrick Library (35) Lobby |
| AU Motor Pool (59) | All areas | 4 | Parking lot. | AU Physical Plant (23) |
| AU Physical Plant (23) | Basement | 2 | Parking lot behind Carnegie. | Heating Plant (57) |
| AU Physical Plant (23) | First Floor | 3 | Parking lot behind Carnegie. | Heating Plant (57) |
| Career Development Center-Steinheim (28) | Basement & First Floor North Wing | 2 | Parking area | Powell Campus Center (27) Lobby |
| Career Development Center-Steinheim (28) | First Floor South Wing & Second Floor | 4 | Parking area | Powell Campus Center (27) Lobby |
| Carnegie Hall (25) | Ground Floor | 2 | East parking lot | Greene Hall (24) |
| Carnegie Hall (25) | Second & Third Floor | 4 | East parking lot | Greene Hall (24) |
| Child and Family Services (43) - Lea R Powell | All Floors | 2, 4 | West parking lot | Wellness Center (44) Lobby |
| Crandall Hall (38) | First & Second Floor | 2 | East sidewalk | Carnegie (25) |
| Confucius House (46) | All Floors | 2 | East sidewalk | Wellness Center (44) Lobby |
| Crandall Health & Wellness Center (44) | First Floor North | 1 | Parking lot | Powell Campus Center (27) Lobby |
| Crandall Health & Wellness Center (44) | First Floor East | 2a, 2b | Parking lot | Powell Campus Center (27) Lobby |
| Crandall Health & Wellness Center (44) | First Floor South | 3 | Parking lot | Powell Campus Center (27) Lobby |
| Crandall Health & Wellness Center (44) | First Floor West | 4a, 4b | Parking lot | Powell Campus Center (27) Lobby |
| Davis Gym (12) | Lower section | 2, 4 | West sidewalk Scholes Library | McLane Center (7) gymnasium |
| Davis Gym (12) | Upper section | 3 | West sidewalk Scholes Library | McLane Center (7) gymnasium |
| Environmental House (48) | All Floors | 2 | East sidewalk | Wellness Center (44) Lobby |
| Equestrian Center (56) | All areas | 3 | Far corner of parking lot | Powell Campus Center (27) Lobby |
| Gothic Chapel (41) | Chapel Area | 1 | Alumni Hall parkinglot | Saxon Inn (40) Lobby |
| Greene Hall (24) | First Floor Office Services | 2 | Parking lot south by Carnegie | Carnegie (25) first floor |
| Greene Hall (24) | First Floor Human Resources & Payroll | 4 | Parking lot south by Carnegie | Carnegie (25) first floor |
| Greene Hall (24) | Second Floor | 4 | Parking lot south by Carnegie | Carnegie (25) first floor |
| Heating Plant (57) | First Floor-Boiler Room | 4a | Parking lot east by Carnegie | Physical Plant (23) |
| Heating Plant (57) | First Floor-Storage, Plumbing Repair | 4b | Parking lot east by Carnegie | Physical Plant (23) |
| Heating Plant (57) | Second Floor | 2 | Parking lot east by Carnegie | Physical Plant (23) |
| Herrick Library (35) | Ground Floor | 3 | Parking lot south | Powell Campus Center (27) Lobby |
| Herrick Library (35) | First Floor | 1 | King Alfred statue | Powell Campus Center (27) Lobby |
| Herrick Library (35) | Second Floor | 1 | King Alfred statue | Powell Campus Center (27) Lobby |
| Honors House (45) | All Floors | 2 | East sidewalk | Saxon Inn (40) Lobby |
| International House (42) | All Floors | 4 | West sidewalk | Saxon Inn (40) Lobby |
| Judson Leadership Center (33) | All offices | 1 | Openhym parking lot | Alumni Hall (34) Lobby |
| Kanakadea Hall (26) | Basement | 1a | Powell Campus Center west sidewalk | Powell Campus Center (27)Lobby |
| Kanakadea Hall (26) | First Floor | 1b fire escape, 2, 3 | Powell Campus Center west sidewalk | Powell Campus Center (27)Lobby |
| Kanakadea Hall (26) | Second Floor | 1c fire escape | Powell Campus Center west sidewalk | Powell Campus Center (27)Lobby |
| Language House (47) | All Floors | 2 | East sidewalk | Wellness Center (44) Lobby |
| McLane Center (7) | First Floor-Offices, Squash Court | 1c | Parking lot north | Davis Gym (12) |
| McLane Center (7) | First Floor-Fitness Center, Training Rm, Equip Office, Locker Rms, Laundry | 2 | Grassy area south | Davis Gym (12) |
| McLane Center (7) | First Floor-Gymnasium | 1a, 1b | Parking lot north | Davis Gym (12) |
| McLane Center (7) | Second Floor including balcony | 4 | West sidewalk | Davis Gym (12) |
| Miller Performing Arts #1 (3a) | Basement | 3 | Ade Dining Hall sidewalk | Ade Dining Hall (4) |
| Miller Theater #2 (3b) | First & Second Floor North | 1 | Ade Dining Hall sidewalk | Ade Dining Hall (4) |
| Miller Theater #2 (3b) | First & Second Floor South | 3 | Ade Dining Hall sidewalk | Ade Dining Hall (4) |
| Music Annex (60) | First Floor | 1 | Carillon | Powell Campus Center (27) Lobby |
| Myers Hall (17) | First, Second, & Third Floor North | 4a | Binns-Merrill sidewalk | Powell Campus Center (27) Lobby |
| Myers Hall (17) | First, Second, & Third Floor South | 4b | Binns-Merrill sidewalk | Powell Campus Center (27) Lobby |
| Myers Hall (17) | Third Floor-Room 334, 336, 337 | Fire Esc | Binns-Merrill sidewalk | Powell Campus Center (27) Lobby |
| Olin (9) | Level 1 | 1, 4a, 4b, 4c | Davis Gym parking lot | Davis Gym (12) |
| Olin (9) | Level 2 | 1, 4a, 4b, 4c | Davis Gym parking lot | Davis Gym (12) |
| Olin (9) | Level 3 & 4 | 2 | Bartlett Hall sidewalk | Davis Gym (12) |
| Openhym Hall (32) | First, Second, Third & Fourth Floor | 1, 4 | West sidewalk | Alumni Hall (34) Lobby |
| Perlman Hall (16) | First Floor | 2 & 4 | Science Center parking lot | Science Center (15) 2nd Flr Lobby |
| Perlman Hall (16) | Second and Third Floors | 2 - Fire Esc | Science Center parking lot | Science Center (15) 2nd Flr Lobby |
| Powell Campus Center (27) | First Floor | 1a, 4 | Sidewalk between Kanakadea and Seidlin | Herrick Library (35) Lobby |
| Powell Campus Center (27) | Second Floor | 3 | King Alfred statue | Herrick Library (35) Lobby |
| Powell Campus Center (27) | Third Floor | 1b | Sidewalk between Kanakadea and Seidlin | Herrick Library (35) Lobby |
| Powell Campus Center (27) | Third Floor | 2 | King Alfred statue | Herrick Library (35) Lobby |
| Science Center (15) | First Floor | 4a | Parking lot behind Perlman | Powell Campus Center (27) Lobby |
| Science Center (15) | Second Floor | 4b | Parking lot behind Perlman | Powell Campus Center (27) Lobby |
| Science Center (15) | Third Floor North | 4b | Parking lot behind Perlman | Powell Campus Center (27) Lobby |
| Science Center (15) | Third Floor South | 2 | East paved walk | Powell Campus Center (27) Lobby |
| Science Center (15) | Fourth Floor | 2 | East paved walk | Powell Campus Center (27) Lobby |
| Seidlin Annex/Engineering Laboratorys (22) | First Floor-Electrical Engineering | 2a | Sidewalk between Myers Hall and Powell | Powell Campus Center (27) Lobby |
| Seidlin Annex/Engineering Laboratorys (22) | First Floor-Thermo Sciences | 2c | Sidewalk between Myers Hall and Powell | Powell Campus Center (27) Lobby |
| Seidlin Annex/Engineering Laboratorys (22) | Electrical Engineering Labs, Materials Labs | 4a, 4b, 4c - Fire Esc | Parking lot by STEP lab | Powell Campus Center (27) Lobby |
| Seidlin Annex/Engineering Laboratorys (22) | Second Floor | 2b | Sidewalk between Myers Hall and Powell | Powell Campus Center (27) Lobby |

| | | | | |
|-------------------------------------|--|--------------------|--|-------------------------------------|
| Seidlin Hall (18) | Ground Floor | 4 | Sidewalk between Myers Hall and Powell | Powell Campus Center (27) Lobby |
| Seidlin Hall (18) | First & Second Floor | 2 | Sidewalk between Myers Hall and Powell | Powell Campus Center (27) Lobby |
| Stull Observatory Classroom (49) | Classroom - Note: All domes single exits | 2, 3, 4 | Parking lot west | Alumni Hall (34) Lobby |
| Susan Howell Hall (30) | Ground Floor Banner Training | 1 | King Alfred statue | Powell Campus Center (27) Lobby |
| Susan Howell Hall (30) | Ground Floor remaining | 4 | King Alfred statue | Powell Campus Center (27) Lobby |
| Susan Howell Hall (30) | Second Floor | 4 | King Alfred statue | Powell Campus Center (27) Lobby |
| Welcome Center at Fasano House (52) | Basement & First Floor | 2, 4 | Bus stop shelter south across street | McLane Center (7) gymnasium |
| Welcome Center at Fasano House (52) | Second & Third Floor | 3 | Bus stop shelter south across street | McLane Center (7) gymnasium |
| Ann's House (55) | First Floor | 4 | Parking lot south | Judson Leadership Center (33) Lobby |
| Ann's House (55) | Second, Third Floors | 2 | | Judson Leadership Center (33) Lobby |
| Bartlett Hall (8) | First Floor Residence Life Office | 4c | West sidewalk | Olin (9) Lobby |
| Bartlett Hall (8) | Remaining First Floor | 4b | West sidewalk | Olin (9) Lobby |
| Bartlett Hall (8) | Second Floor | 4b | West sidewalk | Olin (9) Lobby |
| Bartlett Hall (8) | Third & Fourth Floor | 2 | West sidewalk | Olin (9) Lobby |
| Brick Hall (36) | Basement | 3 | Parking lot behind Kruson | Herrick Library (35) Lobby |
| Brick Hall (36) | First, Second and Third Floor | 2 | West sidewalk of Herrick Library | Herrick Library (35) Lobby |
| Joel's House (54) | All Floors | 3, 4 | Parking lot north | Judson Leadership Center (33) Lobby |
| Kruson Hall (39) | Ground Floor | 4 | Parking lot west | Herrick Library (35) Lobby |
| Kruson Hall (39) | First, Second & Third Floor | 2, 3 | Herrick west sidewalk | Herrick Library (35) Lobby |
| Pegasus (31 a) Ford St. Apts. | First & Second Floor | 1 | Grassy area | Judson Leadership Center (33) Lobby |
| Athena (31 b) Ford St. Apts. | First & Second Floor | 1 | Grassy area | Judson Leadership Center (33) Lobby |
| Mercury (31 c) Ford St. Apts. | First, Second & Third Floor | 4 | Grassy area | Judson Leadership Center (33) Lobby |
| Thor (31 d) Ford St. Apts. | First, Second & Third Floor | 4 | Grassy area | Judson Leadership Center (33) Lobby |
| Bacchus (31 e) Ford St. Apts. | First, Second & Third Floor | 4 | Grassy area | Judson Leadership Center (33) Lobby |
| Medusa (31 f) Ford St. Apts. | First, Second & Third Floor | 4 | Grassy area | Judson Leadership Center (33) Lobby |
| Norwood (5 a) | First, Second, Third Floor North | 4a | Down the side ramp to parking lot. | Ade Dining (4) Lobby |
| Norwood (5 a) | First, Second, Third Floor South | 4b | Down the side ramp to parking lot. | Ade Dining (4) Lobby |
| Phillips (5 b) | First, Second, Third Floor North | 4a | In front of Shults | Ade Dining (4) Lobby |
| Phillips (5 b) | First, Second, Third Floor South | 4b | In front of Shults | Ade Dining (4) Lobby |
| Tredennick (5 c) | First, Second, Third Floor North | 4a | In front of Norwood | Ade Dining (4) Lobby |
| Tredennick (5 c) | First, Second, Third Floor South | 4b | In front of Norwood | Ade Dining (4) Lobby |
| Crawford (5 d) | First, Second, Third Floor North | 4a | In front of Davis | Ade Dining (4) Lobby |
| Crawford (5 d) | First, Second, Third Floor South | 4b | In front of Davis | Ade Dining (4) Lobby |
| Shults (5 e) | First, Second, Third Floor North | 2a | In front of Phillips | Ade Dining (4) Lobby |
| Shults (5 e) | First, Second, Third Floor South | 2b | In front of Phillips | Ade Dining (4) Lobby |
| Davis (5 f) | First, Second & Third Floor South | 2a | In front of Tredennick | Ade Dining (4) Lobby |
| Davis (5 f) | First, Second & Third Floor North | 2b | In front of Tredennick | Ade Dining (4) Lobby |
| Kenyon (5 g) | First, Second, Third Floor North | 2a | Back of Reimer | Ade Dining (4) Lobby |
| Kenyon (5 g) | First, Second, Third Floor South | 2b | Back of Reimer | Ade Dining (4) Lobby |
| Reimer Hall (6 h) | First Floor | 4 | West sidewalk | Ade Dining (4) Lobby |
| Reimer Hall (6 h) | Second & Fourth Floors | 1 | West sidewalk | Ade Dining (4) Lobby |
| Reimer Hall (6 h) | Third Floor | 3 | West sidewalk | Ade Dining (4) Lobby |
| Tefft Hall (6 i) | First Floor | 4 | West sidewalk | Ade Dining (4) Lobby |
| Tefft Hall (6 i) | Second and Fourth Floors | 1 | West sidewalk | Ade Dining (4) Lobby |
| Tefft Hall (6 i) | Third Floor | 3 | West sidewalk | Ade Dining (4) Lobby |
| Barresi Hall (6 j) | First Floor | 4 | West sidewalk | Ade Dining (4) Lobby |
| Barresi Hall (6 j) | Second Floor | 1 | West sidewalk | Ade Dining (4) Lobby |
| Barresi Hall (6 j) | Third Floor | 3 | West sidewalk | Ade Dining (4) Lobby |
| Cannon Hall (6 k) | First Floor | 4 | West sidewalk | Olin (9) Lobby |
| Cannon Hall (6 k) | Second Floor | 1 | West sidewalk | Olin (9) Lobby |
| Cannon Hall (6 k) | Third Floor | 3 | West sidewalk | Olin (9) Lobby |
| Binns-Merrill Hall (19) | Sub-Basement Floor | 3, 4 | Parking lot next to STEP lab | Powell Campus Center (27) Lobby |
| Binns-Merrill Hall (19) | Basement Floor | 2 | Sidewalk between Myers and Perlman | Powell Campus Center (27) Lobby |
| Binns-Merrill Hall (19) | First and Second Floors | 2 | Sidewalk between Myers and Perlman | Powell Campus Center (27) Lobby |
| Cohen Arts Center (53) | Basement Level | 4 | East sidewalk | Harder Hall (13) Lobby |
| Cohen Arts Center (53) | First Floor | 2 | East sidewalk | Harder Hall (13) Lobby |
| Fabrication Shop (58) | Shop Area | 2, 3 | Parking lot next to STEP lab | Powell Campus Center (27) Lobby |
| Glass Science and Eng. (20) | Sub-Basement | 4 | Parking lot next to STEP lab | Powell Campus Center (27) Lobby |
| Glass Science and Eng. (20) | Basement | 4 | Parking lot next to STEP lab | Powell Campus Center (27) Lobby |
| Glass Science and Eng. (20) | First Floor | 2 | Sidewalk Myers Hall | Powell Campus Center (27) Lobby |
| Glass Science and Eng. (20) | Second Floor | 2 | Sidewalk Myers Hall | Powell Campus Center (27) Lobby |
| Harder Hall (13) | First Floor - Sr Ceramics, Woodshop, Glaze, Kiln Rooms | 3 | West parking lot Repro area | Olin (9) Lobby |
| Harder Hall (13) | First Floor - Jr & Sr Ceramics | 4a, 4b | West parking lot Repro area | Olin (9) Lobby |
| Harder Hall (13) | Second Floor - Photo; Aud Back Stage & Dressing Rooms | 1 | Davis Gym sidewalk | Olin (9) Lobby |
| Harder Hall (13) | Second Floor - Electronic Arts | 4b | West parking lot Repro area | Olin (9) Lobby |
| Harder Hall (13) | Second Floor - Painting, Drawing, FF offices | 4a | West parking lot Repro area | Olin (9) Lobby |
| Harder Hall (13) | Second Floor - Freshman Foundations | 2 - McGee Pavilion | West parking lot Repro area | Olin (9) Lobby |
| Harder Hall (13) | Second Floor - museum storage, Moca Joca, Supply Room | 2 - First Floor | Sidewalk Perlman | Olin (9) Lobby |
| Harder Hall (13) | Third Floor - Printmaking North Side | 1 | Davis Gym sidewalk | Olin (9) Lobby |
| Harder Hall (13) | Third Floor -Holmes Aud/Gallery/Mus Storage | 3a, 2 - McGee | Perlman sidewalk | Olin (9) Lobby |
| Harder Hall (13) | Third Floor - Holmes Auditorium | 2 Holmes Aud | Perlman sidewalk | Olin (9) Lobby |
| Harder Hall (13) | Forth Floor-Art Hist/IEA, McGee Pavilion | 1, 3b McGee | Davis Gym sidewalk | Olin (9) Lobby |
| Harder Hall (13) | Fifth Floor-Graphic Dsgn/Integrated Electronic Arts | 1 | Davis Gym sidewalk | Olin (9) Lobby |
| McMahon Engineering (10) | First Floor North | 4a | Scholes Library sidewalk | Scholes Library (11) Lobby |
| McMahon Engineering (10) | First Floor South | 4b | Scholes Library sidewalk | Scholes Library (11) Lobby |
| McMahon Engineering (10) | Second Floor West | 4a, 4b | Scholes Library sidewalk | Scholes Library (11) Lobby |

| | | | | |
|------------------------------|--------------------------------------|---------|----------------------------------|-----------------------------|
| McMahon Engineering (10) | Second Floor East | 2a, 2b | Science Center parking lot | Scholes Library (11) Lobby |
| McMahon Engineering (10) | Third Floor West | 4a, 4b | Scholes Library sidewalk | Scholes Library (11) Lobby |
| McMahon Engineering (10) | Third Floor East | 2a, 2b | Science Center parking lot | Scholes Library (11) Lobby |
| National Casting Center (51) | Main Floor | 1, 2, 3 | East sidewalk across street | McLane Center (7) gymnasium |
| NYSCC Support Services (58) | Basement | 1 | Glass Science & Eng. parking lot | Davis Gym (12) |
| NYSCC Support Services (58) | First Floor | 2 | Glass Science & Eng. parking lot | Davis Gym (12) |
| Scholes Library (11) | Sub-basement | 4 | Davis Gym parking lot | Olin (9) Lobby |
| Scholes Library (11) | Basement - Mechanical Rooms, Storage | 4 | Davis Gym parking lot | Olin (9) Lobby |
| Scholes Library (11) | Ground Floor East | 2 | McMahon sidewalk | Olin (9) Lobby |
| Scholes Library (11) | Ground Floor South | 3 | Davis Gym parking lot | Olin (9) Lobby |
| Scholes Library (11) | First Floor | 2 | McMahon sidewalk | Olin (9) Lobby |
| Scholes Library (11) | Second Floor | 2 | McMahon sidewalk | Olin (9) Lobby |
| Scholes Library (11) | Third Floor | 2 | McMahon sidewalk | Olin (9) Lobby |

Rev. EH&S 08/01/12 - Note: Number next to building name in parentheses designates building number from campus map

Integrated Contingency Plan

Emergency Response Planning

An emergency situation can potentially arise at any time and from a variety of causes. The Integrated Contingency Plan is designed to minimize the possibility of an emergency occurring, and to provide for an organized and coordinated response to emergencies. The goal is to direct appropriate resources towards the mitigation, preparedness, response and recovery associated with an emergency incident. The procedures outlined in this plan are intended to enhance the protection of life, property and the environment, mitigate damage, and provide a rapid return to normal operations through effective use of University resources. The plan includes a chain of command, establishing the authority and responsibilities of various individuals. This plan is designed to provide for effective response and is subject to changes, updates and revisions as the environment of the University changes.

This plan describes how Alfred handles emergencies. Specifically, it describes:

- The steps Alfred takes to prevent "emergency" incidents;
- The emergency response actions Alfred employs to minimize or eliminate injuries to human health and the environment resulting from "emergency and non-emergency incidents";
- The remedial and corrective actions Alfred implements after a "emergency incident" to reduce or eliminate the possibility of such incidents reoccurring in the future;
- How Alfred complies with a number of state and federal environmental and employee safety laws and rules.

This plan is also designed to help protect lives and property through effective use of campus resources and communication networks.

Alfred is committed to conducting its operations in a safe and environmentally responsible manner. All faculty, staff and students are expected to promote and foster a safe work environment. Precautionary measures, including the adoption of the ICP, have been taken to minimize the potential occurrence of incidents which could result in emergencies.

The Alfred campus is maintained and operated to minimize the possibility of an explosion or any unplanned, sudden, or non-sudden release of hazardous material to air, soil, surface water or groundwater. The ICP is also designed to minimize hazards to human health and the environment potentially caused by fires, explosions, bomb threats, and any unplanned release of hazardous material to air, soil, surface water or groundwater at or from Alfred. See 6 NYCRR §§ 373-3.3(b) and 373-3.4(b).

The provisions of the ICP will be carried out immediately whenever there is an emergency in Alfred on campus or in the community.

The ICP contains guidelines to assist operating, maintenance and emergency response personnel in determining specific courses of action and responsibilities under foreseeable medical emergencies. Appropriate emergency response by all involved includes:

- Prompt response to injuries to human health and damage to the environment;
- Minimization of property damage and threats to the community;
- The prompt and safe resumption of University operations.

The President of Alfred fully supports the adoption and implementation of this plan.

Cherise Haase, Environmental Health & Safety Manager 607-871-2190

PLACED ON RESIDENTIAL DOORS

For Residential Buildings with Sprinklers

PLEASE TAKE NOTICE, that pursuant to Section 6438 of the New York Education Law, this building is equipped with a fire alarm system that automatically contacts 911 and has detectors in every bedroom. This building is equipped with a sprinkler system as defined in Section 155A of the New York Executive Law. Pursuant to Title 20 of U.S. Code Section 1092(i), the campus fire safety report on student housing may be accessed at either the Alfred University Office of Public Safety or the Alfred University Physical Plant Office, both of which are located in the Alfred University Physical Plant Building.

For Residential Buildings without Sprinklers

PLEASE TAKE NOTICE, that pursuant to Section 6438 of the New York Education Law, this building is equipped with a fire alarm system that automatically contacts 911 and has detectors in every bedroom. This building is not equipped with a sprinkler system as defined in Section 155A of the New York Executive Law. Pursuant to Title 20 of U.S. Code Section 1092(i), the campus fire safety report on student housing may be accessed at either the Alfred University Office of Public Safety or the Alfred University Physical Plant Office, both of which are located in the Alfred University Physical Plant Building.

Important Telephone Numbers

| | |
|--------------------------------------|----------------|
| Alfred Police Dept..... | 1-607-587-8877 |
| Alfred University Public Safety..... | 1-607-871-2108 |
| Ambulance..... | 911 |
| Counseling Services..... | 1-607-871-2300 |
| Health Services..... | 1-607-871-2400 |
| Dean of Students..... | 1-607-871-2132 |
| Fire..... | 911 |
| New York State Police-Amity..... | 1-585-268-9030 |
| Local Hospitals | |
| Jones Memorial..... | 1-716-593-1100 |
| St. James Mercy..... | 1-607-324-8000 |

**when calling from a campus phone press 9 to access an outside line*

Responsibilities

The Offices of Facility Operations, Environmental Health and Public Safety are responsible for all aspects of fire and line safety within Alfred University. Duties and responsibilities include but are not limited to:

- Development and implementation of all fire related training material for faculty, administration, staff and students.
- Development and dissemination of emergency response protocols and procedures.
- Development and dissemination of fire and related emergency evacuation protocols.
- Development and dissemination of policy and procedures for fire-related activities.
- Conducting required fire drills in all academic and residence hall buildings.
- Inspection and reporting of all fire and life safety deficiencies in University buildings.
- Reviewing construction project plans for code compliance.
- Acting as a liaison with the Department of New York State’s Office of Fire Prevention and Control and all other agencies involved with the fire and life safety issues.
- Maintaining a repository for all fire and life safety data and statistics.

Facility Operations is responsible for the proper operation of all fire systems including testing, inspecting, maintenance and repairs to ensure reliability in case of fire or an emergency. Fire systems include fire doors, fire extinguishers, emergency lighting, OS & Y valves, fire alarm monitoring systems, sprinkler/standpipe systems, fire hoses and nozzles, fire pumps, pull stations, pre-action systems, Siamese connections, smoke and heat detectors, bells, gongs and horns.



Reimer

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The Alfred University Annual Campus Safety report is required by the federal "Crime Awareness and Campus Security Act." The purpose of this report is to provide the University community and prospective members of the community with information about campus safety, including crime statistics and procedures to follow for reporting crimes. This report is prepared by the Office of the Dean of Students and can be accessed at the Alfred University web address http://my.alfred.edu/index.cfm/fuseaction/student_policies.index.cfm

Alfred University Office of Public Safety
1 Saxon Drive, Alfred, NY 14802
607-871-2108

The Office of Environmental Health & Safety
1 Saxon Drive, Alfred, NY 14802
607-871-2190