

ADELPHI UNIVERSITY

2019 ANNUAL SECURITY & FIRE SAFETY REPORT

Prepared by:

*Adelphi University Department
of Public Safety & Transportation*



**In compliance with the Jeanne Clery Disclosure of
Campus Security Policy and Campus Crime Statistics Act
& Violence Against Women Reauthorization Act of 2013**

**Covering the reporting years of 2016, 2017 and 2018 for the main Garden City
campus and centers in Manhattan, Hauppauge, and Poughkeepsie.**

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Message from the Executive Director of Public Safety & Campus Transportation

Adelphi University has long been committed to maintaining a comprehensive safety and crime prevention program for all members of the Adelphi community. With the assistance of our student, faculty, and staff, and through the cooperative efforts of the Garden City community and local law enforcement agencies, this program has contributed to what we believe is an excellent record of safety.

Our website and this annual report are designed to inform you of the extensive public safety services performed by the University, and to assure you that while Garden City remains one of the safest neighborhoods on Long Island, and Adelphi University one of the safest campuses in the country, we remain as determined as ever to be vigilant about concerns for safety here as well as at all of the University's centers.

Working together as a community, we will continue to ensure a safe environment for everyone at Adelphi University.

Robert F. Hughes

Executive Director of Public Safety and Campus Transportation

About the Department

The University Department of Public Safety and Transportation office, Levermore Hall and the Security Command Center, Levermore Hall, provides Public Safety services 24 hours a day, 7 days a week, 365 days a year. The department consists of an executive director, one associate director, one assistant director, one captain, three lieutenants (one of which manages the transportation and parking services and the other as our fire safety supervisor), six sergeants (one of which is the crime prevention supervisor and one special events), and 39 carefully selected and trained male and female officers, many of whom have law enforcement backgrounds. Public safety officers provide vehicle, bicycle, and foot patrols of the entire campus, parking lots, buildings, and residence halls; protect life and property; in concert with Health Services ensure that those sick or injured receive prompt medical treatment; respond to and investigate reports of crime; enforce traffic regulations, fire safety, and conduct crime-prevention programs and seminars. Jurisdiction is limited to the interior and the sidewalk perimeter of the Garden City campus and Parking Field 9 (Garden City pool). Each of the centers provides security only for the interior space that is leased by the university.

The Department of Public Safety and Transportation maintains a close working relationship with the Garden City, Hempstead, Nassau County, Suffolk County, Poughkeepsie and the New York City police departments, all of which provide police services, including criminal investigation and emergency services. Although Adelphi public safety officers are not peace officers and therefore do not have authority to make arrests as such, they do provide crime-scene services pending the response of the law enforcement agency concerned. Officers have the authority to issue parking and moving violation summonses on campus, and have the authority to request identification of persons on campus. The University maintains a Memorandum of Understanding with the Garden City Police Department, which has geographical jurisdiction to investigate alleged criminal offenses that occur on the main campus in Garden City. The police department and the University's Department of Public Safety communicate on an almost daily basis discussing types of incidents occurring on or in proximity of the campus.

Furthermore, the department has a close working relationship and maintains a Memorandum of Understanding with members of the New York City Police Department's First Precinct, which covers the Manhattan Center, and maintains a close working relationship with the Suffolk County Police Department, which covers the Hauppauge Education & Conference Center as well as the Poughkeepsie Police Department, which covers the Hudson Valley Center. Each department is contacted annually or as needed to ascertain whether any Clery crimes occurred that impact reportable crimes. In addition, public safety maintains close relationships with other local, state, and federal law enforcement partners.

Mission Statement

Pride - Professionalism - Service

The mission of the Adelphi University Department of Public Safety and Transportation is to enhance the quality of life for the entire Adelphi community by maintaining a secure and open environment where the safety of all is balanced with the rights of the individual. This department strives to accomplish its mission while adhering to its core values of Pride, Professionalism, and Service to the University Community.

The success of this mission depends upon an effective working relationship between Public Safety and Transportation personnel and the diverse community at Adelphi. This includes students, staff, faculty, and visitors. Critical to this relationship is mutual respect. Therefore, we pledge to respect the diverse needs and interests of the community we serve. We pledge to be diligent and relentless in the protection of both life and property.

In return, we ask that our partners in this community assume their individual and collective responsibilities to make Adelphi University a place that is safe from crime, fear, disorder, and to provide a civil and open environment that fosters learning.

Annual Security and Fire Safety Report

Adelphi University's Annual Security and Fire Safety Report includes statistics for the previous three calendar years concerning reported crimes that occurred on campus; in certain off-campus buildings or property owned or controlled by Adelphi University; and on public property within, or immediately adjacent to and accessible from campus. The report also includes institutional policies concerning campus security, such as policies concerning alcohol and drug use, crime prevention, the reporting of crimes, hate crimes, sexual assault including Title IX, Violence Against Women Reauthorization Act of 2013 (VAWA), domestic violence, dating violence, stalking, emergency operations plans including evacuation procedures, annual fire safety report and fire log, Amanda's Law and the Kerry Rose Fire Sprinkler Notification Act, missing student notification, timely warnings and emergency notifications, and other matters.

All policies mentioned in this report are for the main campus in Garden City as well as the centers in Manhattan, Hauppauge, and Hudson Valley. When this report mentions "University Community" it is indicating the main campus and the centers located off campus.

Adelphi Department of Public Safety is responsible for preparing and distributing this report. Through the collaboration of University professionals, the Campus Security Authorities in addition to departments including but not limited to Student Affairs, Title IX, Health Services, and Residential Life, talks and meetings occur throughout the year to discuss security and safety issues and review existing policies. Public Safety also has a close relationship and meets regularly with the local police departments to discuss safety in the area and data that is included in this report. Adelphi Public Safety is able to analyze reports, compile crime statistics, and develop strategies to reduce criminal incidents and enhance preventive measures. Each member of the University community receives an email, which includes a PDF of the report. In addition, this report can be viewed or printed by accessing the Public Safety website at safety.adelphi.edu or may be obtained upon request in the Office of Public Safety and Campus Transportation in Levermore Hall.

Campus Security Authority (Clery Act)

According to a federal law known as the *Jeanne Clery Disclosure of Campus Security Policy and Campus Crime Statistics Act*, our school is required to disclose “statistics concerning the occurrence of certain criminal offenses reported to local law enforcement agencies or any official of the institution who is defined as a “Campus Security Authority.”

The law defines “Campus Security Authority” as: “An official of an institution who has significant responsibility for student and campus activities, including, but not limited to, the president, senior staff, all deans of the University, student housing, student discipline, and campus judicial proceedings.” An example would be a dean of students who oversees student housing, a student center, or student extra-curricular activities and has significant responsibility for student and campus activities. Similarly, a director of athletics, team coach, and faculty adviser to a student group also has significant responsibility for student and campus activities. A single teaching faculty member is unlikely to have significant responsibility for student and campus activities, except when serving as an advisor to a student group. Clerical staff, as well, is unlikely to have significant responsibility for student and campus activities.

Precisely, campus security authorities are defined as:

- (i) A campus police department or a campus security department of an institution.
- (ii) Any individual or individuals who have responsibility for campus security but who do not constitute a campus police department or a campus security department under paragraph (i) of this definition, such as an individual who is responsible for monitoring entrance into institutional property.
- (iii) Any individual or organization specified in an institution's statement of campus security policy as an individual or organization to which students and employees should report criminal offenses.
- (iv) An official of an institution who has significant responsibility for student and campus activities, including, but not limited to, student housing, student discipline, and campus judicial proceedings. If such an official is a pastoral or professional counselor, the official is not considered a campus security authority when acting as a pastoral or professional counselor.

The criminal offenses for which we are required to disclose statistics are:

- **Murder and Non Negligent Manslaughter:** The willful (non-negligent) killing of one human being by another.
- **Manslaughter by Negligence:** The killing of another person through gross negligence.
- **Sex Offenses:** Any sexual act directed against another person without the consent of the victim, including instances where the victim is incapable of giving consent.
 - **Rape:** The penetration, no matter how slight, of the vagina or anus with any body part or object, or oral penetration by a sex organ of another person, without the consent of the victim.
 - **Fondling:** The touching of the private body parts of another person for the purpose of sexual gratification, without the consent of the victim, including

instances where the victim is incapable of giving consent because of his/her age or because of his/her temporary or permanent mental incapacity.

- **Incest:** Non-forcible sexual intercourse between persons who are related to each other within the degrees wherein marriage is prohibited by law.
- **Statutory Rape:** Non-forcible sexual intercourse with a person who is under the statutory age of consent.
- **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 is usually 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.
- **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.
- **Domestic Violence:** A felony or misdemeanor crime of violence committed by a current or former spouse or intimate partner of the victim; by a person with whom the victim shares a child in common; by a person who is cohabitating with, or has cohabitated with, the victim as a spouse or intimate partner; by a person similarly situated to a spouse of the victim under the domestic or family violence laws of the jurisdiction in which the crime of violence occurred; or by any other person against an adult or youth victim who is protected from that person's acts under the domestic or family violence laws of the jurisdiction in which the crime of violence occurred. For the purposes of complying with the requirements of this section and § 668.41, any incident meeting this definition is considered a crime for the purposes of Clery Act reporting.
- **Dating Violence:** Violence committed by a person who is or has been in a social relationship of a romantic or intimate nature with the victim. The existence of such a relationship shall be determined based on the reporting party's statement and with consideration of the length of the relationship, the type of relationship, and the frequency of interaction between the persons involved in the relationship. For the purposes of this definition:
 - (A) Dating violence includes, but is not limited to, sexual or physical abuse or the threat of such abuse.
 - (B) Dating violence does not include acts covered under the definition of domestic violence.For the purposes of complying with the requirements of this section and § 668.41, any incident meeting this definition is considered a crime for the purposes of Clery Act reporting.

- **Stalking:** Engaging in a course of conduct directed at a specific person that would cause a reasonable person to fear for the person's safety or the safety of others; suffer substantial emotional distress. For the purposes of this definition:
 - (A) *Course of conduct* means two or more acts, including, but not limited to, acts in which the stalker directly, indirectly, or through third parties, by any action, method, device, or means, follows, monitors, observes, surveils, threatens, or communicates to or about a person, or interferes with a person's property.
 - (B) *Reasonable person* means a reasonable person under similar circumstances and with similar identities to the victim.
 - (C) *Substantial emotional distress* means significant mental suffering or anguish that may, but does not necessarily, require medical or other professional treatment or counseling.
 For the purposes of complying with the requirements of this section and section 668.41, any incident meeting this definition is considered a crime for the purposes of Clery Act reporting.
- **Liquor Violations:** The violation of state or local laws or ordinances prohibiting the manufacture, sale, purchase, transportation, possession, or use of alcoholic beverages, not including driving under the influence and drunkenness.
- **Drug Abuse Violations:** The violation of laws prohibiting the production, distribution, and/or use of certain controlled substances and the equipment or devices utilized in their preparation and/or use. The unlawful cultivation, manufacture, distribution, sale, purchase, use, possession, transportation, or importation of any controlled drug or narcotic substance. Arrests for violations of state and local laws, specifically those relating to the unlawful possession, sale, use, growing, manufacturing, and making of narcotic drugs.
- **Weapons:** Carrying, possessing, etc. The violation of laws or ordinances prohibiting the manufacture, sale, purchase, transportation, possession, concealment, or use of firearms, cutting instruments, explosives, incendiary devices, or other deadly weapons.

Unfounded Crimes: If a reported crime is investigated by law enforcement authorities and found to be false or baseless, the crime is "unfounded" and will not be included in Adelphi's statistics. **Only sworn or commissioned law enforcement personnel may "unfound" a crime.** (This does not include a district attorney who is sworn or commissioned.) Note that the recovery of stolen property, the low value of stolen property, the refusal of the victim to cooperate with the prosecution or the failure to make an arrest does not "unfound" a legitimate offense. Also, the findings of a coroner, court, jury or prosecutor do not "unfound" offenses or attempts that law enforcement investigations establish to be legitimate.

The University is also required to report statistics for bias-related (hate) crimes for the following offenses: murder/non negligent manslaughter, manslaughter by negligence, sex offenses (forcible and non-forcible), robbery, aggravated assault, burglary, motor vehicle theft, arson, larceny-theft, vandalism, intimidation, simple assault, and damage/destruction/vandalism of property. Bias crime categories are race, religion, gender, ethnicity, disability, national origin, gender identity and sexual orientation.

We are required to disclose statistics for offenses that occur on campus, in or on non-campus buildings or property owned or controlled by our school, and public property within or immediately adjacent to our campus. For Clery purposes, the following are the definitions of each location.

Campus

- (i) Any building or property owned or controlled by an institution within the same reasonably contiguous geographic area and used by the institution in direct support of, or in a manner related to, the institution's educational purposes, including residence halls; and
- (ii) Any building or property that is within or reasonably contiguous to the area identified in paragraph (i) of this definition, that is owned by the institution but controlled by another person, is frequently used by students, and supports institutional purposes (such as a food or other retail vendor).

Non-campus building or property

- (i) Any building or property owned or controlled by a student organization that is officially recognized by the institution; or
- (ii) Any building or property owned or controlled by an institution that is used in direct support of, or in relation to, the institution's educational purposes, is frequently used by students, and is not within the same reasonably contiguous geographic area of the institution.

Public property

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

Designation and Training of a CSA

A CSA will be designated by the Department of Public Safety and Transportation. Those designated as CSAs will receive an email of this designation and are required to complete a mandatory online, with an optional in-person training session. Once a CSA receives the email for training, via Moodle, they have a reporting requirement because the University believes that their responsibility for students, campus activities, and/or campus security will make them an individual that members of the University community will see as an authority figure and someone to whom they can seek help. A CSA is not expected to investigate or determine whether a criminal incident actually took place. A CSA's responsibility is a duty to report. For more information concerning the training sessions or CSAs, please contact the Department of Public Safety. Once they complete the training, they will receive a Certificate of Completion and access to additional information regarding Clery, their CSA responsibilities, and contact information. Subsequently, a letter is forwarded to all individuals in departments who fit the definition of a Campus Security Authority, as previously described, each semester. If those individuals are aware of any crimes that were reported to have occurred that were not reported to the Department of Public Safety, they are instructed to forward the information. They are also told that if they are unsure if they should report something, to make the report. There is a copy of the Campus Security Authority Report available on the Moodle Training Webpage. If it is available, they are to provide the date, location, and a brief description of the incident.

The University has a responsibility to notify the campus community about any crimes that pose an ongoing threat to the community, and, as such, campus security authorities are obligated by law to report crimes to the University Department of Public Safety. They are instructed, even if they are not sure whether an ongoing threat exists, to immediately contact the Adelphi University Department of Public Safety.

Reporting Procedures

Garden City Main Campus

Community members, students, faculty, staff, and visitors who may be a victim of a crime, observe a crime or suspicious incident, an incident of domestic violence, dating violence or stalking, or if you see what you believe to be a security problem or other emergency on the Garden City campus, you are encouraged to notify the Department of Public Safety and Transportation immediately by dialing 5 or ext. 3507 or 3511 from any in-house telephone, utilize any blue light emergency call box, pick up any red phone, contact any public safety officer or respond to the public safety command center, Levermore Hall. To contact Public Safety via a cell phone, please call 516.877.3511. When calling, stay on the line until told to hang up and as accurately as possible, tell the dispatcher everything you can remember about the incident (e.g. sex of suspect, the suspect's clothing, vehicle, direction of travel, etc.). The Adelphi community is encouraged to program the Public Safety telephone number into their phones in case of an emergency.

Off Campus, The local Garden City Police Department is located at 349 Stewart Ave, Garden City, NY, 11530; Telephone: 516.465.4100 or for emergencies call 911.

If at one of the Adelphi Centers, one should:

Manhattan Center: Located at 75 Varick Street, NYC, NY, 10113

Call 212.965.8340 or contact the contract security officer located at the main entry to the Adelphi area on the second floor.

Off Campus, contact the New York City Police Department 1st Precinct located at 16 Ericsson place, NYC, NY, 10113; Telephone: 212.334.0611 or for emergencies call 911.

Hudson Valley Center: Located at Saint Francis Medical Arts Pavilion, 241 North Road, Poughkeepsie, NY, 12601

Call 845.471.3348 or contact the contract officer at the main entry to the Adelphi area located on the fourth floor.

Off Campus, contact the local Police Department, Town of Poughkeepsie located at 19 Tucker Drive, Poughkeepsie, NY, 12601; Telephone: 845.485.3666 or for emergencies call 911.

Hauppauge Education & Conference Center: Located at 55 Kennedy Drive, Hauppauge, NY, 11788

Call 631.300.4367 or 516.237.8605 or contact the public safety officer located in the lobby.

Off Campus, contact the Suffolk County Police Department 4th Precinct located 727 Veterans Memorial Highway, Smithtown, NY, 11787; Telephone: 631.854.8400 or for emergencies call 911.

One may choose to call 911 to report emergencies that require immediate response from police, fire, medical, or other emergency units at any location. Be specific relative to your location. Specify that you are at Adelphi University with a specific building location (e.g. Blodgett Hall room 201).

While the Department of Public Safety and Transportation and its personnel are responsible for ensuring that our campuses remain as safe as possible, the primary

responsibility for crime prevention and personal safety rests with each individual. Each of us must take personal responsibility for our own safety, as well as for the safety of those around us. Adelphi University encourages accurate and prompt reporting of all crimes to the campus public safety and the appropriate police agencies, when the victim elects to, or is unable to make such a report.

Any employee, student, or third party who believes that they may have been subjected to discrimination, harassment (including sexual misconduct (which encompasses Sexual Assault, Sexual Harassment, and/or Sexual Exploitation), dating violence, domestic violence, stalking) and/or retaliation is strongly encouraged to report this in accordance with the procedures set forth in this Policy:

For emergency or immediate assistance (twenty-four hours a day, seven days a week) contact the Department of Public Safety (516) 877-3511 or dial 5 from any campus phone. All emergency contact numbers are listed on the reverse side of your Adelphi identification card.

- If you are a student complainant, contact the Division of Student Affairs, Nexus Building, Room 303, divisionofstudentaffairs@adelphi.edu or 516.877.3660 or Renaire Frierson (Title IX Coordinator, Director of Equity and Compliance), titleix@adelphi.edu or 516.877.4819;
- If you are an employee or third party complainant, or if you have questions pertaining to this policy, contact Jane Fisher (Director of Talent Management and Labor Relations), fisher2@adelphi.edu or 516.877.3222 or Renaire Frierson (Title IX Coordinator, Director of Equity and Compliance), titleix@adelphi.edu or 516.877.4819.
- In addition, you may contact any member of the Anti-Harassment, Discrimination (including Sexual Misconduct, Dating Violence, Domestic Violence, Stalking), and Retaliation Panel (“Anti-Discrimination Panel”). See note below.

You may also report online at:

hr.adelphi.edu/title-ix/report.

This form is designed to provide Adelphi University students, staff, faculty, vendors, or visitors with an easy method to report specific information related to an alleged incident(s) of discrimination, harassment (including sexual misconduct), or retaliation.

You may choose to file this complaint form anonymously. This form will be received and reviewed by the Director of Employment, Employee and Labor Relations and the Title IX Coordinator, Director of Equity and Compliance. The University will comply with all federal, state and local mandates regarding the reporting of crimes to appropriate authorities.

Inquiries concerning the application of Title IX may be referred to the University’s Title IX Coordinator, Renaire Frierson at titleix@adelphi.edu, Levermore Hall, Room 207, (516) 877-4819, or

Office for Civil Rights (OCR)

U.S. Department of Education
400 Maryland Avenue, SW
Washington, DC 20202-1100

Customer Service Hotline #: (800) 421-3481

Facsimile: (202) 453-6012

TDD#: (877) 521-2172,

Email: OCR@ed.gov

Web: ed.gov/ocr, or

U.S. Equal Employment Opportunity Commission (EEOC)

131 M Street, NE

Washington, DC 20507

202-663-4900 / (TTY) 202-663-4494, 1-800-669-4000

Email info@eeoc.gov,

Web: eeoc.gov/contact/index.cfm

The above reporting procedures are provided in the written notification document to students and employees about existing counseling, health, mental health, victim advocacy, legal assistance, student financial aid, and other services available for those involved in a crime or incident.

Note: Anti-Discrimination, Harassment (Including Sexual Misconduct, Dating Violence, Domestic Violence, Stalking), and Retaliation Panel (“Anti-Discrimination Panel”)

The Anti-Discrimination Panel, which includes the Title IX Coordinator, is a diverse group of individuals composed of Adelphi employees who have been selected and trained on issues related to this Policy.

Fabian Burrell
Coordinator for Programming & Community
Engagement
Alumnae Hall, Room 118
p – 516.877.4978
e – fburrell@adelphi.edu

Joseph De Gearo
Interim Dean Student Affairs
Levermore Hall Room 014C
p – 516.877.3654
e – degearo@adelphi.edu

Cindy Donnelly
Chief Human Resources Officer
Levermore Hall, Room 203
p – 516.877.3268
e – cdonnelly@adelphi.edu

Jane Fisher
Director of Talent Management
and Labor Relations
Office of Human Resources,
Levermore Hall, Room 203
p – 516.877.3222
e – fisher2@adelphi.edu

Margaret Gray
Associate Professor
Political Science Department,
Blodgett Hall, Room 202D
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Renaire Frierson
Title IX Coordinator and Director Equity &
Compliance
Levermore Hall, Room 207
p – 516.877.4819
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Anthony Maldonado
Human Resources Partner
Levermore Hall Room 203
p – 516.877.3223
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James McGowan
Executive Director for Off-Campus Administration
Levermore Hall, Room 303 L
p – 516.877.3162
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Ruth McShane
Assistant Dean, College of Arts & Sciences
Science Building, Room 127
p – 516.877.4121
e – mcshane@adelphi.edu

Amanda Wright
Director of Student Conduct
and Community Standards
Levermore Hall Room 014B
p – 516.877.3940
e – awright@adelphi.edu

Guy Seneque
Director of Residential Life and Housing
Earle Hall A, Room 100
p – 516.877.3651
e – seneque@adelphi.edu

Adam Visconti
Assistant Director of Residential Life and Housing
Earle Hall A, Room 100
p – 516.877.3671
e – avisconti@adelphi.edu

Reporting a Crime: Privacy vs. Confidentiality

If you are the victim of a crime, including sexual assault, domestic violence, dating violence, or stalking, and do not want to pursue action within the University system or the criminal justice system you may still want, and are encouraged, to consider making a report. You can make a private or confidential report.

Private Reporting Options

All reports made to Adelphi University Department of Public Safety are received privately. A private report means that information about a violation or incident is shared with a limited circle of University employees who “need to know” in order to assist in the assessment, investigation, and resolution of the report. Formal reporting still affords privacy to the reporter, and only a small group of officials who need to know will be informed. Adelphi University offices and employees who cannot guarantee confidentiality, will maintain your privacy to the greatest extent possible. Private University resources include, but are not limited to, the Department of Public Safety, the Title IX Coordinator, Responsible Employees, & Campus Security Authorities (see Campus Security Authority section for more information). The circle of people with this knowledge will be kept as tight as possible to preserve a reporting party’s rights and privacy

Persons wanting to report a crime or incident can do so privately by contacting the Executive Director of Public Safety and Transportation in the office located in Levermore Hall or by calling the Department of Public Safety at ext. 3500 and state they want to remain anonymous . The reporting person's name will be kept anonymous , but the incident may be included in the annual crime statistics report without divulging the person's name or any other information that would infringe on his/her privacy. This is because all of the individuals listed above are required to report certain crime statistics to the Department of Public Safety for inclusion in the annual crime statistics.

In cases indicating pattern, predation, threats and/or violence, the University will be unable to honor a request for anonymity or a lack of consent to pursue an investigation because if these reported crimes are considered by Adelphi University to represent an ongoing or immediate threat to students and employees, the University will need to pursue action (i.e. investigation) to mitigate the threat and issue a timely warning or emergency notification to our community.

In cases where the victim requests anonymity, or does not consent to an investigation, any accommodations or protective measures provided to the victim, to the extent that maintaining such anonymity would not impair the ability of the University to provide accommodations or protective measures, will be maintained. When the victim of a crime elects to or is unable to make such a report, they are further encouraged to report crimes to any campus authority whereby the reporter will remain anonymous as requested, but the crime will be included as a statistic for the annual security report.

Any disclosure made in the course of institutional research, classroom discussions or writing assignments, or events such as Take Back the Night or speak-outs are not

considered notice to the University unless the victim wishes a report to be made. Such information will be used to inform campus climate and educational efforts, generally.

Counselors and Confidential Crime Reporting

If a reporting party wishes for the details of an incident to remain confidential, the reporting party may speak with a confidential resource. A confidential resource means that information shared to the below resources will not disclose what you tell them to anyone else at the University or outside it. The only instances where information may be disclosed is when: (i) the individual gives written consent for its disclosure; (ii) there appears to be a risk of immediate harm to self or others; or (iii) the information concerns conduct involving suspected abuse or neglect of a minor under the age of 18.

The following classifications of individuals are Confidential Resources under University policy. Please note, however, that if you disclose information that you wish to remain confidential to para-professional staff, such as administrative assistants, they may be required by law to pass along the report to Public Safety as a Campus Security Authority or a Title IX Coordinator as a Responsible Employee.

- » Student Counseling Center
- » Health Services Center
- » Pastoral Counseling: Interfaith Center

Campus pastoral counselors and campus professional counselors, when acting as such, are not to be considered a campus security authority and are not required to report crimes for inclusion into the annual disclosure of crime statistics. Under the Clery Act, institutions are not required to provide a timely warning with respect to crimes reported to a pastoral or professional counselor. The University policy is one that encourages these counselors, when they deem appropriate, to inform persons being counseled of the procedures to report crimes on a voluntary confidential basis for inclusion into the annual disclosure of crime statistics.

Counselors are defined as:

Pastoral Counselor: An employee of an institution, who is associated with a religious order or denomination, recognized by that religious order or denomination as someone who provides confidential counseling and who is functioning within the scope of that recognition as a pastoral counselor.

Professional Counselor and Health Services Center Personnel: Employees of an institution whose official responsibilities include providing psychological counseling or health services to members of the institution's community and who is functioning within the scope of his or her license or certification.

Whistleblower Hotline

Adelphi University is an organization with strong values of responsibility and integrity. Our Code of Ethics contains general guidelines for conducting ourselves in ways that promote mutual trust as well as public confidence in the University. Adelphi University is committed to an environment where open, honest communication is the expectation, not the exception. We want you to feel comfortable in approaching your supervisor or management in instances where you believe violations of policies or standards have occurred. Adelphi also has a Whistleblower Plan, which details how to go about reporting a concern. A whistleblower is a person who reports an activity that they consider to be illegal, fraudulent or dishonest.

Do you know of or suspect any of the following that could threaten the integrity of Adelphi University?

- Theft, fraud, or any other form of dishonesty
- Accounting or financial irregularities
- Violations of laws, regulations, policies, or procedures

In situations where you prefer to make a confidential anonymous report, you are encouraged to use this hotline, hosted by EthicsPoint, a third-party hotline provider, and managed by NAVEX Global, Inc. You are encouraged to submit reports relating to possible violations stated in our Code of Ethics.

The information you provide to EthicsPoint will become an open case within this system. You can remain anonymous and still receive feedback on the case if you choose. All reports will be received by the University's internal auditor, reviewed and possibly investigated. We encourage you to provide as much detail as possible on the matter so that it can be followed up in an appropriate manner.

In addition, if you are the victim of or witness to a crime and do not want to pursue action within the university system or the criminal justice system, you may still want to consider making a confidential/anonymous report. The purpose of a confidential/anonymous report is to comply with your wish to keep the matter confidential, while taking steps to ensure the future safety of yourself and others. With such information, the University can keep accurate records of the number of incidents involving students, determine where there is a pattern of crime with regard to a particular location, method or assailant, and alert the campus community to potential danger. Reports filed in this manner are counted and disclosed in the annual crimes statistics for the institution and may result in a timely warning report.

[» Make a report online](#)

To Report by Phone please call 855.375.6802.

Reporting is available 24/7. You may report anonymously.

Response to Reports

Professionally trained and licensed public safety officers accept written reports of any incidents that occur on the main Garden City Campus or the four centers. When reports of crimes are filed with Public Safety or received by a CSA, the following actions are taken. The victims are referred to the appropriate offices or agencies on and off campus, including law enforcement, counseling and wellness, medical services, the Title IX coordinator (for sexual offenses (such as all sexual misconducts), relationship violence and stalking), and/or Human Resources. Copies of all the reports are kept on file in the Public Safety Office at the Garden City Campus. They are distributed to the appropriate people (departments) at each location with victim-identifying information withheld as appropriate. Follow-up investigations are performed and the local police department is notified when appropriate.

Upon receipt of a complaint of discrimination, harassment (including sexual misconduct (which includes sexual assault, sexual harassment, sexual exploitation), dating violence, domestic violence, stalking) and/or retaliation, a trained investigator(s) will be assigned to investigate the allegations of the complaint. The investigator(s) will be assigned based upon whom the accused individual might be. The investigation will be conducted within a reasonable amount of time and will normally be completed within 60 days. However the investigation and resolution of a complaint may vary depending on the complexity of the investigation and/or the extent of the alleged harassment or discrimination. The investigation shall be conducted in a manner that is adequate, reliable and impartial and may include any of the following: interviews of the complainant and the accused; interviews of any witnesses; gathering of any other relevant information, including but not limited to, past complaints of a similar nature raised against either party. The investigator will make every effort to keep the complainant timely informed about the status of the investigation.

Hate Crimes

Investigation of hate-motivated crimes and incidents are a priority at Adelphi University. The Department of Public Safety and Transportation's response is necessary to assure the community that hate-motivated crimes and violence will not be tolerated, and that perpetrators of such crimes will be brought to justice.

The Clery Act requires institutions to separately report all hate crime statistics as listed below or any other crime involving bodily injury that reveals evidence that the victim was intentionally selected because of the perpetrator's bias or the perpetrator perceived the person to be in one of the protected group categories.

The campus community shall be informed of any hate-associated factors related to the below listed crimes, or of any other crimes involving bodily injury where hate crimes are involved. In addition, as of March 7, 2013, The Jeanne Clery Act was amended to include new reportable hate crimes. These Clery crimes are:

- Criminal homicide (murder, non-negligent manslaughter, manslaughter by negligence)
- Sex offenses (rape, fondling, incest, statutory rape)
- Robbery
- Aggravated assault
- Burglary
- Motor vehicle theft
- Arson
- Larceny-theft
- Simple Assault
- Intimidation
- Destruction/damage/vandalism of property

A Bias Crimes brochure is available on the Public Safety website at safety.adelphi.edu/brochures or by visiting the Public Safety office in Levermore Hall.

Reporting Hate-Motivated Crimes and Incidents

The Department of Public Safety and Transportation is responsible for collecting and reporting hate-motivated crime statistics that occur within Clery Geography (On Campus, Residential Halls, Non-Campus Property, and/or Public Property). All Hate-Motivated crimes, regardless of location, are encouraged to be reported but will not be noted in the crime statistics, unless they fall within the Clery Geography. Hate-motivated crimes should be reported as indicated in the section "Reporting Procedures."

These reporting categories are only reported if motivated by bias as determined by one of the bias categories (race, gender, religion, ethnicity, national origin, gender identity, sexual orientation and disability).

Anyone with information warranting a timely warning should report the circumstances to Public Safety at 516.877.3511 or in person at the public safety command center.

Sexual Assault, Domestic Violence, Dating violence, and Stalking Policy

Adelphi University is committed to providing a safe learning environment. In compliance with federal law, specifically the Jeanne Clery Act (Clery Act) and the Campus Sexual Violence Elimination Act (SaVE Act), Adelphi University has adopted policies and procedures to prevent and respond to incidents of sexual assault, domestic violence, dating violence, and stalking. These guidelines apply to all members of the Adelphi community (students, faculty, and staff as well as contractors and visitors).

Acts of sexual assault, domestic violence, dating violence, and stalking is prohibited by Adelphi University and offenders will be subject to disciplinary action and/or criminal prosecution. The University will fully cooperate with any criminal prosecution.¹

Adelphi's administrators are dedicated to providing consistent, caring, and timely response when sexual assaults, domestic violence, dating violence, and stalking incidents occur within the University community. The University is committed to meeting the needs of the sexual assault, domestic violence, dating violence, and stalking victims by honoring the wish of the victim to preserve anonymity after the traumatic experience while fulfilling its responsibility to maintain the integrity and safety of the campus as a whole; and to provide fair and appropriate adjudication of campus sexual assault, domestic violence, dating violence, and stalking cases.

New York State Education Law, Article 129-B, section 6441: Affirmative Consent to Sexual Activity states:

1. "Affirmative consent is a knowing, voluntary, and mutual decision among all participants to engage in sexual activity. Consent can be given by words or actions, as long as these words or actions create clear permission regarding willingness to engage in the sexual activity. Silence or lack of resistance, in and of itself, does not demonstrate consent. The definition of consent does not vary based upon a participant's sex, sexual orientation, gender identity, or gender expression."
2. Each institution's code of conduct shall reflect the following principles as guidance for the institutions community."
 - a. Consent to any sexual act or prior consensual sexual activity between or with any party does not necessarily constitute consent to any other sexual act.
 - b. Consent is required regardless of whether the person initiating the act is under the influence of drugs and/or alcohol.
 - c. Consent may be initially given but withdrawn at any time.
 - d. Consent cannot be given when a person is incapacitated, which occurs when an individual lacks the ability to knowingly choose to participate in sexual activity. Incapacitation may be caused by the lack of consciousness or being asleep, being involuntarily retained, or if an individual otherwise cannot consent. Depending on the degree of intoxication, someone who is under the influence of alcohol, drugs, or other intoxicants may be incapacitated and therefore unable to consent.
 - e. Consent cannot be given when it is the result of any coercion, intimidation, force, or threat of harm.
 - f. When consent is withdrawn or can no longer be given, sexual activity must stop.

¹ This statement is mentioned in the written notification document, brochures, programs (education, awareness, & prevention), website, and orientations.

Additional Consent Information:

Sexual violence is sexual activity without consent.

- **Consent is lacking** in circumstances under which, at the time of the act of intercourse, oral sexual conduct, or anal sexual conduct, the victim clearly expressed that he or she did not consent to engage in such act, and a reasonable person in the actor's situation would have understood such person's words and acts as an expression of lack of consent to such act under all the circumstances.
- **Consent cannot be given when a person is temporarily incapacitated.** Temporary incapacitation occurs when an individual is incapable of appraising or controlling his or her conduct owing to the influence of a narcotic or intoxicating substance regardless of whether or not such substance was voluntarily consumed.
- **Consent cannot be given when one is physically helpless.** Physical helplessness occurs when an individual is unconscious or for any other reason is physically incapable to communicate unwillingness to an act.
- **Consent cannot be given when one is physically compelled** by force or threat of harm or when involuntarily restrained.
- **Consent cannot be given** if any of the parties are under the age of seventeen.
- **Consent cannot be given when a person suffers from a mental disease or defect**, which renders him or her incapable of appraising the nature of his or her conduct.
- **Consent** to any sexual act or prior consensual sexual activity between or with any party **does not constitute consent** to any other sexual act. **When consent is withdrawn at any time, sexual activity must stop.**

The following are University policy definitions from a compilation of Clery, VAWA, New York State Penal Law (Article 120 & Article 130), and the Code of Federal Regulations (34 CFR 668.41) and are also included in the Awareness and Prevention training programs:

- **Rape:** The penetration, no matter how slight, of the vagina or anus with any body part or object, or oral penetration by a sex organ of another person, without the consent of the victim.
 - This definition includes victims or offenders of any gender. This definition also includes instances in which the victim is incapable of giving consent because of temporary or permanent mental or physical incapacity (including due to the influence of drugs or alcohol) or because of age. Physical resistance is not required on the part of the victim to demonstrate lack of consent.
- **Fondling:** the touching of the private body parts of another person for the purpose of sexual gratification, without the consent of the victim, including instances where the victim is incapable of giving consent because of his/her age or because of his/her temporary or permanent mental incapacity.
- **Incest:** Non-forcible sexual intercourse between persons who are related to each other within the degrees wherein marriage is prohibited by law.
- **Statutory Rape:** Non-forcible sexual intercourse with a person who is under the statutory age of consent.
 - If the offender used or threatened the use of force or the victim was incapable of giving consent because of his/her youth or mental impairment, either temporary or permanent, law enforcement should classify the offense as Rape, not Statutory Rape.

Domestic Violence: A felony or misdemeanor crime of violence committed by a current or former spouse or intimate partner of the victim; by a person with whom the victim shares a child in common; by a person who is cohabitating with, or has cohabitated with the victim as a spouse or intimate partner; by a person similarly situated to a spouse of the victim under the domestic or family violence laws of the jurisdiction in which the crime of violence occurred; or by any other person against an adult or youth victim who is protected from that person's acts under the domestic or family violence laws of the jurisdiction in which the crime of violence occurred. For the purposes of complying with the requirements of this section and § 668.41, any incident meeting this definition is considered a crime for the purposes of Clery Act reporting.

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

(A) Dating violence includes, but is not limited to, sexual or physical abuse or the threat of such abuse.

(B) Dating violence does not include acts covered under the definition of domestic violence.

For the purposes of complying with the requirements of this section and § 668.41, any incident meeting this definition is considered a crime for the purposes of Clery Act reporting.

Both dating violence and domestic violence can be defined as a pattern of abusive behavior used by an intimate partner to gain or maintain control over an intimate partner. Dating and domestic violence can be physical, sexual, emotional, economic or psychological actions or threats of actions that influence another person. This can include behaviors that intimidate, manipulate, humiliate, isolate, frighten, terrorize, coerce, threaten, blame, hurt, injure, or wound someone.

Stalking: Engaging in a course of conduct directed at a specific person that would cause a reasonable person to fear for the person's safety or the safety of others; suffer substantial emotional distress. For the purposes of this definition:

(A) Course of conduct means two or more acts, including, but not limited to, acts in which the stalker directly, indirectly, or through third parties, by any action, method, device, or means, follows, monitors, observes, surveils, threatens, or communicates to or about a person, or interferes with a person's property.

(B) Reasonable person means a reasonable person under similar circumstances and with similar identities to the victim.

(C) Substantial emotional distress means significant mental suffering or anguish that may, but does not necessarily, require medical or other professional treatment or counseling.

For the purposes of complying with the requirements of this section and section 668.41, any incident meeting this definition is considered a crime for the purposes of Clery Act reporting.

Please see [Appendix 3 for New York State Law Definitions Regarding Sex Offenses](#).

Disciplinary Proceedings

All members of the University community who violate the Code of Conduct and the Adelphi University Anti-Discrimination, Harassment (Including Sexual Misconduct) and Retaliation Policy (as noted in the Code of Conduct) are subject to the full range of institutional disciplinary actions, up to and including separation from the University and/or referral to authorities for criminal prosecution, where appropriate. Non-members of the University community, such as guests or visitors, who violate these policies on campus, at campus related events or within campus related programs may be referred for criminal prosecution and/or barred from campus events and property. Guests and/or visitors impacted by misconduct are protected by these policies and procedures. These policies also apply to behavior that occurs off campus but has an on campus impact or affects members of the on campus community.

Complainants can file a report of a violation of this policy online or in person with the Department of Human Resources, Levermore Hall, room 203, the Coordinator of Student Conduct and Community Standards located in the University Center, room 308 or the Title IX Coordinator Director Equity Compliance located in Levermore Hall, room 207. There is no time limit on when a complaint may be made.

Student complainants can file a formal notice of a complaint with the Coordinator of Student Conduct and Community Standards. Student complainants and respondents are assigned a faculty advocate to advise them through all phases of the disciplinary proceedings. In cases involving sexual assault, dating violence, domestic violence, and stalking students may also be accompanied by an advisor of their choice (including attorneys) to all phases of the disciplinary proceedings, including meetings.

Step 1: Report the Incident

All complaints can be filed with the Department of Public Safety at 516.877.3507 and 516.877.3511. If you do not wish to report to Public Safety, there are others you can report to.

Student Complainants:

- Department of Public Safety at 516.877.3507 and 516.877.3511; Levermore Hall, 1st Floor, Suite 113
- Division of Student Affairs at divisionofstudentaffairs@adelphi.edu or 516.877.3660
- Renaire Frierson (Title IX Coordinator & Director Equity & Compliance) at titleix@adelphi.edu or 516.877.4819

Employee or Third Party Complainants:

- Department of Public Safety at 516.877.3507 and 516.877.3511; Levermore Hall, 1st Floor, Suite 113
- Jane Fisher (Director of Employment, Employee, and Labor Relations) at fisher2@adelphi.edu or 516.877.3222
- Renaire Frierson (Title IX Coordinator & Director Equity & Compliance) at titleix@adelphi.edu or 516.877.4819

General Comments or Inquiries:

- Department of Public Safety at 516.877.3507 and 516.877.3511; Levermore Hall, 1st Floor, Suite 113
- Renaire Frierson (Title IX Coordinator & Director Equity & Compliance) at titleix@adelphi.edu or 516.877.4819

For emergency or immediate assistance at any time on campus, contact the Office of Public Safety at 516.877.3511 or by dialing 5 from any campus phone.

Step 2: Case Created, Assigned, and Interim Measures Implemented (if necessary)

Dependent on who you report the incident to, a case can be created by Title IX or Student Conduct. If you report to Public Safety, Public Safety will refer the incident to the appropriate party if you wish for disciplinary action.

If you report or are referred to Title IX, a case is created by Title IX Staff or Conduct Staff (Dependent on who is the first point of contact). After the case is created, the Title IX coordinator does an initial inquiry to determine need for interim measures and proper assignment of the case. In addition to interim measures, Title IX will advise Public Safety in determining the need for a Timely Warning. Then the case is assigned for Title IX investigation or screened out as not Title IX and reassigned to Conduct or elsewhere.

If you report or are referred to Student Conduct, a case worker or conduct staff creates an incident and it is assigned to a caseworker. The caseworker will determine and identify if there is a complainant. If there is a complainant, the caseworker will meet with the complaining party first. If there is no complaining party, the caseworker determines the need to pursue without a complainant.

Initial Investigation: After a complaint is made, the Title IX Coordinator, or designee conducts an initial investigation to determine the need for interim measures and whether there are sufficient grounds to proceed with an investigation.

For this, specially trained campus officials, who receive annual and ongoing training on conducting investigations and hearings, conduct all University disciplinary proceedings in a prompt, fair and impartial manner from the initial investigation to the final result. They also receive training on the dynamics of dating violence, sexual assault, domestic violence, and stalking, including victim trauma and the effects of alcohol and drugs on sexual consent.

Both the complainant and the respondent have the right to call witnesses, present evidence, receive simultaneous written notice of the outcome of the proceeding, the right to appeal the decision (and written notification on how to make an appeal), simultaneous written notice on any change to the result, and simultaneous written notice of when the results become final. In cases of sexual assault, domestic violence, dating violence, and stalking both the complainant and the respondent have the right to be accompanied by a faculty advocate or advisor of their choice. The following are restrictions regarding the extent to which the faculty advocate or advisor may participate in the proceedings.

Advocates and Advisors:

The Faculty Advocate is available to students only. A Faculty Advocate is assigned once a complaint has been made against a student. Students will be advised of their ability to use the services of the Faculty Advocate throughout the process. During the process, he or she may assist in the preparation for a hearing or conference, the hearing or conference itself, or in an attempt at an informal or alternative resolution. Students are expected to speak for themselves at disciplinary proceedings. The Faculty Advocate will make every effort to respect the student's privacy. In addition, any student may seek out a Faculty Advocate at any time to discuss any action or circumstance that may potentially violate this Code.

Representation is not permitted in University disciplinary hearings or conferences. In addition to a Faculty Advocate (if desired by the student), respondents and complainants may be accompanied by an advisor of their choosing, only in the following circumstances:

- a) The respondent is referred for a formal hearing or
- b) The respondent is assigned to an informal disciplinary conference and criminal charges arising out of the same incident have been filed.
- c) In cases involving sexual assault, dating violence, domestic violence and stalking.

Under such circumstances, students and employees have the right to be accompanied by an advisor of their choice throughout all stages of the University investigatory and disciplinary proceedings, including all meetings and/or hearings related to such proceedings, who may advise and assist the complainant or respondent. An advisor of choice may be a member from within or outside the University community and may include, among other people, a family member or an attorney.

Note: An Advisor of Choice can be used by both students and employees whereas a Faculty Advocate can only be used by students. Advisors and Faculty Advocates are meant as moral support and guidance during the investigation and process/action.

Advisors and Faculty Advocates cannot actively participate or speak on behalf of the complainant or respondent. If any advisor's conduct is not consistent with these guidelines, he or she may be excluded from the conduct process.

Advisors may not address nor question anyone else at a meeting, hearing, or conference. A Faculty Advocate, with the consent of the student, may provide clarification and other relevant information in the course of a proceeding.

A person who will function as a witness in a proceeding may not also act as the student's Faculty Advocate or advisor.

Right to an Attorney

No University employee, student, or third party may be accompanied by an attorney unless: (a) complainant or respondent are referred to the University Hearing Board pursuant to the Code of Conduct, or; (b) Criminal charges arising from the same

incident have been filed, or (c) The case involves allegations of sexual misconduct, dating violence, domestic violence and/or stalking. In such cases, the role of the attorney or advisor of choice will be limited to private consultation with the complainant or respondent and the advisor of choice or attorney may not actively participate in the proceedings or meetings in any way.

Step 3: Investigation

The Title IX Coordinator or designee investigates all allegations of sexual assault, dating violence, domestic violence, and stalking for the University. Upon completion of the initial investigation, the investigative report will be forwarded to the Vice President & Dean of Student Affairs or designee. If there are sufficient grounds to proceed, the matter will be adjudicated consistent with the Code of Conduct. Upon a finding of responsibility, the respondent can be sanctioned within the full range of sanctions up to and including suspension and expulsion.

Investigation: An information gathering investigation is conducted, including interviewing witnesses, review of evidence (The standard of evidence used throughout the University disciplinary proceedings (student or employee) is the preponderance of the evidence²), etc. to determine which type of disciplinary proceeding is most appropriate for the case and if resolution without a hearing board is possible. The determination is made based on the outlined criteria below and varies based on the circumstances of the allegation.

The University will conduct an investigation and make all efforts to provide a resolution of the investigation usually within sixty (60) days from the time the University receives notice. However, the resolution of a complaint may vary depending on the complexity of the investigation and/or extent of the alleged harassment or discrimination. The sixty (60) day time period does not include the time period for the appeal process.

Step 4: Disciplinary Proceedings/Actions and Appeal Process

The following disciplinary proceedings are used by the University for Student Complaints against Student Respondents: (a) Disciplinary Conference; (b) Disciplinary Hearing, (c) Informal Resolutions

(a) Disciplinary Conference

Students accused of offenses that may result in penalties **less than expulsion or suspension** from the University are subject to a disciplinary conference with the Student Conduct Officer. A disciplinary conference is a process designed to gather and consider relevant information regarding alleged violations of the *Code* and to determine a sanction, if applicable. Students accused of offenses that may result in suspension or expulsion from the University will be referred for a formal hearing to the appropriate hearing board.

²The standard of evidence used throughout the University disciplinary proceedings (student or employee) is the preponderance of the evidence. The preponderance of the evidence means such evidence (testimonials; documents (emails/screenshots/etc.); photos; physical evidence; etc) that, when considered and compared with that opposed to it, is more convincing, creating the belief that what is sought to be shown is more likely than not to have occurred .

In the event a student admits responsibility for the behavior in question, the sanction will be determined through a disciplinary conference, rather than a hearing and the full range of sanctions may be imposed, including suspension and expulsion.

Disciplinary conference is used when (1) a student is accused of an offense or offenses that may result in sanctions less than expulsion or suspension, or (2) when a student admits responsibility for the behavior in question; in this situation, the full range of sanctions may be imposed.

(b) Disciplinary Hearing

A disciplinary hearing is a formal process conducted by the University Hearing Board or another appropriate hearing officer or body. This formal process is designed to gather and consider relevant information regarding alleged violations of this *Code* and to determine a sanction, if appropriate. Students who are accused of offenses that may result in a penalty of suspension or expulsion from the University are subject to a disciplinary hearing.

Disciplinary hearing is used when (1) a student is accused of an offense or offenses that may result in a sanction of suspension or expulsion from the University.

If a disciplinary hearing is used, the Investigators will write a final investigative report based on the findings of their investigation to be presented to the Hearing Board for review and consideration.

(c) Informal Resolutions

When appropriate, the University will use a range of informal resolution options to address student behavior. Typically, informal resolutions are used when behavior does not rise to the level of a violation of the *Code*, but falls below the University's community standards, or when a complaining party does not want to use a formal resolution process, the responding party agrees to engage in an informal resolution process, and the University deems it is appropriate to use an informal resolution process. Informal resolutions can result in educational interventions, referrals, behavioral plans, or agreements between parties.

Informal resolutions are used when: (1) behavior does not rise to the level of a violation of the *Code*, but falls below the University's community standards; or (2) when a complaining party does not want to use a formal resolution process, the responding party agrees to engage in an informal resolution process, **and the University deems it is appropriate to use an informal resolution process**; or (3) in other situations in which a disciplinary conference or disciplinary hearing is not required.

Employees do not go through a Disciplinary Proceeding. Any employee who, after appropriate investigation, has been found to have violated a policy (“Responsible”), will be subject to disciplinary action through the following methods:

(a) Complaints Against Employee

Recommendations for disciplinary action against employees accused of violations of a policy will be forwarded to a designee in Human Resources, who will initiate disciplinary proceedings in accordance with the University Policies. The Proceedings are in the form of a meeting with Human Resources. After completion of the proceedings, the Human Resources designee will issue an outcome letter to the complainant and respondent with a copy to the Title IX Coordinator for their files.

(b) Complaints against Union Employee

Recommendations for disciplinary action against employees accused of violations of a policy will be forwarded to a designee Human Resources, who will initiate disciplinary proceedings in accordance with the Collective Bargaining Agreement between the University and Union. The proceedings are in the form of a meeting with Human Resources. After completion of the proceedings, the Human Resources designee will issue an outcome letter to the complainant and respondent with a copy to the Title IX Coordinator for their files.

(c) Complaints against Faculty Employee

Recommendations for disciplinary action against faculty members accused of violations of a policy will be forwarded to the Provost, who will initiate disciplinary proceedings in accordance with Article XIX of the Collective Bargaining Agreement between the University and the American Association of University Professors (AAUP). The Proceeding is in the form of a Meeting with the Provost and Human Resources. After completion of the proceedings, the Provost will issue an outcome letter to the faculty member with a copy to the Complainant, Title IX Coordinator, and a designee of Human Resources for their files.

Any employee who is found to have violated the University policy will be subject to disciplinary action, which may include reprimand, suspension, termination or other responsive action deemed appropriate for the violation. When faculty, administrators, and staff are charged with violations of the Code of conduct, the charges are considered and determined administratively in accordance with established practices of the University and/or Collective bargaining agreements as applicable.

Faculty members and covered faculty of the AAUP Collective bargaining unit/agreement may be disciplined by discharge, suspension with pay for a maximum period of one year, reduction in rank or compensation or otherwise disciplined by the University only for just cause.

Office and Professional employees and members of the collective bargaining unit other than probationary employees, may be disciplined by discharge, suspension reprimand or warning only for just cause.

If an employee is found to not be responsible for violation of a policy, no disciplinary action will be given but the Provost or Human Resources designee will issue an outcome letter to the complainant and respondent with a copy to the Title IX Coordinator for their files.

Appeal Process (If Requested)

Grounds for an Appeal

1. A procedural error has occurred that significantly impacted the outcome (e.g. substantiated bias, material deviation from established procedures, etc.). This error must be described in the letter requesting an appeal. Minor or harmless deviations from the process will not invalidate the proceedings;
2. The discovery of significant and relevant new information that was unavailable during the original process, which has become available and could impact the outcome. A summary of this new evidence, why it was previously unavailable and its potential impact must be included in the request for an appeal;
3. The sanction imposed is clearly not appropriate for the violation.

How to Make an Appeal

Step 1- File for an appeal within (3) business days after the receipt of the original outcome. Appeals can be made to the Human Resources Designee or Student Conduct Designee. (Note: if no appeal is made, the results are made final the parties will be simultaneously informed.)

Step 2- Once a request for an appeal is received, a decision will be rendered on eligibility for appeal usually within ten (10) business days. If grounds are not met, the request for an appeal will be denied with no further appeal through this Policy and the parties will be simultaneously so informed. If appropriate grounds are present, these will be presented to an appellate body (Appeal Panel) composed of three members of the Anti-Discrimination Panel, or will be returned to the investigator(s) for reconsideration.

Step 3- An Appeal Panel will make changes to the finding only where there is clear procedural error and changes to the sanction(s) only if there is a compelling justification to do so. An appeal proceeding will include all parties to the complaint and all related documents. The Appeal Panel will be solely responsible for determining who should participate, what information is needed, and how proceedings will be structured.

Step 4-The appeal panel may find that: (a) The appeal does not have sufficient merit as to the grounds listed above. In this case, the finding stands, as does the sanction; (b) The process in the original hearing/conference/meeting contained improprieties that substantially affected the outcome of the case. In this case, the matter will normally be returned to the original hearing/investigative body or person to reopen the hearing/conference/meeting with instructions for further proceedings. In unusual cases, the appeal board may require a new hearing/conference/meeting; (c) There is relevant new information that was not available at the time of the original hearing/conference/meeting. In this case, the matter will normally be returned to the original hearing/investigative body or person for consideration; (d) The sanction is clearly inappropriate. In this case, it may, at its discretion, refer the matter back to the original hearing/investigative body or person, or modify the sanction.

Step 5- The final outcome of the appeal will be communicated simultaneously to the parties usually within five (5) business days following deliberations.

For more specific information for Students see the Code of Conduct page 24-25; and for Employees see the Anti-Discrimination-Harrassment-and-Retaliation Policy page 24-25 or <https://hr.adelphi.edu/title-ix/university-policy/section-x/>

Step 5: Resolution

Both the complainant and the respondent have the right to call witnesses, present evidence, receive simultaneous written notice of the outcome of the proceeding, the right to appeal the decision, receive simultaneous written notice of any change to the result, and receive simultaneous written notice when the results become final.

The following is a list of sanctions Adelphi University may impose following the result of a disciplinary proceeding/action outlined by the *Policy*.

Possible Sanctions to be imposed

- | | | |
|--|--|---|
| → Warning | → Restitution | → Residence Suspension |
| → Censure | → Fines | → Interim Suspension |
| → Educational
Sanction-Guidebook
Sanction | → Community Service | → Persona-Non-Grata
(PNG) |
| → Education Sanction-
Individualized | → Termination of
Employment | → Permanent Removal
from Housing |
| → Referral for substance
abuse assessment,
counseling &/or Treatment | → Suspension without Pay | → Permanent
Restriction from
building(s) |
| → Substance Use Education
Referral | → Suspension with Pay | → Temporary Restriction
from building(s) |
| → BASICS 1 for Alcohol | → Reduction in Rank | → Interim Restriction
from Residence Halls |
| → BASICS 2 for Alcohol | → Reduction in
Compensation | → Interim Restriction
from Other Campus
Buildings |
| → BASICS 3 for Alcohol | → Removal of
Privileges/Restriction from
Facilities and Activities | → Interim No Contact
Order |
| → BASICS 1 for Cannabis | → Clubs/Organization
Revocation | |
| → BASICS 2 for Cannabis | → Referral to police/fire
authorities for prosecution | |
| → BASICS 3 for Cannabis | → Referral to Governmental
Agencies | |
| → Rehabilitation/Counseling | → Suspension | |
| → Disciplinary Probation | → Expulsion | |
| → Residence Probation | | |

For defined sanctions, please see [Appendix 4](#).

Educational Programming

Comprehensive programming, initiatives, strategies, and campaigns intended to prevent sexual assault; domestic violence, dating violence, and stalking have been developed and implemented. These programs were developed following collaboration among Human Resources/Title IX Coordinator, Student Affairs, Public Safety, Provost Office and Residence Life. Research consisted of information found under the NCAA Five Step Program, review of current records and possible trends, and review of target groups and timely training events.

Prevention and awareness programs on sexual assault, dating violence, domestic violence, and stalking for freshmen begin before matriculation. All students are required to take an online interactive training course on these topics. The online course, "Haven-Understanding Sexual Assault", addresses the critical issues of sexual assault, relationship violence and stalking, that impact college students each year across the country. Haven is administered to First-Year students as well as Transfer and graduate students by the Student Counseling Center. They then receive in-person training during freshman orientation, which includes bystander intervention and the effects of alcohol and drugs on sexual consent. Freshmen also receive in-person training on these topics in their freshman seminar classes. All aspects of sexual consent are explored through case scenarios and discussions.

Prevention and awareness training for sexual assault, domestic violence, dating violence, and stalking is also provided to transfer, new graduate, international, Greek life, athletes, student organization leaders, resident advisors, new employees, and current employees. This training also covers sexual consent and bystander intervention.

Our campus educational outreach efforts on sexual assault, domestic violence, dating violence, and stalking include a campus-wide poster campaign, a student created "It's On Us" video, which we feature on our website. We also provide a comprehensive "Frequently Asked Questions" on our website as well as the below brochures to provide information to our students on sexual assault, domestic violence, dating violence, and stalking.

Victims of sexual assault, dating violence, domestic violence, and stalking, whether the offense occurred on or off campus, are provided written notification (see [appendix 2](#)) of their rights, options they may choose and assistance available through brochures maintained and distributed from the public safety command center and office. The Public Safety incident report has a "check-off box" to make certain victims of the above incidents have been given the written notification. In addition, any incident reported to the Title IX coordinator or another CSA/responsible employees are informed and trained to provide the written notifications to the complainant regarding their rights and options.

The brochures "Sexual Assault: What Every Adelphi University Student Needs to Know" and "Domestic Violence, Dating Violence, Stalking: What Every Adelphi Student Needs to Know" are distributed to all students. It includes information on the nature of sexual assaults, prevention of sexual assaults and in the event of a sexual assault, how to report it, use support services, proceed judicially on campus, criminally and civilly, among other information. Employees are given the student brochures as part of employee orientation.

Additionally, new brochures titled, "Sexual Assault: What Every Adelphi University Employee Needs to Know" and "Domestic Violence, Dating Violence, Stalking: What Every Adelphi Employee Needs to Know" are distributed.

A program on Sexual Assault Prevention, Domestic Violence, Dating violence, and stalking and bystander intervention is presented during all student and employee orientations. Workshops, lectures, and training are provided throughout the year for resident students, resident assistants, residence hall directors, commuter students, student government leaders, student athletes, clubs, employees, campus authorities, and other groups. In addition, Title IX training is conducted by the Title IX coordinator and further includes all faculty, public safety officers, and Greek Life students.

Informative pamphlets are available at the Student Counseling Center in the University Center, Health Services in Waldo Hall, and Public Safety in Levermore Hall.

Rights, Options, & Resources

Written Notification

You have the right to live, learn, and/or work in a safe and welcoming environment. Violence is unacceptable.

Unsure of where to start? You may want more information or to talk to someone confidentially as you decide what you'd like to do moving forward. You can access crisis counseling, information, and support by connecting with the resources listed below.

» [Written Notification \(PDF\)](#) (See [Appendix 2: Written Notification](#))

Brochures

Brochures and crime prevention pamphlets are available at Student Affairs Offices, Title IX Office, and the Department of Public Safety and Transportation.

To access the brochures, please go to the following link:

<https://hr.adelphi.edu/title-ix/brochures-and-publications/>
<https://safety.adelphi.edu/prevention-reporting/brochures/>

- Brochure: Sexual Assault: What Every Adelphi Student Needs to Know
- Brochure: Sexual Assault: What Every Adelphi Employee Needs to Know
- Brochure: Domestic Violence, Dating Violence, Stalking: What Every Adelphi Student Needs to Know
- Brochure: Domestic Violence, Dating Violence, Stalking: What Every Adelphi Employee Needs to Know

Students, employees, contractors, and visitors complaints of sexual assault, domestic violence, dating violence, and stalking against employees, contractors, or visitors to the University are to be filed with the Department of Public Safety and Transportation at 517.877.3511.

Student Bill of Rights for Sexual Assault, Dating Violence, Domestic Violence, and Stalking

Complainants of the above offenses are entitled to:

1. The right to make a report to the local law enforcement and/or the state police;
2. The right to have disclosures of sexual assault, dating violence, domestic violence, and stalking treated seriously;
3. The right to make a decision about whether or not to disclose a crime or violation and participate in the University disciplinary process and/or criminal justice process free from pressure from the University;
4. The right to participate in a process that is fair, impartial and provides adequate notice and meaningful opportunity to be heard;
5. The right to be treated with dignity and to receive from the University courteous, fair and respectful health care and counseling services where available;
6. The right to be free from any suggestion that the reporting individual is at fault when these crimes and violations were committed, or should have acted in a different manner to avoid such crimes or violations;
7. The right to describe the incident to as few University representatives as practicable and not be required to unnecessarily repeat a description of the incident;
8. The right to be protected from retaliation by the University, any student, the accused and/or the respondent, and/or their friends, family and acquaintances within the jurisdiction of the University;
9. The right to at least one level of appeal of a determination;
10. The right to be accompanied by an advisor of choice who may assist and advise a reporting individual, accused or respondent throughout the University disciplinary proceedings including all meetings and hearings related to such proceedings;
11. The right to exercise civil rights and the practice of religion without interference by the investigative, criminal justice or disciplinary proceedings of the University.

In addition to the Student Bill of Rights, the following are the rights for all reporting individuals and complainants.

Rights for Reporting Individuals and Complainants in Sexual Assault, Dating Violence, Domestic Violence and Stalking cases

1. A reporting individual or complainant's identity shall remain private at all times if the reporting individual or complainant wishes to maintain privacy.
2. If the accused is an employee of the University, the complainant has the right to disclose the incident to Human Resources and the right to request a confidential or private employee to assist in the reporting.
3. The right to receive assistance from an appropriate University representative on how to initiate legal proceedings in family or civil court.
4. The right to withdraw a complaint or involvement from the University process at any time. The University may still have obligations pursuant to state and federal law to investigate the incident and take action. The complainant may participate in the process to whatever degree they wish.
5. All parties have the right to be provided with information about available resources, including intervention, mental health counseling and medical services, including

costs. The University will also provide information on sexually transmitted infections, sexual assault forensic examinations and resources available through New York State Office of Victim Services.

6. To be assisted by Public Safety in obtaining an Order of Protection or an equivalent protective or restraining order.
7. To receive a copy of the Order of Protection or equivalent when received by the University and be provided with the opportunity to speak with a Public Safety Officer to answer questions and explain the provisions of the order.
8. To receive assistance from Public Safety in effecting an arrest when an Order of Protection is violated.
9. When the accused is not a student, but is a member of the University Community and presents a continuing threat to the health and safety of the community, to subject the accused to interim measures in accordance with applicable collective bargaining agreements and the policies of the University.
10. To receive reasonable interim accommodations regarding academics, housing, employment, transportation or other applicable arrangements to help ensure safety, prevent retaliation and a hostile environment consistent with the University policies.
11. To receive a prompt response to the complaint and have it investigated and adjudicated by impartial individuals who do not have a conflict of interest and who have been trained annually in conducting investigations involving sexual assault, dating violence, domestic violence and stalking, the effects of trauma, the need for impartiality, the rights of the accused and the presumption of "not responsible".
12. Both parties have the right to exclude their own prior sexual history with persons other than the other party to the proceedings or their own mental health diagnosis and/or treatment from admittance into the disciplinary stages that determines responsibility. Past findings of dating violence, domestic violence, stalking or sexual assault may be admissible in the sanction stage.
13. Both parties have the right to choose whether to disclose or discuss the outcome of the University proceeding and have information obtained during the proceedings protected from public release until the appeals panel makes final determination, unless required by law.

The above Bill of Rights are provided in the written notification document and Brochures to students and employees about existing counseling, health, mental health, victim advocacy, legal assistance, student financial aid, and other services available for those involved in a crime or incident.

Reporting Sexual Assault / Domestic Violence / Dating Violence / Stalking

Sexual assault is gender neutral and includes any sexual intercourse (anal, oral or vaginal) or any sexual penetration however slight of a body part or object committed without consent and/or by force. It also includes the intentional touching of an intimate body part for the purpose of sexual gratification committed without consent and/or by force.

Domestic / Dating violence is also referred to as intimate partner or relationship violence. It can be defined as a pattern of behavior in an intimate relationship that is used to gain power or control over a partner. Abuse can be physical, sexual, emotional, economic, or psychological acts or threats of action. This includes any behavior that frightens, intimidates, terrorizes, manipulates, hurts, humiliates, coerces, blames or injures someone.

Stalking is a course of unwanted conduct directed at a particular person designed for no legitimate purpose other than to place the person or a third person in reasonable fear of physical, emotional or mental harm.

Where applicable, the rights of victims and the University's responsibilities for orders of protection, 'no-contact' orders, restraining orders, or similar lawful orders issued by a criminal, civil, or tribal court or by the University are maintained on file and are strictly adhered to.

Any individual who believes that he/she has been a victim of a sexual offense, dating violence, domestic violence, and stalking is encouraged to report these incidents to Public Safety, the police or any campus authority, including Resident Assistants, Faculty, Deans or Administrators. However, it is the individual's choice to report or decline to notify such authorities. Anyone wishing to report the incident to the police will be provided assistance by University personnel. An individual who wishes to report the incident should do so as follows:

Garden City Campus: On Campus (located at 1 South Ave, Garden City, NY, 11530), call Public Safety #5 or 3507 or 3511 from any campus telephone.
Off Campus, The local Garden City Police Department is located at 349 Stewart Ave, Garden City, NY, 11530; Telephone: 516.465.4100 or for emergencies call 911.

If at one of the Adelphi Centers, one should:

Manhattan Center: Located at 75 Varick Street, NYC, NY, 10113
Call 212.965.8340 or contact the contract security officer located at the main entry to the Adelphi area on the second floor.
Off Campus, contact the New York City Police Department 1st Precinct located at 16 Ericsson place, NYC, NY, 10113; Telephone: 212.334.0611 or for emergencies call 911.

Hudson Valley Center: Located at Saint Francis Medical Arts Pavilion, 241 North Road, Poughkeepsie, NY, 12601.

Call 845.471.3348 or contact the contract officer at the main entry to the Adelphi area located on the fourth floor.

Off Campus, contact the local Police Department, Town of Poughkeepsie located at 19 Tucker Drive, Poughkeepsie, NY, 12601; Telephone: 845.485.3666 or for emergencies call 911.

Hauppauge Education & Conference Center: Located at 55 Kennedy Drive, Hauppauge, NY, 11788

Call 631.300.4367 or 516.237.8605 or contact the public safety officer located in the lobby.

Off Campus, contact the Suffolk County Police Department 4th Precinct located 727 Veterans Memorial Highway, Smithtown, NY, 11787; Telephone: 631.854.8400 or for emergencies call 911.

Anyone who wishes to speak with someone confidentially about the incident can speak to Student Counseling Services or a University Chaplain where they speak with complete confidentiality.

Medical examinations are very important. In sexual assault cases, victims can receive a sexual assault forensic examination by a Sexual Assault Nurse Examiner at one of our two cooperating local hospitals (listed below). All public safety personnel are trained on the importance of preserving evidence that may assist in proving that the alleged criminal offense occurred or may be helpful in obtaining a protection order in sexual assault cases. Victims should not change clothes, shower, douche, brush teeth, eat or drink before the forensic medical exam.

Victims of crimes of violence such as dating violence, domestic violence, and stalking, should also preserve any evidence, including any recordings, torn clothing, damaged property, written communications, photos showing damage, any evidence linked to the emotional distress, financial distress, and psychological and physical evidence of the crime. The victims of a crime of violence are informed that preserving the evidence is important if the victim/survivor chooses to seek resolution through the campus complaint process, obtaining an order of protection, and/or to take criminal action.

Cooperating Hospitals with a Sexual Assault Nurse Examiner (SANE):

Nassau University Medical Center*
2201 Hempstead Turnpike,
East Meadow, NY, 11554

North Shore University Hospital
300 Community Drive,
Manhasset, NY, 11030

*NUMC is preferred for incidents involving minors.

Additional Rights for Reporting Individuals and Complainants in Sexual Assault, Dating Violence, Domestic violence, and stalking cases include: the right to have the University issue a “No Contact Order” in cases where the accused is a student, consistent with the procedures outlined in the Code of Conduct which also provides for prompt review; to be assisted by Public Safety in obtaining an Order of Protection or an equivalent protective or restraining order; to receive a copy of the Order of Protection or equivalent when

received by the University and be provided with the opportunity to speak with a Public Safety Officer to answer questions and explain the provisions of the order; to receive assistance from Public Safety in effecting an arrest when an Order of Protection is violated.

The University will consider all requests for confidentiality. Every effort will be made to honor these requests; however in certain circumstances the University may be unable to do so. We can however promise that every report will be kept as private and confidential as possible.

What is an Order of Protection?

An order of protection is issued by the court to limit the behavior of someone who harasses you or threatens to harm you and/or your family and/or another person(s) listed in the order. An order of protection is issued by a Family Court, Criminal Court, and Supreme Court to limit the behavior.

What is the difference between a Family Court, Criminal Court, and Supreme Court Order of Protection?

To obtain a Family Court Order of Protection you need to fall in one of the categories: current or former spouse; someone with whom you have a child in common; a family member to whom you are related by blood or marriage; someone whom you have or have had an "intimate relationship". If you fall into one of these categories, you need to file a form called a "Family Offense petition". The form requires the petitioner to list the reasons for the order which can include: disorderly conduct, harassment, aggravated harassment, criminal mischief, sexual abuse, strangulation, menacing, reckless endangerment, sexual misconduct, stalking, and forcible touching.

A criminal court order of protection can only be issued against a person who has been charged with a crime. The judge decides whether to issue the order of protection for the victim or complaining witness and what terms and conditions will be included in the order.

A Supreme Court order of protection can be issued as part of an ongoing divorce proceeding. During an ongoing divorce case you can submit a written or make an oral request at a court appearance. The judge decides whether to issue the order of protection and what terms and conditions will be included in the order.

What can you do if someone violates an order of protection?

It is a crime to violate a temporary or final order of protection. If the subject of the order of protection does not obey the order, then you can call the police. The police will probably arrest the individual for violating the order of protection. The individual does not have to hit you to violate the order. If the individual comes to your home and the order says he/she can't, then you can call the police. You also have the right to file a violation of the order in Family Court. Filing a violation in Family Court usually will not result in arrest of the individual who has violated the order. You can choose to go to Family or Criminal Court, or both.

Where can I get more help? (<http://www.nycourts.gov/faq/orderofprotection.shtml>)

A person in a dangerous emergency situation requiring immediate intervention should call 911 for assistance.

For additional court information, consult [CourtHelp](#) or the [Court/HelpCenters](#).

You can call any of these numbers – day or night. The hotline operators can answer your specific questions and direct you to further resources.

- [NYC Gay and Lesbian Anti-Violence Project](#)
212-714-1141 (24-hour English and Spanish Hotline)
- NYS Domestic and Sexual Violence Hotline Numbers:
English: 1-800-942-6906
TTY: 1-800-818-0656
Spanish: 1-800-942-6908
TTY: 1-800-780-7660
In NYC: 1-800-621-HOPE (4673) or dial 311
TTY: 1-866-604-5350

For further help and information regarding what to do in a situation of domestic violence:

- go to the Help page of the [NYS Office for the Prevention of Domestic Violence](#)
- [NYS Coalition Against Domestic Violence \(CADV\)](#) (maintains a list of available resources by county)

Support Services

Support services are listed in "Sexual Assault: What Every Adelphi Student Should Know" pamphlet which includes the Rape Hotline for the Safe Center of Long Island 516.542.0404. The pamphlet can be found in the Public Safety Office, Public Safety command center, Student Affairs Offices, the Title IX Coordinator's office, Student Counseling Services and Student Health Services or by visiting the Public Safety website at safety.adelphi.edu/brochures, Student Affairs website at students.adelphi.edu/handbooks or the Human Resources website at hr.adelphi.edu/brochures.

In addition, all information in "Reporting Sexual Assault / Domestic Violence / Dating Violence / Stalking" is provided in the written notification document to students and employees about existing counseling, health, mental health, victim advocacy, legal assistance, student financial aid, along with other services available for those involved in a crime or incident.

Range of Protective Measures Including Changes in a Victim's Academic, Living, Transportation and Working Situations

Victims of sexual assault, dating violence, domestic violence, and stalking are entitled to *No Contact Orders*, which require the accused student to stay away from the victim. Victims of these offenses are also entitled to other reasonable accommodations from the University in the areas of academics, transportation, work and residential living arrangements. All students and employees are apprised of the availability of these accommodations through trainings, our website, brochures, and a written notification document. Victims are entitled to these reasonable accommodations whether they choose to report the incident to the police or public safety. For more information about obtaining these reasonable accommodations, contact the Title IX Coordinator or the Dean of Student Affairs.

Adelphi University will provide written notification to students and employees about existing counseling, health, mental health, victim advocacy, legal assistance, visa and immigration assistance, student financial aid, range of protective measures, and other services available for victims, both within the institution and in the community. Furthermore the University will offer information about options for, and available assistance in how to request changes to academic, living, transportation, and working situations or protective measures. The university will offer these services, upon request, regardless of whether the victim chooses to report the crime to campus Public Safety or local law enforcement. Contact the Office of the Dean of Student Affairs 516.877.3146, or the Title IX Coordinator at 516.877.4819.

Interim Measures

At any time during the investigation, the investigator may recommend reasonable interim protections or measures for the parties involved or witnesses. These protections and measures may include, but are not limited to, separating the parties, placing limitations on the parties, no contact orders, suspension, alternative workplace or student housing arrangements, transportation or reasonable academic adjustments.

Remedial and protective measures may be available regardless of whether a complainant pursues a complaint or investigation under this Code. When the University receives a report of alleged misconduct, the University may take immediate steps to protect the complainant, other affected parties, and the community. In this regard, interim measures are limited to action necessary to reach the desired effort involving protection of the community, complainant, and respondent. They are also limited in time to the adjudication of the policy violation(s) in question, and should be designed to cause the least harm possible. Interim measures may include issuance of a no contact order, or a change in housing, academics, transportation, campus employment, campus involvement, activities, or overall student status.

The Dean of Student Affairs or designee may remove from University housing, or suspend a student from the University for an interim period pending disciplinary proceedings or medical evaluation, which shall be scheduled at the earliest possible time. When taking such interim measures, the University will, to the extent practical, minimize the burden on

the complainant. The interim removal/suspension shall become immediately effective without prior notice whenever there is evidence that the continued presence of the student on campus poses a substantial and immediate threat to himself, herself, or to others, or interferes with normal University operations or activities. The student so removed/suspended may contest the evidence relied upon to make this decision by requesting a conference with the Dean of Student Affairs or designee. Such request does not delay the removal/suspension.

Complaints Accusing Employees: The Title IX Coordinator/Director of Equity and Compliance or designee will investigate all Title IX complaints of discrimination, harassment (including sexual misconduct, dating violence, domestic violence, stalking) and/or retaliation accusing employees. (Title IX complaints include, but are not limited to, sexual assault, sexual misconduct, sexual harassment, dating violence, domestic violence, stalking, discrimination and harassment based on sex or gender.). The Title IX Coordinator may assign investigators from the Anti-Discrimination Panel, a diverse group of individuals composed of Adelphi employees who have been selected and trained on issues related to the above complaints to investigate and resolve complaints of discrimination, harassment and/or retaliation accusing employees. Any employee who, after appropriate investigation, has been found to have violated this Policy, will be subject to disciplinary action, which may include reprimand, suspension from service for a stated period, with or without pay, termination of employment, or such other responsive actions deemed appropriate for the violation. Recommendations for disciplinary action against faculty members accused of violations of this Policy will be forwarded to the Provost, who will initiate disciplinary proceedings in accordance with Article XIX of the Collective Bargaining Agreement between the University and the American Association of University Professors (AAUP). After completion of the proceedings, the Provost will issue an outcome letter to the faculty member with a copy to the Title IX Coordinator and the Associate Vice President for Human Resources and Labor Relations for their files.

Complaints Accusing Students: The Title IX Coordinator/Director of Equity and Compliance or designee will investigate all Title IX complaints of discrimination, harassment (including sexual misconduct, dating violence, domestic violence, stalking) and/ or retaliation accusing students. (Title IX complaints include, but are not limited to, sexual assault, sexual misconduct, sexual harassment, dating violence, domestic violence, stalking and gender based discrimination or harassment.) Upon completion of the investigation, the investigative report will be forwarded to the Assistant Vice President & Dean of Student Affairs or designee. If there are sufficient grounds to proceed, the matter will be adjudicated consistent with the Code of Conduct. The Vice President & Dean of Student Affairs or designee will investigate and resolve other complaints of discrimination, harassment and/or retaliation accusing students, consistent with the Code of Conduct.

In the event that provisions of the Code are inconsistent with legal requirements, the legal requirements will prevail. Any student who, after an appropriate investigation and adjudication, has been found to be in violation of this Policy, will be subject to disciplinary action, which may range from a warning to expulsion, depending on the severity of the misconduct, the student's cumulative conduct record, institutional precedent, and other mitigating or aggravating circumstances.

Complaints Accusing Third-Parties and Complaints of Third Parties that Occur on any Campus, Campus Center or Site: Normally, the Director of Employment, Employee, and Labor Relations or the designated representative of the Associate Vice President for Human Resources and Labor Relations will investigate complaints accusing non-students and non-employees of incidents related to the University's programs and activities and programs involving third parties that take place on any University campus or Campus Center. Examples include incidents involving visitors to the University, camps conducted by third parties on any University Campus or Campus Center or Site, vendors, and individuals at a field placement or internship. Any third-party who, after appropriate investigation, has been found to have violated this Policy, will be subject to restriction from University property, cancellation of vendor contracts, discontinued use of placement sites, or such other responsive actions deemed appropriate for the violation. Referrals may also be made to law enforcement, as appropriate.

The respondent and/or the complainant will, upon request, be afforded a prompt review, reasonable under the circumstances, of the need for, and terms of an interim measures including potential modification, and will be allowed to submit evidence in support of his or her own request.

Disclosure to Alleged Victims of Crimes of Violence or Non-Forcible Sex Offenses

Complainants, alleged victim, and respondents of crimes of violence including sexual assault, domestic violence, dating violence, and stalking receive simultaneous written notification of the results of the disciplinary proceedings, along with the rationale for the findings and their right to appeal.

If the alleged victim is deceased as a result of the crime or offense, Adelphi University will provide the results of the disciplinary hearing to the victim's next of kin, if so requested.

A Sexual Assault brochure is available to download through the Public Safety website at safety.adelphi.edu/brochures or by visiting Public Safety or Student Affairs.

Students' complaints of sexual misconduct, domestic violence, dating violence or stalking against employees of the University are to be filed with the Department of Public Safety and Transportation, the Title IX Coordinator, or any campus authority.

Timely Warning Notifications (TWN) – Safety Alerts

Under the federal Jeanne Clery Act, Adelphi University Department of Public Safety is responsible to disseminate a Timely Notice. Adelphi University will issue a Timely Warning Notice, also known as a Safety Alert, in the event that it receives notice of an alleged Clery Crime occurring within Clery Geography. Clery Geography includes the Garden City Campus, Hauppauge Education & Conference Center, Manhattan Center, Hudson Valley Center, non-campus property (property owned/controlled by the University), and/or public property (property within or immediately adjacent to campus). The crimes that often require the distribution of a TWN/Safety Alert include Murder/Non-negligent Manslaughter (or any suspicious death), Robbery, Aggravated Assault, Sexual Assault (Rape, Fondling, Statutory Rape, Incest), patterns of Burglaries, and/or major cases of arson. In addition, you may see a TWN/Safety Alert for other Clery or Non-Clery crimes when deemed necessary. In the event that a situation happens within Clery Geography, and the judgement of the Executive Director of Adelphi University Public Safety & Transportation, or designee, considers it to constitute an ongoing or continuing threat (with advisement from Local Law Enforcement and/or Title IX), a campus wide “timely warning” is distributed. For the purpose of this policy, “timely” means as soon as reasonably possible after an incident has been reported to the Department of Public Safety, to the Campus Security Authorities identified by Adelphi University or local police agencies that have reported the information to the University.

Making the Decision to Issue a Timely Warning

In determining whether to issue a timely warning, on a case-by-case basis, the University will consider all the facts surrounding the crime including factors such as the location of the crime, the nature of the crime, the continuing danger to the campus community, and the possible risk of compromising law enforcement efforts. If there is insufficient information available to determine whether the incident represents a continuing threat to the Adelphi community, Adelphi will issue a Timely Warning Notice. A Timely Warning Notice will not be sent if, based on the information available,

- If it appears unlikely that there is an ongoing threat to the community, such as the perpetrators have been apprehended and the threat of imminent danger to the Adelphi Community has been mitigated by the apprehension; or
- In which Adelphi University Department of Public Safety was not notified of the crime in a manner that would allow the department to post a “timely” warning for the community; or
- In which, Adelphi does not have full information to evaluate the nature of the ongoing threat;

In addition, it will be noted in the content of the Timely Warning Determination form.

By law, Adelphi University is not required to issue a timely warning for off-campus crimes; however, situations occurring off-campus are evaluated on a case-by-case basis to determine if there is a crime that poses an ongoing or serious threat to the community. A safety alert may be distributed to the Adelphi Community in the event that a situation arises off campus, that in the judgment of the Executive Director of Adelphi University

Public Safety & Transportation, or designee, considers it to constitute an ongoing or continuing threat to the off campus community.

When to issue a Timely Warning / Safety Alert?

As soon as pertinent information is available, the Department of Public Safety and Transportation will evaluate the need to issue a timely warning based upon the following conditions:

1. A Clery Act crime occurring within the University's Clery geography or poses a risk to the campus community that has been reported to campus security authorities or the Department of Public Safety and Transportation;
2. A Non-Clery Act crime occurring within or around the University or poses a risk to the campus community that has been reported to campus security authorities or the Department of Public Safety and Transportation; and
3. The University considers the crime to represent a serious or continuing threat to students and employees.

What is Included in a Timely Warning?

The Executive Director of Public Safety & Transportation or designee will determine the content, on a case-by-case basis, based on the incident that has occurred. The content will provide a clear description of what has been reported without compromising law enforcement efforts and/or jeopardizing the confidentiality of the Victim(s). The information will include, to the extent known, the date, time, nature of the offense, brief overview of circumstance, physical description of the Person of Interest(s), law enforcement's immediate action(s), a request and method for witnesses to contact Public Safety or Law Enforcement, and outline Safety Tips that the Adelphi Community can take to prevent similar occurrences. In compliance with the Violence Against Women Reauthorization Act, the names of crime victims will not be published in timely warnings.

What department or individual is responsible for issuing the Timely Warning?

The Executive Director of Public Safety & Transportation or designee will approve the dissemination of the TWN/Safety Alert. Once the decision has been made to issue a timely warning, the Department of Public Safety and Transportation is responsible for distributing the warning. Timely warnings are distributed via methods reasonably likely to reach the entire campus community and updated as new crime information becomes available. This is typically accomplished by:

- Posting a notice on the Adelphi Public Safety website safety.adelphi.edu and;
- Sending a mass-email using the the University email system;
- Utilizing the RAVE Alert System (see below) to send a text message or voice message to the campus community (done on a case-by-case basis).

How should a crime be reported?

TWN/Safety Alerts are provided to students and employees at Adelphi University in a manner that is considered "timely". The intent in issuing a timely warning is to enable members of the campus community to protect themselves and to aid in the prevention of similar crimes. Anyone with information they feel warrants a timely warning/safety alert should immediately contact Public Safety at 516.877.3511 or in person at the public safety command center, Levermore Hall.

Emergency Notification

Adelphi University Department of Public Safety is responsible for responding to all significant incidents that may involve an immediate or ongoing threat to the health and/or safety of the Adelphi Community, in addition to, using appropriate resources to mitigate and investigate such incidents. An emergency notification may apply to both criminal and non-criminal incidents and can include but is not limited to: weather or natural disaster events, public health emergencies, hazardous materials spills or gas leaks, riots or armed intruders. The University President or designee who includes: the Executive Vice President of Finance and Administration (or designee), or Chief Administrative Officer and Associate Vice President (or designee), or the Executive Director of Public Safety (or designee), may confirm and has the authority to declare an emergency or dangerous situation (emergency condition) involving an immediate threat to the health and/or safety of students or employees. An emergency condition is defined as a sudden, unexpected, or impending situation that may cause injury, loss of life, damage to property, and/or interference with the normal activities of the University and which, therefore, requires immediate attention and remedial action. The Department of Public Safety and Transportation takes the initial lead in implementing the appropriate response plan, assessing the crisis, reviewing all the available information, delegating responsibility where appropriate, and ensuring the information needs of the Campus community and/or segment(s) of the community are met.

Confirming the Existence of a Significant Emergency or Dangerous Situation and Initiating the Emergency Notification System:

The Department of Public Safety and Transportation will utilize all information resources at its disposal to confirm that there is an emergency. Confirmation may come from a number of sources, including departments on campus and/or local agencies depending on the type of emergency. To evaluate the significance of the threat, the Department of Public Safety may consult with experts, including but not limited to: Garden City Police Department, Garden City Fire Department Other Local Law Enforcement Officials, University Environmental Health and Safety, National Weather Service, etc. The Executive Director of Public Safety, or designee, may confer with the Vice President & Dean of Student Affairs, Associate Vice President for Brand Strategy & Communications, and/or the Chief Administrative Officer & Associate Vice President, if readily available, and then will, without delay and taking into account the safety of the community, determine the content of the notification, dependent on the emergency, and initiate the notification system(s). Due to the time sensitivity of emergency alerts, the decision to initiate the alert system will be determined as quickly and thoroughly as possible.

Determining the Contents of the Emergency Notification:

The Department of Public Safety will develop a concise message to convey the appropriate message to the community. The messages are designed to Alert, Inform, and Reassure the community. The Department of Public Safety does not use pre-determined template messages, however, the content of every communication, which notifies the Adelphi Community of an emergency, will include:

- The specific nature and location of the event;

- Actions being taken by the University;
- Status of those involved (when known);
- Actions one should take to help assure their own safety; and
- Follow-up information will be provided to the community as well as at the conclusion of the immediate threat/emergency.

Adelphi University uses basic templates that are then added to dependent on the situation/emergency condition that is occurring. All templates follow the bullets above when providing information to the community.

The goal of the alert is to ensure individuals are aware of the situation and that they know the steps to take for personal and community safety.

Determining the Appropriate Segment or Segments of the Campus Community to Receive an Emergency Notification

Upon confirmation of a significant emergency or threat to the Adelphi Community, Adelphi University Department of Public Safety will immediately notify the campus community. Adelphi University notifies the entire campus community and does not segment the community for notifications. Subsequently, they will initiate the University emergency notification system (Rave Alert), unless issuing a notification will, in the professional judgment of responsible authorities, compromise efforts to assist a victim or to contain, respond to, or otherwise mitigate the emergency.

Procedures Used to Notify the Campus Community

In the event of a serious incident that poses an immediate threat to members of the Adelphi community, the Department of Public Safety and Transportation will activate various electronic, public address systems and text message notifications in place for communicating information quickly. Generally, all members of the campus community will receive an emergency notification.

Some or all of the following methods of communication may be activated in the event of an immediate threat to the Adelphi community.

- Adelphi University Rave Alert System (discussed below)
- Adelphi University Webpage (Adelphi.edu)
- Mass Email
- Exterior Emergency Call Box Public Address Announcement System
- Alert Beacons
- Fire Alarms
- Radio and Television stations (see page 69 for full list of stations available)

Procedures Used to Notify the Larger Campus Community

The University may issue additional emergency notifications to the larger campus community. In order to notify the larger campus community, Adelphi University will share information via email and post updates on the University website. If the emergency needs to be communicated to the surrounding community, local television and/or radio stations will be notified to give or post a statement with the appropriate content as described in the section titled “*Determining the Contents of the Emergency Notification*”. In addition, the Commissioner of Garden City Police Department receives a University mass

Notification System (RAVE Alert), which they use to notify the surrounding community through their mass notification system “SwiftReach”.

University Mass Notification System (Rave Alert)

The telephone is the primary means of emergency notifications at the University. The University utilizes an off campus vendor to send emergency notifications and timely warnings (case-by-case basis) to the entire University community. The University’s Mass Notification System is the system used for this purpose. Upon confirmation of a significant emergency or threat, the Executive Director will initiate the Rave Alert system. An SMS message will be sent to all cellular telephones and voice messages to office telephones (if registered with the University’s Mass Notification System). Notification can also be sent over the University exterior Emergency Call Box Public Address System to the University community from the Command Center located in Levermore Hall.

The University’s Mass Notification System is intended for the immediate transmission of specific information regarding an emergency to all members of the University. Public Safety signs up the University Community for the University’s Mass Notification system upon receipt of their Adelphi University Identification Card.

You can change or update your registered devices through the Rave Manager Profile Dashboard accessible through eCampus at portal.adelphi.edu. It is part of the single sign-on, so you will sign in with your Adelphi username and password. After you are signed in to eCampus, go to the Services tab and select the University Mass Notification System icon.

The Department of Public Safety and Transportation tests the University Mass Notification System at least once every calendar year, and such tests may be announced or unannounced. The campus also tests its emergency response and evacuation procedures on at least an annual basis. Furthermore, emergency tabletop exercises are conducted on an annual basis.

Alert Beacons

**NEW FEATURE TO PROVIDE ENHANCED NOTIFICATION AND PUBLIC WARNING
INSTALLED IN 2019**

The Department of Public Safety and Transportation along with our partners in Information Technology have incorporated a new feature to the existing “Adelphi Alert” platform. The integration of “Alert beacons” to the existing Adelphi Alert (RAVE) platform has increased the university’s capability to reach a wider audience while simultaneously reducing the time it takes to send timely and actionable information in the event of an incident affecting the campus community.

The alert beacons are strategically located in the common areas of public use spaces throughout campus and are easily identifiable in that when activated by Public Safety Officers manning the Public Safety Command Center, the beacons emit an alert tone and signal through the use of a strobe light, red flashers, and an alert siren. A predetermined

message is simultaneously displayed on the screen which provides information as to the nature of the emergency and what actions to take.

In addition to the alert beacon activation, an SMS message will be immediately and concurrently sent to your wireless devices (if registered with the University's Mass Notification System) further increasing the university's reach when it comes to emergency notification. Follow-up information and incident updates will be disseminated through the use of the "Adelphi Alert" (RAVE) system as necessary.

Beacons are currently located in the following spaces:

- Center for Recreation and Sports
- Performing Arts Center
- Alice Brown Early Learning Center
- Nexus Building
- Manhattan Center

Note- Further installation of Alert Beacons throughout campus is currently ongoing as of Fall 2019.

Registered Sexual Offenders

The "Campus Sex Crimes Prevention Act" (Section 106 of Public law 106-38) is a federal law that provides for the tracking of convicted sex offenders enrolled at or employed by institutions of higher education.

The Act amends the Jacob Wetterling Crimes Against Children and Sexually Violent Offender Registration Act to require sex offenders already required to register in a State to provide notice, as required under State law, of each institution of higher education in that State at which the person is employed, carries on a vocation, or is a student. This requires that state procedures ensure that this registration information is promptly made available to law enforcement agencies with jurisdiction where the institutions of higher education are located and that it is entered into appropriate State records or data systems.

It also amends the Jeanne Clery Disclosure of Campus Security Policy and Campus Crime Statistic Act to require institutions of higher education to issue a statement, in addition to other disclosures required under that Act, advising the campus community where law enforcement agency information provided by a State concerning registered sex offenders may be obtained. Lastly the Act amends the Family Education Rights and Privacy Act of 1974 to clarify that nothing in the Act may be construed to prohibit an educational institution from disclosing information provided to the institution concerning registered sex offenders; and requires the Secretary of Education to take appropriate steps to notify educational institutions that disclosure of this information is permitted.

The state Division of Criminal Justice Services is partnering with NY-Alert to allow New Yorkers to sign up for alerts when moderate and high risk sex offenders' move into or out of a community.

The DCJS system allows New Yorkers to flag communities of interest to their family and then get alerts by phone, email, text message or fax. They can sign up for notices involving three communities at once. The alerts will be carried out by the State Emergency Management Services System.

For more information, contact 1.800.262.3257 or criminaljustice.ny.gov.
To view the New York Public Registry of Sex Offenders, see criminaljustice.ny.gov/SomsSUBDirectory/search_index.jsp

Security Awareness, Crime Prevention, and Risk Reduction

Representatives of the University join together at first-year, transfer, and employee orientations to provide information on services offered by the University. Presentations include a Campus Safety 101 video, information relative to the safety of the campus and the crimes that do occur as well as in surrounding areas, and are informed of the numerous pamphlets, and security alerts available to the community. Hostile Intruder/Active shooter training is provided to all students and employees. They also receive information from Health Services and Counseling Services. Parents are also invited to an orientation conducted especially for them that gives them the opportunity to become familiar with the Department of Public Safety and Transportation, present an overview of the first-year orientation, and to address concerns and questions.

Throughout the academic year, the University offers several crime prevention programs for students including a self-defense seminar, residence hall safety offering tips on living safely on campus, commuter safety meeting offering tips on safe commuting, theft prevention, sexual assault preventive measures, hate crimes as well as other crimes. All are encouraged to visit the Public Safety website at safety.adelphi.edu for more security tips and alerts.

In addition, under the SaVE Act along with the Violence Against Women Act, the University provides training in the areas of domestic violence, dating violence, sexual assault and stalking. Included in the training are the definitions of each, awareness, protective measures to reduce risk, recognizing the warning signs of abusive behavior, consent, and how to avoid potential assaults or abusive relationships.

Risk Reduction

Risk reduction encompasses options designed to: decrease perpetration and bystander inaction; increase empowerment for victims in order to promote safety; and to help individuals and communities address conditions that facilitate violence.

Bystander Intervention

Bystander intervention means safe and positive options that may be carried out by an individual or individuals to intervene when there is a risk of dating violence, domestic violence, sexual assault, or stalking. Bystander intervention includes recognizing situations of potential harm, overcoming barriers to intervening, identifying safe and effective intervention options, and taking action to intervene. Additional areas considered for bystander intervention include the witnessing or having knowledge about hazing, discrimination, medical emergency, and acts of discrimination.

Bystanders are less likely to intervene if more people are present – each assuming someone else may be more qualified to intercede. However, once one person intercedes, the group will likely be more willing to assist.

Bystanders should notice the emergency, interpret it as such, assume personal responsibility for acting, choose a strategy and implement that strategy. A strategy could be as simple as saying something to the potential violator to stop the action, calling someone to help such as public safety, the police or other appropriate authority such as counselors, professors, or if safe to do so step in before the situation escalates.

Bystander training begins at orientation for incoming first-year students, all transfer students, new employee orientation, and continues throughout the year for student organizations, sports teams, faculty training, and administrative positions. Students are also trained to avoid putting themselves in dangerous situations and to call public safety or the police department whenever necessary.

Multiple Actions and Helpful Hints for Being a Proactive Bystander

- Believe that sexual and relationship violence is unacceptable and say it out loud
- Treat people with respect
- Speak up when you hear victim blaming/blaming statements
- Talk with friends about confronting sexual and relationship violence
- Encourage friends to trust their instincts in order to stay safe
- Be a knowledgeable resource for survivors
- Don't laugh at sexist jokes or comments
- Look out for friends at parties and bars
- Educate yourself and your friends
- Use campus resources
- Attend awareness events
- Empower survivors to tell their stories

Providing a Distraction Sometimes Is All It Takes to Interrupt a Potentially Dangerous Interaction

- Call a friend's cell repeatedly
- Spill something on purpose
- Tug on your friend's arm insistently
- Ask where the bathroom is
- Interrupt the conversation
- Turn off the music
- Say, "I think that guy wants to talk to you" to separate those involved
- Tell the potential perpetrator "Your car is being towed!"
- Matter-of-factly pull your friend away saying, "We need to leave" – and then go

Sexual Offense Prevention

Tips on how to prevent sexual assault:

Sexual assault is gender neutral and describes all forms of sexual violence. This includes: sexual intercourse (rape), oral or anal contact, penetration with an object or finger and touching of an intimate body part for the purpose of sexual gratification that is committed without consent, or by the use or threat of force, or where the complainant is incapable of

giving consent. While you can never completely protect yourself from sexual violence, there are some things you can do to help reduce your risk of being assaulted:

- Always trust your instincts. If you are uncomfortable in a situation, leave or try to change it.
- Be assertive, set limits and stick to them. Communicate your limits, and if they are ignored, act quickly and forcefully and don't be afraid to "make a scene."
- Always go out with friends, but be prepared to take care of yourself. Do not assume others will look out for your well-being.
- Understand that "no" means "no"! If the issue is forced, THAT'S RAPE.
- Limit or avoid alcohol consumption; never leave your beverage unattended or out of sight.

Tips to look out for Dating Violence, Domestic Violence, & Stalking

Domestic/dating violence is also referred to as intimate partner or relationship violence. It is a pattern of behavior that is used to gain or maintain power or control over a partner. Abuse can be physical, sexual, emotional, economic or psychological acts or threats of action. It includes any behavior that frightens, intimidates, terrorizes, manipulates, hurts, humiliates, coerces, blames or injures someone. You may be in an abusive relationship if your partner:

- Acts jealous when you talk to others, even friends
- Criticizes what you do, what you wear and who your friends are
- Does not listen to what you say or want
- Controls you in small ways, such as by holding you too tightly or pulling you around by your hand
- Always needs to know where you are and whom you are with
- Easily becomes angry or violent
- Tries to force you into sexual activity that you do not want
- Insults you and calls you hurtful names
- Degrades your gender with jokes
- Threatens to hurt you or someone/something you care about
- Emotionally or physically harms you and then shows remorse afterwards

Stalking is a course of unwanted conduct directed at a particular person, designed for no legitimate purpose, and which places the person or a third person in reasonable fear of physical, emotional or mental harm. Stalking can take many forms, including:

- Unwanted visits
- Following
- Driving by your home or place of business
- Threatening or harassing phone calls
- Unwanted digital communication
- Cyberstalking through unlawful video surveillance, posting unwanted pictures or videos, revenge porn, messages and other harassing behavior online

See [Appendix 1](#) for list of Security Awareness, Crime Prevention and Personal Safety, Risk Reduction, and Title IX (Sexual Assault, Domestic Violence, Dating Violence, & Stalking) Awareness, Prevention, & Education programs provided on an annual basis and visit the website, events.adelphi.edu/upcoming/, for a list of all the upcoming events.

National Campus Safety Awareness Month

Adelphi University observes National Campus Safety Awareness Month in September with weekly events designed to promote safety across the University campus and its centers.

Adelphi is a safe campus and it is important that we continue to raise awareness on relevant issues to keep it that way. National Campus Safety Awareness Month is a perfect opportunity as we start the new academic year to focus on safety and making good decisions.

The Adelphi University Department of Public Safety is partnering with the Garden City Police Department, Adelphi Counseling Center, Residence Life and Housing, Athletics, Health Services and the entire Adelphi community to provide programming on issues including sexual assault, domestic violence, dating violence, stalking, the dangers of alcohol and drugs, hostile intruder/active shooter, and pedestrian safety.

The University offers a full schedule of programming and events during the month of September to enhance the safety of our campus. It takes all of us working together to keep Adelphi a safe campus and all are encouraged; students, faculty, and staff to participate in as much programming and events as possible. Theft prevention, hostile intruder/active shooter survival, hazing prevention, sexual assault awareness, domestic violence, dating violence, stalking, and the dangers of alcohol and drugs are issues that many do not like to talk or think about. But through awareness, we want the Adelphi community to be mindful, not fearful.

See [Appendix 1](#) for the list of NCSAM events.

Residence Hall Building Meetings

Public Safety staff visits individual residence halls each semester to discuss security and safety issues concerning the residents.

Residence Programs

The Residential Life staff periodically conducts their own basic crime prevention discussions in their residence halls.

Daily Crime Log and Fire Log

The Department of Public Safety and Transportation maintains a campus daily crime log and a Fire Log in the Public Safety command center, Levermore Hall. At the main front desk of the Manhattan Center, Hauppauge Education & Conference Center, and Hudson Valley Center, a daily crime log is maintained at each location, and records all crimes reported, to the University. Public Safety will enter non-identifying information about the report into the University's daily crime log. The crime logs contain information by the category of crime, incident number, date of crime, time of occurrence, general location, and

disposition if known. Public Safety must make these entries except where such disclosures are prohibited by law or would jeopardize the confidentiality of the victim. Said information may also be withheld if there was clear and convincing evidence that the release of the information would jeopardize an ongoing criminal investigation or the safety of an individual, cause the suspect to flee or evade detection, or result in the destruction of evidence. The Department must disclose any information once the adverse effect described above is no longer likely to occur. The Department may withhold only that information that would cause the adverse effects described above.

A daily crime log entry or change in the disposition is recorded within two business days of the reporting of the crime. The crime and fire log are accessible for public inspection during normal business hours for the most recent 60-day period. Any request for the portion of the log over the 60-day period will be made available within two business days of a public request.

Safety Tips and Resources

Although Garden City remains one of the safest neighborhoods on Long Island and Adelphi University one of the safest campuses in the country, we remain as determined as ever to be vigilant about concerns of safety. Please take a moment to review the University's extensive safety tips on the Public Safety website at safety.adelphi.edu/tips.

If you witness a crime or experience an emergency on campus dial 5 from any campus phone or use any call box 24 hours a day to reach the Adelphi Department of Public Safety and Transportation. Working together as a community, we will continue to ensure a safe environment for everyone at Adelphi University.

Security of and Access to Campus Facilities

Garden City Campus

All parking lots at the Garden City Campus are routinely patrolled by public safety vehicle patrols, foot and bicycle patrols as well as closed-circuit TV cameras. Vehicular access to the campus is restricted from 11 p.m. to 5:30 a.m. when only one guarded entrance is open by the Levermore Hall roadway. Incoming vehicles during the 11 p.m. to 5:30 a.m. period must swipe their ID card or are checked to ascertain their purpose and will be denied access if the occupants cannot establish a legitimate reason for entering the campus. Parking is by permit only.

Each residence hall is staffed by a full-time professional residence hall director and trained graduate and undergraduate resident assistants who work with public safety and other University departments to provide and maintain facilities that are safe and secure. A residence hall staff member is on duty 24 hours a day. Access to residence halls is limited to residents and their guests. Entrances are locked 24 hours a day and interior areas are patrolled by public safety officers and residential life staff. Closed-circuit television cameras are located in each resident hall lobby and lounge areas along with in-house telephones.

Hall Attendants are on duty (during Fall and Spring semesters) from 6 p.m. to 4 a.m., 7 days a week to check the identification of all people (residents and visitors) entering the residence halls. No one is admitted without proper photo I.D. (University I.D., or driver's license). Visitors are permitted in the residence halls overnight only with proper authorization from the Office of Residential Life and Housing.

During periods of extended closings, only those with approved card access will be permitted to enter the residence halls.

All campus buildings (with the exception of residence halls) are accessible Monday through Friday from 5:30 a.m. to 11 p.m., and Saturdays and Sundays according to class schedules. Exceptions are made for special events. Identification may be requested of anyone utilizing campus facilities.

Hauppauge Education & Conference Center

An Adelphi public safety officer is at the entrance of the Hauppauge location building when classes are in session. The facility is covered by closed-circuit TV cameras. There are no residence hall facilities at this location.

Manhattan Center

A contracted security officer is on duty at the entrance of the 2nd floor of the building which the University occupies Monday through Friday 7 a.m. to 10 p.m., Saturday and Sunday 7 a.m. to 6 p.m., but may vary each semester according to class schedules. The facility is covered by closed-circuit TV cameras. There are no residence hall facilities at this location.

Hudson Valley Center

A contracted security officer is at the entrance of area the University occupies on the fourth floor from 5 p.m. to 11 p.m. on various nights and weekends, according to class schedules. The facility is covered by closed-circuit TV cameras. There are no residence hall facilities at this location.

Security Considerations, Building Access and Maintenance

Special arrangements can be made through the Department of Public Safety and Transportation (ext. 3511) for access to buildings outside of regular operating hours. Special after-hours access to buildings for employees and students may be obtained by written request to the Executive Director of Public Safety and Transportation. Students requesting access must have an after-hours access card completed by a faculty member or a University administrator to be permitted access. The card is then kept on file in the public safety command center for student access verification.

All employees and students are encouraged to report any repairs they feel need the attention of facilities management. A building engineer is on duty 24 hours a day in case of emergencies. Repairs may be called into facilities management directly to extension 3970 during business hours or public safety at extension 3511 all other times. In addition, lighting surveys of exterior spaces are conducted bi-monthly with the results forwarded to facilities for necessary action. Closed circuit television systems, crime prevention programs, and card access control systems are also utilized to assist in preventing and investigating crimes. Any security concerns should be addressed by contacting Public Safety at 516.877.3500.

Policies and Procedures for Safe Access to Residence Halls

Residence hall entrances are locked 24 hours a day. Access is by an individually coded University ID card programmed to access a residence hall front door, which is provided to each resident at the beginning of each semester.

Personal Safety

Interested individuals and groups can arrange for personal safety and security programs to be presented by a trained crime prevention officer.

Based on the circumstances, personal escorts within campus may be requested of public safety by calling the public safety command center at 516.877.3511 or by extension 3511 on any in-house telephone. Personal safety brochures are available in the Public Safety office as well as online at safety.adelphi.edu/brochures.

Safety Alerts

Public Safety alerts may be viewed at the public safety website at safety.adelphi.edu/alerts.

Transportation Information

Transportation routes and schedules covering local train stations, bus terminals, malls and businesses are offered through the University bus / van transportation system. Schedules can be found at safety.adelphi.edu/shuttle.

Personal Property

Members of the community are encouraged to mark their personal property and keep a record of the property in case it is stolen. An electric engraver can be borrowed from the

Department of Public Safety and Transportation. Members of the community are reminded to safeguard property at all times.

General Safety Tips

Safety is an important concern in any university. Visit the Public Safety website at safety.adelphi.edu/tips to learn more safety tips that will assist you in making good decisions and maintaining a safe and secure environment. Follow these safety tips and use common sense. We expect that you will fully enjoy living, studying and working on Long Island.

Monitoring of Criminal Activity at Non-Campus Locations of Student Organizations

Adelphi University does not have officially recognized student organizations with non-campus locations; this includes fraternities or sororities. There is no monitoring or recording, through local police agencies of criminal activity.

Alcohol & Other Drugs Policy

Adelphi University, in its mission to provide a quality education for students and to prepare them for a healthy and productive life, realizes the importance of a drug-free campus and is therefore strongly committed to the prevention of substance abuse.

It is the University's policy to prohibit the unlawful manufacturing or distribution, dispensing, possession, or use of illicit or non-prescribed drugs and alcohol anywhere on the Adelphi campus or as part of any Adelphi University activity. Note: The University does allow limited use of alcoholic beverages by individuals of the New York State legal drinking age of 21, at University-sanctioned events in licensed facilities on campus in compliance with all laws. Alcohol is not permitted in the residence halls. The Department of Public Safety and Transportation with the assistance of the Garden City police enforce state and local laws pertaining to unlawful underage alcohol possession, sale and use. The Department of Public Safety and the Garden City Police Department also regularly enforces state drug laws and may from time to time assist federal agencies with the enforcement of federal drug laws.

The laws of New York State provide sanctions for the unlawful possession or distribution of illicit drugs & Alcohol. For more information, see:

- New York Penal Law Article 220 (controlled substances)
<http://ypdcrime.com/penal.law/article220.htm>
- New York Penal Law Article 221 (marijuana)
<http://ypdcrime.com/penal.law/article221.htm>
- New York Alcoholic Beverage Control Law Article 10
<http://ypdcrime.com/abc/article10.htm>
- The penalties for driving while intoxicated or impaired may be found on the New York State Department of Motor Vehicles website at
<https://dmv.ny.gov/tickets/penalties-alcohol-or-drug-related-violations>

Any member of the Adelphi community (including staff, faculty, and students) found to be in violation of this rule will be subject to strict discipline, up to and including dismissal as well as criminal prosecution, fine and imprisonment if applicable.

A full statement of the University's Policies, Rules and Standards Regarding Illicit Drugs and Alcohol, health risks associated with drug and alcohol use, legal sanctions, treatment and counseling availability may be found in the publication "Adelphi University Policies, Rules, and Standards Regarding Illicit Drugs and Alcohol" which can be found at the Student Counseling Center, Dean of Student Affairs Office, Health Services, and the Office of Human Resources, and at operations.adelphi.edu/policies/illicit-drugs-and-alcohol/. In addition, the Universities Policy regarding Alcohol & Other Drugs is distributed in the Employee Handbook page 51-53 (<https://hr.adelphi.edu/handbook/>), Code of Conduct section 10.6a & 10.6b (<https://operations.adelphi.edu/catalog/conduct/>), and by mail via the Student Disclosure (<https://operations.adelphi.edu/catalog/student-disclosure/>). An Annual notification of an institution's drug and alcohol abuse prevention programs (DAAPP) is distributed to students via the Student Disclosure and Students & Employees receive this information through the distribution of the Annual Security & Fire Safety Report.

Students charged with violations of this policy shall be referred to the Office of Student Conduct and Community Standards (or in some cases to the student's residence hall director, if the student is a resident) for adjudication under provisions of the Code of Conduct. Outcomes of disciplinary proceedings may result in the following determinations:

1. Dismissal of charges, student found not responsible
2. Student found responsible and sanctions imposed

Depending on the merits of the case, possible sanctions may include:

1. Referral for substance abuse assessment, counseling and/or treatment
2. Community service and/or educational sanction (which may include the mandatory completion of an educational program for which a fee is charged to the student)
3. Restitution
4. Probation
5. Loss of privilege(s)
6. Loss of University housing
7. Suspension from the University
8. Expulsion from the University

In addition to University sanctions, the president of the University or a designated representative may refer students to appropriate governmental authorities when the student's activity is in clear violation of federal, state or local laws.

Clubs/Organizations that violate the Alcohol and Drug policies for events and programs can have their campus recognition revoked by both Center for Student Involvement (CSI) and Student Government Association (SGA), and face possible sanctions from Student Conduct & Community Standards.

Employees suspected of violating these policies, rules and standards, or convicted under a federal, state or local drug or alcohol statute, shall be subject to review in accordance with human resources policies and in compliance with all federal, state and local laws. Such a review may result in the following findings:

1. Dismissal of charges
2. Official warning or other appropriate discipline/action
3. Institution of proceedings in accordance with the applicable University Human Resources policies, which may lead to suspension and/or termination of employment

For findings 2 and 3, the employee may be required to seek rehabilitation through counseling, rehabilitation, treatment or re-entry program approved by the chief of human resources officer or a designated representative.

Failure to cooperate with the review process may result in expulsion from the campus and will result in the immediate institution of termination proceedings under the appropriate human resources policies.

In addition to University sanctions, the chief of human resources officer or a designated representative may refer the employee to appropriate governmental authorities when the employee's activity is in clear violation of federal, state, or local laws.

Amnesty: Adelphi University recognizes that an individual who has been drinking or using drugs at the time of the incident may be hesitant to report for fear of disciplinary action. In an effort to encourage reporting, an individual who reports sexual assault, dating violence, domestic violence, or stalking, either as a complainant or a witness, **will not** be subject to disciplinary actions by the University for his/her own personal consumption of alcohol or drugs at or near the time of the incident. This amnesty policy applies to the University's student conduct process.

The primary Adelphi University source for information on alcohol and drug free awareness is the University's Alcohol and Other Drugs site at aod.adelphi.edu.

The **Alcohol and Other Drugs program** is a service of the Division of Student Affairs of Adelphi University. The AOD program serves the campus community through a variety of resources, prevention, intervention and education in supporting students on making healthy choices.

If you are dealing with a drug or alcohol problem or are worried about a friend, there are a number of support services that you can contact at Adelphi (<https://aod.adelphi.edu/contact/>) and outside of the university (<https://aod.adelphi.edu/alcohol-and-drug-help/>)

The Student Counseling Center (SCC) is designated as the coordinating office for all matters regarding referrals for substance abuse counseling, treatment programs, and ongoing seminars, workshops, education programs and outreach activities for students. The following represents some of the ongoing activities provided by the SCC, Health and Wellness Peer Educators, the Center for Student Involvement, and Student Conduct and Community Standards:

- Residence Hall Staff training
- BAC (Blood Alcohol Content) and Signs of Alcohol poisoning cards distributed to First-year student orientation and other Alcohol Awareness activities
- National Collegiate Alcohol Awareness Week activities in the third week of October
- Alcohol Awareness Month in April
- Residential Life workshops
- BASICS motivational interviewing intervention
- AlcoholEdu for college module requirement for first-year students
- eChug: Online Assessment Tool for Alcohol Sanctions
- First-year student orientation dating violence presentation
- Educational and Support Groups
- National Take Back Drug Day (Fall and Spring Semesters)
- Synthetic and prescription drug use/abuse is included in awareness programming, trainings, and AOD presentations as part of larger thematic programming

Alcohol and Drug Use Prevention and Awareness Programs

Under the direction of the Drug and Alcohol Counselor, from Adelphi University, in collaboration with the Crime Prevention Officer at Public Safety and Residential Hall Directors at Residential Life, various alcohol and drug use prevention and awareness programs are provided to the Adelphi University community.

Alcoholic beverages and illicit drugs are not permitted under any circumstances anywhere in the residence halls, including student rooms. The Student Conduct & Community Standards and Residential life and housing Offices have continued to enforce the Alcohol and Drug policies and support alcohol and other drug awareness education by:

- Posting fliers and signs in the residence halls reminding students that all halls are “dry” halls
- Posting education flyers designed to be proactive
- Housing applications include the following statement: “I understand that the use or possession of drugs or alcohol is prohibited in the residence halls and are violations of section 10.6A and 10.6B of the Code of Conduct.
- Meeting with student leaders and student groups to explain the AOD policies on campus.
- Mandating resident students to sign an Alcohol and Drug Contract as they move into their residence hall rooms
- Training Resident Assistants and Hall Attendants in proper enforcement and communication of AOD policies and alcohol awareness education
- Addressing the AOD policies during residence hall meetings
- Inviting public safety and the AOD counselor to speak with resident students and staff, fraternities and sororities, as well as international and commuter students relative to alcohol and other drug topics.
- During first-year student orientation and first-year parent and family orientation, members of Public Safety, the Coordinator of Substance Abuse Counseling and Prevention Programming (SACPP Coordinator), and Health Services give presentations focused on AOD awareness, including a sixteen minute safety video “Campus Safety 101” (available for additional viewing of the Adelphi Public Safety Webpage).
- University Hearing Board/Faculty Advocate Training: Student Conduct and Community Standards has implemented annual AOD training for the University Hearing Board and Faculty Advocates, which supports the Board and Advocates in fulfilling the responsibilities of their roles and complex decision-making.

Prevention Programming during the Academic Year

I. AlcoholEdu for College Students: Online prevention tool for alcohol use and abuse awareness

Alcohol abuse on campus doesn't just put students' safety and health risk, but greatly threatens the ability of institutions of higher education to achieve their organizational objectives. AlcoholEdu® can help. This interactive online program incorporates the latest evidence-based prevention methods to create a highly engaging user experience, inspiring students to reflect on and consider changing their drinking habits. Today, AlcoholEdu is used on more than 500 campuses and by 36% of all first-year students at America's four-year higher education institutions, and is the only program proven to reduce negative alcohol-related consequences among students.

II. Sexual Assault Prevention for Undergraduate Students: Online prevention tool

Sexual Assault Prevention for Undergraduates helps colleges and universities comply with the educational requirements relating to sexual misconduct in Title IX and the Clery Act. Built in collaboration with leading researchers and practitioners, this course combines cutting-edge instructional design and rich media to educate students about healthy relationships, the importance of consent, and the role of bystander intervention. Interactive

exercises take students through real-world scenarios and encourage students to challenge sexist language and attitudes, provide guidance for supporting someone who has experienced harm, and promote healthy relationships based on positive communication and respect—empowering students to create safe, healthy campus environments.

III. eChug: Online Assessment Tool for Alcohol Sanctions

eCHUG is an online, personalized, brief screening tool that lets you see how your drinking, family risk and campus norms affect your life and future.

Program description:

- Is available to all Adelphi faculty, staff, and students
- Takes about 15 minutes
- Provides quick, anonymous feedback
- Allows for a personal check-up on multiple occasions to track changes in alcohol use and risk (just keep your e-CHUG identification number for comparisons)

IV. eToke: Online Assessment Tool for Cannabis Use

The Marijuana eCHECKUP TO GO for Colleges & Universities is a personalized, evidence-based, online prevention & intervention program designed to reduce marijuana use among college students. It is designed to help motivate students to reduce their level of marijuana use using personalized information about their own behavior and risk factors (Note: Employees do have access to this tool)

V. Sexual Assault Prevention for Graduate Students: Online prevention tool

Sexual Assault Prevention for Graduate Students equips graduate students with the tools needed to navigate new and complex relationships including how to identify and respond to harassment from a faculty member or advisor, other workplace-based harassment, how to respectfully engage with undergraduate students, and how to respond to student disclosures.

VI. First-Year Student Orientation 2017

Eight ten-minute presentations introducing the class of 2021 to the Alcohol and Other Drugs Program while providing information regarding the two online assessment tools (AlcoholEdu for College and Sexual Assault Prevention for Undergraduates) both due before the semester begins. These presentations serve as a first point of contact between the AOD program and the students.

VII. Graduate Student Orientation 2018

A one-hour presentation for graduate students informing them of the policies regarding alcohol and other drug use on campus and harm reduction techniques when using alcohol and other drugs off campus.

VIII. AU International Student Orientation 2018

A one-hour presentation for graduate students informing them of the policies regarding alcohol and other drug use on campus and harm reduction techniques when using alcohol and other drugs off campus.

IX. Bridges House Party 2017

AOD Coordinator provides basic information regarding harm-reduction, the effects of alcohol, cannabis, tobacco and other drug use to the students enrolled in the Bridges to Adelphi Program and their parents. This interactive 60 minute program is an annual event.

X. Drunk Driving Obstacle Course

Students and/or employees are provided goggles meant to simulate one's vision at .08% blood alcohol concentration. Then, the student and/or employee is seated behind the wheel of a Public Safety Security cart and asked to drive through an obstacle course without hitting any cones. The event allows students and/or employees the opportunity to see just how dangerous it is to use alcohol and operate a vehicle while impaired or intoxicated.

XI. Defensive Driving Class

Offered at a discounted rate of \$5, this six-hour class is offered twice annually to students and employees. This course is designed to teach students and employees driving strategies that help minimize risks associated with hazards on the road. In addition, this defensive driving course includes applicable New York state traffic laws that help drivers use safer driving techniques to avoid and prevent accidents. A 10% discount on their insurance is often applied as well as a result of completing the class.

XII. Narcan Training

This is offered as a free service to both on and off campus communities. Participants can expect to learn: the history of the drug trade in the US, signs and symptoms of opioid overdose, steps in how to respond to an overdose and how to administer naloxone and the benefits of the NYS 911 Good Samaritan Law including the importance of calling emergency medical services.

XIII. National Prescription Drug Take Back Day (Taken from dea.gov)

The National Prescription Drug Take Back Day addresses a crucial public safety and public health issue. According to the 2015 National Survey on Drug Use and Health, 6.4 million Americans abused controlled prescription drugs. The study shows that a majority of abused prescription drugs are obtained from family and friends, often from the home medicine cabinet. The DEA's Take Back Day events provide an opportunity for Americans to prevent drug addiction and overdose deaths.

XIV. The Pre-Party: A Harm Reduction Alcohol Awareness Event

Sponsored by the fraternities and sororities at Adelphi University, the students will host a social event that includes alcohol but does not center on it. The goal is to demonstrate a social event that does not require the overuse of alcohol in order to be successful. This event is a collaboration between numerous departments and organizations.

XV. Wine Tasting 101

Sponsored by the Division of Student Affairs and the University's Auxiliary Services, this event provides students with basic knowledge of wines including when and how to use alcohol with employers, colleagues and on job interviews. This event is intended for all students 21+ years old.

XVI. Know Before You Go

This event, provided to the residents on campus, demonstrates to students just what a standard drink looks like. Students are asked to pour water into a cup to a level they believe to be a standard drink. Once poured, their drink is compared to the industry standard of 5 oz of wine, 12oz beer, and 1.5oz of liquor.

XVII. Semester Training with Conduct Officers

At the end of the fall semester, AOD Coordinator shared information and discussed strategies with conduct officers.

XVIII. Stress Management Workshop with Health Education

Each year, AOD Coordinator provides a stress management workshop to graduate students enrolled in health education. Part of this workshop involves a presentation on the relationship between stress and substance use. AOD Coordinator provides adaptive coping mechanisms to replace substance use in the event of overwhelming stress,

XIX. Suicide Prevention Workshop

AOD Coordinator provided information on the relationship between substance use and suicide.

XX. 21st Birthday Card Program

This harm reduction program is modeled after a national campaign to help of-age students celebrate their birthdays in healthy ways even if they use alcohol. Birthday cards are sent to students on or just before their 21st birthday that contains information on how to celebrate responsibly. Harm reduction techniques are included and a free non-alcoholic drink promotion is provided as well.

- XXI. The Long Night Against Procrastination: Finals Week Assistance**
During finals week, AOD Coordinator is available to assist students who need assistance coping with the stress of exams so they do not abuse alcohol or other drugs.
- XXII. National Collegiate Alcohol Awareness Week (October each year)**
Events, programs and educational workshops that take place during National Collegiate Alcohol Awareness Week are designed for all members of the Adelphi University Community. The goal is to provide information so attendees make informed choices about their substance use.
- XXIII. Alcohol Awareness Month (April each year)**
Events, programs and educational workshops designed to address alcohol and other drug use. We employ a harm reduction method to all programming during this time and it is open and available to all faculty, staff and students.
- XXIV. Yellow Balloon Project**
The Yellow Balloon Project is a sober social support program designed for students. Its intention is for students to have a sober network of friends while participating in on and off campus events.
- XXV. Red Watch Band Bystander Training**
Red Watch Band is an initiative geared toward undergraduate students who are interested in gaining knowledge, awareness, and skills to prevent student toxic drinking deaths and to promote a student culture of kindness, responsibility, compassion, and respect. The Red Watch symbolizes the “band” of students who are trained to “watch” over one another when “every second counts.”
- XXVI. Commuter Assistant Training**
This hour-long presentation to the student commuter assistants provided them with information about the Student Counseling Center and the Alcohol and Other Drugs Program
- XXVII. Certified Peer Educator Training**
Any student employed as an alcohol and other drugs peer educators will be trained and BACCHUS Certified.
<https://www.naspa.org/constituent-groups/groups/bacchus-initiatives/research-grants>
- XXVIII. Resident Assistant Training (2019/2020)**
With Public Safety, this one-hour presentation demonstrates new methods by which students use alcohol and other drugs. This presentation arms the resident assistant with a toolkit to use when observing the behaviors of their residents.

In addition to the Awareness programs, links are provided for prevention.

- Substance Abuse and Mental Health Services Administration
<https://www.samhsa.gov/>
- Need help or struggling with an addiction? Visit <http://nassaualliance.org> for a referral or call 516.481.4000 (NAFAS)
- This is your one-stop resource for comprehensive research-based information on issues related to alcohol abuse and binge drinking among college students:
<https://www.collegedrinkingprevention.gov>
- Mothers against drunk driving: <http://www.madd.org>
- Support for families struggling with their son or daughter’s substance abuse:
<http://www.drugfree.org>

Emergency Drills, Testing and Evacuation Procedures

The Adelphi University Department of Public Safety will, upon confirmation of an emergency, activate procedures to notify the individuals impacted and respond to and mitigate the threat to the health or safety of those individuals by utilizing appropriate measures to include emergency notification, emergency evacuation, “shelter in place” or other measures deemed necessary using the National Incident Management System (NIMS) structure.

Following the above measures, the Emergency Operation plan will provide structure and operational coordination when implemented for the Garden City Campus, Hauppauge Education & Conference Center, Manhattan Center, and Hudson Valley Center.

The Emergency Operations Center (EOC) is one of the most important tools in coordinating emergency functions. The EOC facilitates the decision-making process and response operations to major emergencies. The Adelphi University Emergency Operations Center was established to serve as the Command/Control and Communications Center for the overall Adelphi response to an emergency. At the EOC, the Emergency Response Team members shall coordinate, as necessary, with the Executive Vice President of Administration & Finance (Emergency Director), Chief Administrative Officer & Associate Vice President (Emergency Director Designee), and Executive Director of Public Safety (Operations Section Chief) for implementation and coordination of the campus Emergency Operations Plan and support as it pertains to their areas. Team members are to keep in constant communication with the Emergency Operations Center.

Evacuation drills are performed both live and in tabletop exercise. The purpose of evacuation drills is to prepare building occupants for organized evacuation in case of fire or other emergency.

Evacuation Procedures

Drills and tabletop exercises are conducted with the Garden City Police and Fire Departments each year on a minimum of three occasions. Following the drills and tabletop exercises, assessments and evaluation of the university's emergency operation plan to determine the plans compatibility to actual emergencies and where improvements can be made. The plan is updated each June if any updates and/or deletions are needed.

Public Safety conducts announced and unannounced drills and exercises. All drills and exercises are evaluated, documented, and records are maintained by a Public Safety Captain who is also the Emergency Management trainer and supervisor.

Garden City Campus

Appropriate action during an emergency evacuation depends on preparation. It is the responsibility of University employees to be aware of and be familiar with the emergency evacuation procedures. The procedures are intended to minimize injury, loss of life, damage to property, and insure an orderly evacuation of a building.

Anyone having evidence of, or seeing an immediate threat to life due to a fire or smoke condition, should go to the nearest fire alarm pull station and activate the alarm. Do not attempt to put a fire out unless there is a fire extinguisher nearby and the fire is small and under control.

Upon evidence of an emergency or at the direction of the Department of Public Safety and Transportation, the Garden City Police Department, Garden City Fire Department, or Evacuation Wardens, faculty and staff members in adjacent buildings shall assume responsibility for the evacuation of their building in an orderly manner.

Evacuation of buildings should be made through the nearest safe exit. There may be times when conditions warrant the use of other non-affected buildings for refuge. If directed, persons should proceed to the University Center, Center for Recreation and Sports, the Performing Arts Center, or the Swirbul Library. Fire hydrants, streets, and driveways must remain accessible to emergency vehicles. The Adelphi Department of Public Safety and Transportation will assist with the evacuations as personnel resources permit. The Department of Facilities Management shall proceed to the Incident Command Post (ICP) to offer technical assistance to emergency responders. Evacuation Wardens, faculty, and staff members will assist in maintaining order in the assembly areas until permission to re-enter has been given. Evacuation Wardens must report results and observations to an official of the fire department or Department of Public Safety.

If an incident occurs and the buildings or areas around you become unstable, or if the air outdoors becomes dangerous, it is usually safer to stay indoors, because leaving the area may expose you to that danger. Therefore the implementation of “shelter-in-place” is activated which means to make a shelter of the building that you are in, and with a few adjustments, this location can be made even safer and more comfortable until it is safe to go outside.

HOW TO SHELTER IN PLACE

What it means to “Shelter-in-Place”

If severe weather or an incident occurs and the buildings or areas around you become unstable, or if the air outdoors becomes dangerous due to toxic or irritating substances, it is usually safer to stay indoors, because leaving the area may expose you to that danger. Thus, to “shelter-in-place” means to make a shelter of the building that you are in, and with a few adjustments this location can be made even safer and more comfortable until it is safe to go outside.

Basic “Shelter-in-Place” Guidance

If an incident occurs and the building you are in is not damaged, stay inside in an interior room until you are told it is safe to come out. If your building is damaged, take your personal belongings (purse, wallet, etc.) and follow the evacuation procedures for your building (close and lock your door, proceed to the nearest exit, and use the stairs instead of the elevators). Once you have evacuated, seek shelter at the nearest university building quickly. If police or fire department personnel are on the scene, follow their directions.

How You Will Know to “Shelter-in-Place”

A shelter-in-place notification will come from the Department of Public Safety via the RAVE university mass notification system and/or Emergency Public Address System announcement.

General Building Evacuations

1. When a fire alarm sounds or when directed by other means to evacuate a building, all occupants shall immediately evacuate.
2. Never use elevators during an emergency evacuation unless absolutely necessary.
3. Be aware of the marked exits from your location in the building.
4. Know the location of fire pull stations and fire extinguishers and know how to use them.
5. When the building evacuation fire alarm is sounded or when you are directed to leave by a member of the Garden City Fire Department, the Garden City Police Department, Evacuation Warden, or a member of the Department of Public Safety and Transportation, walk quickly but do not run to the nearest marked exit and ask others to do the same.
6. Once outside, proceed to a clear area at least 150 feet (half a football field) upwind from the building. Keep walkways clear for emergency vehicles. Adelphi Public Safety Officers will assist with directions.
7. An Incident Command Post (ICP) will be established near the emergency site by the Department of Public Safety and Transportation; keep clear of the ICP unless you have important information to report.
8. Do not return to the building until you are told to do so by a representative of the Garden City Fire Department, Garden City Police Department, the Evacuation Warden, or a member of the Department of Public Safety and Transportation.

Adelphi University Centers: Hudson Valley, Manhattan, and Hauppauge

The Hudson Valley, Manhattan, and Hauppauge Centers are in leased spaces and do not occupy more than one floor of the shared building. Emergency evacuation drills are conducted by the building management personnel and are guided by the local code. There are no residence halls at any of the centers. Public Safety from the main campus in Garden City will go to these centers and train the individuals at the center on campus evacuation and procedures.

Testing and Publishing the Emergency Operations Plan and Emergency Evacuation Procedures

The Department of Public Safety will test our Emergency Operations Plan (EOP), which includes Emergency Evacuation Procedures, annually. The University will (1) test the university emergency response and evacuation procedures on at least an annual basis, and (2) publicize our emergency response and evacuation procedures, along with a summary of the test. In addition, the Emergency Operations Plan (EOP) is updated and published on an annual basis. The publishing of the “Annual Notification of Emergency Response Testing and Procedures *YEAR*” is posted on the News & Announcements web page under safety.adelphi.edu.

Emergency Operations Plan

The Adelphi University Emergency Operations Plan (EOP) and hereinafter referred to as “The Plan,” has been designed as a guide for administrators and their designees in planning for, and responding to campus emergencies. This Plan utilizes an all hazards approach and covers an ever-expanding scenario of situations common to us as well as newer threats that need to be planned for in the 21st century.

An all-hazard plan will provide structure and operational coordination when implemented for the Garden City Campus, Hauppauge Education & Conference Center, Manhattan Center, and Hudson Valley Center. The Plan contains various components that, when a situation occurs will allow for maximum flexibility to facilitate operational coordination and information sharing between the campus and outside agencies.

The University policies and procedures contained herein are expected to be followed by all administrators and staff. While the Plan does not cover every conceivable situation, it does provide basic administrative guidelines necessary to cope with most campus emergencies.

Campus emergency operations will be conducted within the framework of University guidelines. Any exception to the procedures outlined in the Emergency Operations Plan will be conducted only by, or with the approval of, those University administrators responsible for directing and/or coordinating emergency operations.

Below you will find a link to the Plan as well as the Table of Contents. It is also available at the Department of Public Safety and Transportation in Levermore Hall.

Special Attention:

All are strongly encouraged to review and become thoroughly familiar with the section entitled “Emergency Evacuations of Buildings” also stated above.

Note: The general public cannot access the Emergency Operations Plan including students’ parents or guardians. Access to the Plan can only be made through your eCampus login.

Download the entire Emergency Operations Plan (PDF) at safety.adelphi.edu/eop.

Crisis Management and Emergency Operations Plan and Definition
safety.adelphi.edu/crisis

Evacuation of Campus Buildings
safety.adelphi.edu/evacuation

Tornado/Severe Thunderstorms, Hurricanes, Winter Storms and Blizzards, Earthquakes
safety.adelphi.edu/storms

Bomb Threats/Suspicious Packages
safety.adelphi.edu/bomb

Media and Public Inquiry
safety.adelphi.edu/media

Hostile Intruders and Lockdowns
safety.adelphi.edu/lockdown

Civil Disturbance and Demonstrations
safety.adelphi.edu/civil

Explosion
safety.adelphi.edu/explosion

Hazardous Material Incident
safety.adelphi.edu/incident

1. Hazard Communication Program
safety.adelphi.edu/hazard
2. Asbestos Management Program
safety.adelphi.edu/asbestos
3. Respiratory Program
safety.adelphi.edu/resp

Major Utility Failure
safety.adelphi.edu/utility

Garden City - Hazardous Material Response
Section 11 “The Garden City Hazardous Material Response” is available for viewing by appointment in the Department of Public Safety Office.

Garden City Police Department Disaster Control Procedures
Section 12 “The Garden City Police Department Disaster Control Procedure” is available for viewing by appointment in the Department of Public Safety Office.

Nassau County Office of Emergency Management Message and Links
nassaucountyny.gov/1620/Emergency-Management

Definitions & Standard National Incident Management System Acronyms
safety.adelphi.edu/acronyms

Emergency Response Matrix Concept of Operations
safety.adelphi.edu/wp-content/Emergency-Response-Matrix-Concept-of-Operations

Emergency Operations Center Forms and Checklists
safety.adelphi.edu/forms

Pandemic/Influenza Plan
safety.adelphi.edu/flu

Investigating Report of Missing Person
safety.adelphi.edu/missing

Threat Assessment Team
safety.adelphi.edu/tat

Important Web Links
safety.adelphi.edu/links

Appendix I – Crisis Communications Plan
safety.adelphi.edu/Appendix-I-Crisis-Communications-Plan

Missing Students Policy

Adelphi University has adopted and implemented a plan providing for the investigation of any missing student. These plans provide for the coordination of the investigation of missing students with local law enforcement agencies. This plan includes, but is not limited to, Memorandums of Understanding with the Garden City Police Department and the New York City Police Department. The University will notify the appropriate local law enforcement agency within 24 hours of the determination that the student is missing, unless the local law enforcement agency was the entity that made the determination that the student is missing.

How to Report a Missing Student:

All reports of a missing student, including a student living on campus who is missing more than 24 hours, should be made immediately to the Department of Public Safety at 516.877.3511. The Department will immediately contact the Vice President & Dean of Student Affairs by telephone. Be prepared to give your name and phone number as well as provide all information possible regarding the missing person including a physical description, what they were wearing when they were last seen, where they were last seen, what physical condition they were in when last seen, if they are driving or have a vehicle and its description and who they were with. Be prepared to provide information on any medical or other special conditions that you know about.

The Department of Public Safety, in conjunction with the Dean of Student Affairs, will attempt to determine whether the student is, in fact, missing. Steps that may be taken, depending on the circumstances:

- Public Safety, Vice President & Dean of Student Affairs, or designee will attempt to contact the student through all reasonable and available means.
- Public Safety will investigate the validity of the missing person report and manage the information according to its established investigative standards
- Public Safety may notify appropriate University personnel and seek their aid in the investigation (i.e. Residential Life, Student Counseling Center, Health Services, etc.)

If Public Safety or Student Affairs is unable to locate the missing student, the student is not known to have returned to the University (or otherwise located), or Public Safety has determined that the missing student has been missing for more than 24 hours, Public Safety will notify the local police,

At Adelphi University each student completes a “Student Emergency and a Missing Student Contact Registration Form” in order to receive their Adelphi Identification Card. The form gives the student the option to identify an individual to be notified by Adelphi University (AU) if a student is determined to be missing. If a student is determined missing, AU will also notify the appropriate law enforcement agency no later than 24 hours after the student determination.

EMERGENCY INFORMATION

Contact Person: _____
(Last) (First) (M.I) (Relationship)

Address: _____
(No.) (Street) (City) (State) (Zip Code) (Country)

(Contact Cell Phone) (Contact Home Phone) (Contact E-Mail)

STUDENT OPTION: **MISSING STUDENT CONTACT REGISTRATION FORM** Check here if same as the Emergency Information

You have the option to identify an individual to be notified by Adelphi University (AU) if you are determined to be missing. If you are determined missing, AU will also notify the appropriate law enforcement agency no later than 24 hours after the time you are determined missing. In addition, if you are under 18 years of age and not an emancipated individual, AU is also required to notify your custodial parent or legal guardian if you are determined to be missing. Please check the box if you are under 18 and not an emancipated individual. (An "emancipated individual" refers to a minor who is self-supporting and independent of parental control, usually as a result of a court order).

Contact Person: _____
(Last) (First) (M.I) (Relationship)

Address: _____
(No.) (Street) (City) (State) (Zip Code) (Country)

(Contact Cell Phone) (Contact Home Phone) (Contact E-Mail)

PLEASE SIGN

Signature: _____ Date: _____

Adelphi Email: _____ Alternate Email: _____



Students are advised that the missing student contact information will be considered confidential, accessible only to authorized campus officials and law enforcement and will not be disclosed outside of a missing person's investigation.

Note Regarding Parents/Guardians and Emergency Contacts of Resident Students:

- If the student is under 18 years of age and not an emancipated individual, the University is required to notify a custodial parent or guardian or any other designated contact person no later than 24 hours after the time that the student is determined to have been missing.
- If the student is over 18 years and provided a missing student contact or emergency contact, that missing student contact or emergency contact must be notified no later than 24 hours after the student is determined to have been missing. Students' missing student contact or emergency contact information will be registered confidentially, and this information will be accessible only to authorized campus officials. It may not be disclosed, except to law enforcement personnel in furtherance of a missing person's investigation.
- If a parent/guardian, missing student contact, or emergency contact cannot be reached, the local police must be informed no later than 24 hours after the student is determined to have been missing.

Violent Felony Offenses

Under New York State Education Law, section 355 the University has implemented a violent felony offense plan. Any violent felony occurring on the Garden City campus or any of the Adelphi centers will cause for immediate notification to the appropriate jurisdiction. The Garden City campus and the Manhattan Center have Memorandums of Understanding between the University and the Garden City and New York City Police Departments agreeing to the coordination, response and subsequent investigation of violent felonies.

Safety Brochures

Brochures and crime prevention pamphlets are available at Student Affairs Offices and the Department of Public Safety and Transportation or by visiting the Public Safety website under Crime Prevention and Reporting Brochures. Subject matter deals with a variety of tips on protecting one's self from crime.

Bias Crimes: What Every Adelphi Student Needs to Know

Also called hate crimes, bias crimes are criminal acts such as aggravated harassment, arson, assault, criminal mischief, or murder committed by an individual(s) motivated by a bias against the victim's age, ancestry, color, disability, gender or gender identity, national origin, race, religion, religious practice, or sexual orientation.

Brochure available at safety.adelphi.edu/prevention-reporting/brochures/

1-Domestic Violence, Dating Violence, Stalking: What Every Adelphi Student Needs to Know

2-Domestic Violence, Dating Violence, Stalking: What Every Adelphi Employee Needs to Know

Domestic violence and dating violence are offenses which exhibit a pattern of coercive tactics, including physical, psychological, sexual, economic, and emotional abuse perpetrated by one person against an adult intimate partner, with the goal of establishing and maintaining power and control over the victim. Stalking is a course of unwanted conduct directed at a particular person designed for no legitimate purpose other than to place the person or a third person in reasonable fear of physical, emotional or mental harm.

Brochure available at <https://hr.adelphi.edu/title-ix/brochures-and-publications/>
<https://safety.adelphi.edu/prevention-reporting/brochures/>

1-Sexual Assault: What Every Adelphi Student Needs to Know

2-Sexual Assault: What Every Adelphi Employee Needs to Know

Sexual assault describes all forms of sexual violence against male and female victims, including intercourse (rape), oral and anal penetration, penetration with an object, and touching and fondling sexual body parts by force or threat of force and without consent.

Brochure available at <https://hr.adelphi.edu/title-ix/brochures-and-publications/>
<https://safety.adelphi.edu/prevention-reporting/brochures/>

Personal Theft: What Every Adelphi Student Needs to Know

Theft is the #1 reported crime on college and university campuses. This brochure is a brief guide on how to safeguard your property and what to do if you are a victim of theft.

Brochure available at: <https://safety.adelphi.edu/prevention-reporting/brochures/>

Emergency Procedures

If an emergency procedure is required, remain calm and contact public safety. Provide assistance to others if necessary.

Brochure available at: <https://safety.adelphi.edu/prevention-reporting/brochures/>

Annual Security Report and Fire Evacuation Tips

These evacuation tips will help you in case of an emergency.

Brochure available at: <https://safety.adelphi.edu/prevention-reporting/brochures/>

NYS Penal Law Vs. Campus Disciplinary Procedure

The New York State Education Law Article 129-B requires that college/university or other officials explain differences between college/university processes and the criminal justice process in addressing sexual and interpersonal violence.

Brochure available at: <https://safety.adelphi.edu/prevention-reporting/brochures/>

Note: The University and the Garden City and New York City Police Departments have a signed Memorandum of Understanding agreeing to the coordination, response and subsequent investigation of sexual assault crimes.

ID Cards for Students, Alumni, and Employees

University identification cards (ID cards) are required and are issued to all faculty, staff, and students. ID cards are necessary to access all residence halls or academic and administrative buildings, use of the library, entry to sports events, and all University facilities. ID cards expire upon leaving the employment of the University or upon a student's graduation or leaving the University. Alumni ID cards are issued upon request after confirmation of alumni status. For information on hours of operation please visit website safety.adelphi.edu/id-cards.

For your convenience, you are now able to obtain an electronic version of the Adelphi identification card on your smartphone using the AU2Go mobile app. However, the physical I.D. card distributed by Public Safety remains the only official identification for access control to buildings, parking facilities, venues and when requested by an official of the University.

Alumni I.D. cards are issued upon request after confirmation of Alumni status.

How to Get a Physical I.D. Card

- Go to the Office of Public Safety and Transportation in Levermore Hall or call us at 516.877.3500
- Current students should bring a form of identification (i.e. License, Passport), in addition to, proof of payment, confirmation of classes, and/or other evidence that you are currently registered at the University.
- Alumni should provide a photo I.D. and student number (if known) for status confirmation.

Lost or Damaged I.D. Cards

- There is a \$15 replacement fee for lost or damaged I.D. cards.

Student Protection Program

The Department of Public Safety has arranged for a number of merchants in the immediate Garden City area to post stickers in their windows, identifying them as safe places for student assistance in the case of an emergency.

Program Participants

Dunkin Donuts

334 Nassau Blvd.
Garden City South

E-Liquids Smoke Shop

34 Nassau Blvd.
Garden City South

Garden City Auto Repair

347 Nassau Blvd.
Garden City

Kravingz

263 Nassau Blvd.
Garden City

La Rosa's Pizzeria

504 Hempstead Tpke.
West Hempstead

Luigis Shoe Repair

12 Nassau Blvd.
Garden City

My Three Sons Bagel Cafe

295 Nassau Blvd.
Garden City

Premier Barber Shop

12 Nassau Blvd.
Garden City

Prime Meats

4 Nassau Blvd.
Garden City

Rite Aid

498 Hempstead Tpke.
West Hempstead

South City Gardens

267 Nassau Blvd.
Garden City South

Stop & Shop

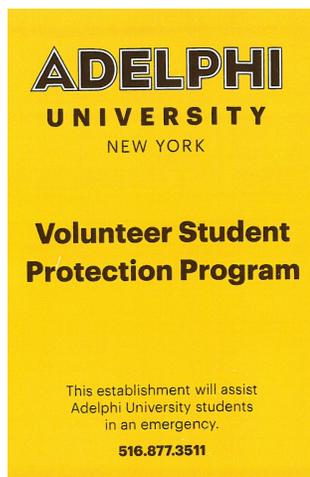
50 Cherry Valley Ave.
West Hempstead

Subway

508 Hempstead Tpke.
West Hempstead

Xin Xing

30 Nassau Blvd.
Garden City South



Radio & Television Stations

The following radio and television stations are utilized to advise staff, faculty, students, parents and the general public relative to University closings:

AM Radio Stations

WCBS 880 AM

WINS 1010 AM

WHLI 1100 AM

WFAN 660 AM

WLNY 1055 AM

FM Radio Stations

WLNG 92.1 FM

103.1 MAX FM

THE SHARK- 94.3 FM

WBAB 102.3 FM

WBLI 106.1 FM

K-98.3 FM

WALK 97.5

Television Stations

WCBS Channel 2

WNBC Channel 4

News 12 (Cablevision)

Campus TV Channel 109

Annual Fire Safety Report

To report a fire on campus call **Public Safety at 516.877.3511** or dial **“5”** from any campus phone.

Adelphi University has long been committed to maintaining a comprehensive fire safety program for all members of the Adelphi community with the assistance of our students, faculty and staff, and through the cooperative efforts of the Garden City Fire Department, Nassau County Fire Marshal’s Office, and the New York State Office of Fire Prevention. Our fire safety program has contributed to what we believe is an excellent record of safety.

At Adelphi University, all residence halls have a sprinkler/standpipe system. All residence halls have a smoke detection system with automatic alerting to the fire department and public safety. All Residence halls have carbon monoxide detection in full compliance with Amanda’s Law. The Kerry Rose Fire Sprinkler Notification Act provides written information on fire safety and sprinkler systems to all students residing in University residence halls. Residence halls are all equipped with fire extinguishers and emergency lights.

Fire Safety Systems in Residential Facilities

Facility	Chapman Hall	Earle Hall	Eddy Hall	Linen Hall	New Hall A	New Hall B	Waldo Hall
Sprinkler/Standpipe System (Full)	Yes	Yes	Yes	Yes	Yes	Yes	Yes
Smoke Detection System with Automatic Alerting (To Public Safety and Local Fire Department)	Yes	Yes	Yes	Yes	Yes	Yes	Yes
Carbon Monoxide Detection	Yes	Yes	Yes	Yes	Yes	Yes	Yes
Fire Extinguishers	Yes	Yes	Yes	Yes	Yes	Yes	Yes
Emergency Lights	Yes	Yes	Yes	Yes	Yes	Yes	Yes
Evacuation Plans & Placards	Yes	Yes	Yes	Yes	Yes	Yes	Yes
Number of Evacuation (Fire) Drills Calendar Year 2018	4	4	4	4	4	4	4

Adelphi University is concerned about the safety of every individual on campus and therefore has very strict fire safety regulations. Students who do not observe these regulations jeopardize the safety of others on this campus and therefore will be subject to disciplinary action and/or fines.

State law requires that hallways and stairways be completely clear at all times. This means that students cannot store anything in these areas (examples: shoes, clothes racks, boxes, furniture, and bicycles.)

Fire and life safety programs must receive community-wide support in order to be effective. Cooperation from all students at fire drills, announced and unannounced, is expected. Students who do not vacate in a timely manner are subject to disciplinary action. There are a minimum of four fire drills conducted in each of the residence halls each year. Two drills are conducted in the evening, and two are conducted during the day. Public Safety Officers conduct the drills in conjunction with the Resident Assistants or Residential Hall Directors, when available, in each Residence Hall. The Resident Assistants or Residential Hall Directors, when available, assist Public Safety in the evacuation process during both fire drills and actual alarms guiding students outside of the building and to aid in accounting for those occupants who have evacuated. Students are encouraged to take the opportunity of a fire drill to learn the quickest and safest ways out of the residence halls

Policies for Education and Program

Fire safety education programs for all students and staff living or working in on-campus residence halls are held at the beginning of each semester. These programs are designed to familiarize everyone with the fire safety system in each residence hall, train everyone on the procedures to be followed in case there is a fire, and distribute information on the University's fire safety policies. During the training, Residential Life distributes a fire safety instructional brochure containing a copy of the Kerry Rose Fire Sprinkler Notification Act. They also discuss policies and procedures regarding electrical appliances, smoking, and open flames. During these training sessions, it is emphasized that all must participate in fire drills.

The Garden City Fire Department visits the campus to hold seminars for residence hall directors and all resident hall assistants. The training includes video presentations followed by a "smoke out" whereby a hallway is filled by "smoke" so the participants are trained on how to respond.

All are encouraged to visit the public safety website for more information and tips at safety.adelphi.edu/resources/fire.

Fire Reporting and Evacuation Response

The Department of Public Safety Command Center monitors all building fire alarms 24 hours a day, 7 days a week. In the event of a power failure, the individual fire alarm system panels have standby batteries to power alarm detection and evacuation signals in case of normal power failure in accordance with applicable codes and standards. In the event that the fire system is not working, not due to a power failure, a Fire Watch is implemented and provided by a trained Adelphi University Public Safety Officer, in accordance with Nassau County Law.

Upon discovery of a fire, students, staff and faculty are urged to activate the building fire alarm by pulling the handle on a red fire pull station, evacuate the building, and contact the Department of Public Safety. If individuals are in the building and the alarm goes off, they should go outside by the shortest possible route and wait until permission is given to re-enter the building.

Escape Plans

In the event of a fire, remember - time is the biggest enemy and every second counts! Escape plans help you get out of your home or location quickly. In less than 30 seconds, a small flame can get completely out of control and turn into a major fire. It only takes minutes for a location to fill with thick black smoke and become engulfed in flames.

Emergency Evacuations

On occasion, the University must evacuate a building or buildings. Although evacuations are usually fire related (fire alarms, fire drills) evacuations are not always fire related. A structural issue, threats both natural and man-made may also necessitate an evacuation. In order to provide the University community with a safe and orderly evacuation everyone's assistance is required. Faculty, administrators, and staff need to be informed and must act appropriately in a leadership role when an occasion to evacuate a building or buildings is necessary. Knowing what to do and how to respond to an emergency is of utmost importance to the safety of others as well as yourself. Some faculty and/or staff may be requested to take on the added title and responsibility of Evacuation Warden. Those who agree to act in that capacity will receive training in properly responding to a building evacuation.

Evacuation Warden

An Evacuation Warden is requested to remain behind briefly and only if it is safe to do so, to verify that people have been evacuated and assist anyone in need. Essentially, this requires the evacuation wardens to check their assigned area ensuring that everyone has been safely evacuated. The evacuation warden will receive additional training in fire safety and evacuation procedures provided by Public Safety and the Fire Department.

Procedure:

In the event of a fire, remain calm. If you must take immediate action, use your judgement as to the safest course of action, guided by the following information:

If the fire is in your residential room:

- Close the door to the room where the fire is located after leaving the room.
- Make sure EVERYONE leaves the room with you.
- Take your keys.
- Close the entrance door as you exit, but do not lock the door.
- Ensure that nearby persons are aware of the emergency. You can alert them by knocking on the doors on your way to the exit.
- Use the nearest stairway to leave the building.
- DO NOT USE THE ELEVATOR
- Once you reach a safe location, call Adelphi Public Safety (516.877.3511) and 911. Do not assume the fire has been reported unless Adelphi University Public Safety and firefighters are on the scene.
- If known, notify responding emergency personnel if anyone is unaccounted for.

If the fire is not in your residential room:

- If you can safely exit your room, follow the instructions for a “fire in your room” above.
- If you cannot safely exit your room, stay inside and listen for instructions from firefighters, unless conditions become too dangerous.
- When you exit your room, first feel your room door and doorknob with the BACK OF YOUR HAND. If they do not feel hot, open the door slightly, with face and body away from ajar door, and then check if there is any flame or smoke in the hallway. If safe to exit, follow instructions for “fire in your room” above.
- If you cannot safely exit your room or building, call Adelphi Public Safety at 516-877-3511 or “5” from any campus phone, call 911 or the Fire Department Dispatcher (516-742-3300) and inform them of your situation. Provide the address/building name, floor, room number, and the number of persons present.
- Seal the room door with wet sheets or towels. Seal air ducts and any other openings where smoke may enter.
- Open windows a few inches at the top and bottom unless flames or smoke is coming from below.
- Do not break any windows; they may need to be closed later.
- If conditions in the apartment appear life threatening, open a window and wave a bed sheet or towel side-to-side to attract the attention of firefighters.
- If smoke conditions worsen before help arrives, get down on the floor and take short breaths through your nose.

The above procedure is effective for all residential facilities on campus.

Tips

- Always know at least two (2) escape routes and emergency exits from your building.
- Learn where the nearest fire alarm pull station is.

- Know how many doors are between your room and the exit stairwells in the event that you might have to crawl to safety because of heavy smoke. Take time to focus on a mental picture of the route you intend to use to exit your building.
- Check your door before you open it. Feel with the back of your hand, and if it feels hot to the touch, do not attempt to leave. Without delay, telephone the Department of Public Safety and Transportation by dialing #5, 3507, 3511, or 911. Remain calm and inform the answering officer of your name, location, and nature of the emergency. Next, go to the window and wait there to attract arriving firefighters.
- In the event that you are able to exit your room do the following:
 - Take an outer garment with you.
 - Close the door and windows behind you.
 - Calmly proceed to the nearest safe stairwell while knocking on all other resident doors alerting them of the emergency condition.
 - Assist anyone with special needs.
 - Use the stairs. If possible do not take the elevator. Smoke rises into elevator shafts.
 - Stay on the right side of the stairwell as you descend in order to allow fire fighters enough room to quickly move to the emergency floor.
 - Exit building and move 150 feet from the entrance in order to allow others to safely exit and fire fighters to move freely to the emergency.
 - Re-enter the building only upon the orders of the fire department.
 - Finally, never think that it's probably just another fire drill, or it's not really a fire.

National Fire Prevention

The Adelphi University Department of Public Safety and Transportation would like to remind everyone that National Fire Prevention Week is usually the second week in October in which the University actively participates.

Annual observances like National Fire Prevention Week are excellent opportunities to focus on fire hazards. But we should all practice fire safety every day – at work, at play, and particularly at your residence. The most common causes of home fires result from cooking, heating, electrical malfunction, smoking materials and candles.

Fire Violations Disciplinary Actions

The University bans dangerous items from resident's rooms such as candles, microwaves, hot plates, floor lamps, holiday decorations, and lights. Candles (including those used for religious purposes), incense, and other open flame devices are not allowed in residential buildings or classrooms. Smoking is prohibited in all areas of all University residence halls. Smoking devices including, but not limited to pipes, bongs, vapor/e-cigarettes and hookahs are not permitted in the residence halls. Students who violate the above will be referred to the Dean's Office and may be disciplined up to and including suspension or dismissal from the University.

Students who misuse, tamper, or otherwise disturb fire safety equipment, including detectors, fire extinguishers, pull stations, and fire doors, or remove batteries from detectors are subject to fines as well as the cost of restoring the equipment. (See Adelphi's Fire Violations Disciplinary Actions later in this report.) These students will be referred to the Dean's Office and may be dismissed or suspended from the University.

When a student is found to be responsible for fire safety violations, the following are typical sanctions. Depending on the circumstances of the specific case, the person hearing body imposing the sanctions may impose additional or more severe sanctions.

1. Violation: Causing a Fire

- a. Disciplinary Action: Careless or Reckless: \$100 fine, restitution for property damage, and one year University disciplinary probation, and residence hall probation for a resident student.
- b. Disciplinary Action: Intentional (Arson): Referral to police/fire authorities for prosecution, restitution for property damage, and expulsion from the University

2. Violation: Knowingly Filing a False Fire Alarm

- a. Disciplinary Action: Referral to police/fire authorities for prosecution, \$250 fine, and one year suspension from the University

3. Violation: Activating a smoke, heat or beam detector, pull station or carbon monoxide alarm

- a. Disciplinary Action: Careless or Reckless: \$100 fine
- b. Disciplinary Action: Intentional: Referral to police/fire authorities for prosecution, \$250 fine, and one-year suspension from the University.

4. Violation: Activating the Sprinkler System

- a. Disciplinary Action: Careless or reckless: \$100 and restitution for property damage.
- b. Disciplinary Action: Intentional: Referral to police/fire authorities for prosecution, \$250 fine, restitution for property damage, and a one-year suspension from the University.

5. Violation: Tampering with Fire Equipment

- a. Disciplinary Action: \$250 fine, restitution for property damage, and one year University disciplinary probation (and residential hall probation for a resident student).

6. Violation: Failure to Evacuate During a Fire Alarm

- a. Disciplinary Action: First Offense: \$100 fine.
- b. Disciplinary Action: Second Offense: \$200 fine, seven-day suspension from the residence halls and residential hall probation (if resident student).
- c. Disciplinary Action: Third Offense: Permanent removal from housing (if a resident student) and possible suspension from the University.

Notes:

In New York State, knowingly filing a false fire alarm is a felony punishable by a minimum of one year in prison.

As per University practice, students arrested on the complaint of the University shall be placed under Emergency Suspension pending the outcome of the case. Repeated fire

safety violations will result in harsher sanctions, which may include suspension or expulsion from the University.

The University may terminate a student's Residence Hall Agreement at any time for violation of the University's policies concerning student conduct and discipline, regulations governing the residence halls, non-payment, or for health, safety, or social reasons.

Definitions

- **Fire:** Any instance of open flame or other burning in a place not intended to contain the burning or burning in an uncontrolled manner.
- **Fire Drill:** A supervised and scheduled orderly evacuation of faculty, staff, students and visitors from a facility for the purpose of ensuring the safety of occupants during an actual emergency. Fire drills are conducted at various times throughout the year to provide occupants familiarization with a facility's fire safety features and avenues of egress. In the residence halls and places of assembly fire drills are conducted a minimum of four times a year, two of which are in the evening.
- **Fire Log:** The Department of Public Safety and Transportation maintains a daily campus fire log in the public safety command center, Levermore Hall. This log records incident number, date of fire, time of occurrence, general location of the fire in a residence hall, and cause if known. The fire log is accessible for public view for the most recent 60-day period during normal business hours. The University will make available any portion of the log older than 60 days within two business days of a request for inspection.
- **Fire-Related Death:** Any death occurring as a result of a fire, including death resulting from a natural or accidental cause while involved in fire control, attempting rescue, or escaping from the dangers of a fire or dies within one year of injuries sustained as a result of the fire that occurred in a residence hall.
- **Fire-Related Injury:** Any instance in which a person is injured as a result of a fire, including an injury sustained from a natural or accidental cause, while involved in fire control, attempting rescue, or escaping from the dangers of a fire. The term "person" may include students, employees, visitors, firefighters, or any individuals. For statistical purposes, a fire-related injury only includes individuals who are transported to a medical facility (even if they refuse treatment at the facility), treated at a temporary medical facility that is set up at the fire site, or individuals who are treated in an ambulance.)
- **Fire Safety System:** Any devices, systems or combinations of systems designed and intended to detect fire, activate alarms, suppress or control fires. Such systems may include smoke detectors, heat detectors, sprinklers or other similar systems.
- **Sprinklered Building:** A building in which all parts including dwelling units, common areas, refuse chutes, and utility rooms are protected by an automatic sprinkler system.

- **Partially Sprinklered Building:** Buildings in which only select areas are protected by an automatic sprinkler system.
- **Smoke Detector:** A device intended to sound an alarm upon sensing products of combustion. A smoke detector may also activate a visible signal and may sound locally or transmit a signal to a central station.
- **Property Loss:** Any damage to the structure and contents of an on campus facility as a direct result of an occurrence of a fire therein. Included in any assessment shall be any damage resulting from the suppression efforts.
- **Fire Protection Equipment:** All Adelphi University residence hall facilities are equipped with automatic fire detection and alarm systems, and are fully covered by sprinklers. The two newest residence halls, A and B, are equipped with carbon monoxide detectors in compliance with New York State law. The equipment is monitored by public safety and a central station 24 hours a day, 7 days a week, and 365 days a year.
- **Health and Safety Inspections:** The New York State Office of Fire Prevention perform annual fire inspections of all residence halls. Residence Life conducts monthly health and safety inspections with emphasis on fire related issues (e.g. prohibited items such as hot plate burners, extension cords, electric heaters, halogen lamps, Medusa Lamps, or lamps with plastic covers, etc.).
- **Smoking:** Smoking is prohibited in all areas of all University residence halls. Smoking devices including, but not limited to, pipes, bongs, and hookahs are not permitted in the residence halls.
- **Open Flame:** Candles, incense, outdoor grills, or any other type of open flame or open coil device are not permitted in the residence halls.

Plans for Future Improvements

Adelphi University is committed to ensuring that all on-campus housing is fully equipped. Fire safety is continually assessed to ensure compliance with all regulatory agencies and opportunities for improvement. In the past year, the Department of Public Safety has installed numerous *Safe T Sensors* in Residence Halls, which increases microwave fire safety by shutting off the power to the microwave at the first sign of smoke, and thereby helps prevent microwave fires and false/nuisance alarms.

The Department of Public Safety is looking into making ALL fire extinguishers in the Resident Halls Standardized to be the same type (ABC) to eliminate confusion as to what type to use on what kind of fire and make training easier, and provide better coverage. In addition, the Department of Public Safety is looking into placing “escape route” maps either behind every res hall door or in hallways in at least three (3) locations per floor. All plans for future improvements in fire safety, if determined necessary by the University, will be implemented with all due diligence and speed.

Emergency Campus Telephones

Emergency campus telephones are located both inside and outside of the Garden City Campus buildings. In case of emergency, dial 5 or extension 3507 or 3511 for immediate help. During normal business hours, questions may be directed to extension 3500. Calls from public telephones require dialing 516.877.3500.

Reporting Emergencies and Crimes

Garden City Campus

Dial 5 or extension 3507 or 3511 (on campus) or 911

Off Campus, The local Garden City Police Department is located at 349 Stewart Ave, Garden City, NY, 11530; Telephone: 516.465.4100 or for emergencies call 911.

If at one of the Adelphi Centers, one should:

Manhattan Center: Located at 75 Varick Street, NYC, NY, 10113

Call 212.965.8340 or contact the contract security officer located at the main entry to the Adelphi area on the second floor.

Off Campus, contact the New York City Police Department 1st Precinct located at 16 Ericsson place, NYC, NY, 10113; Telephone: 212.334.0611 or for emergencies call 911.

Hudson Valley Center: Located at Saint Francis Medical Arts Pavilion, 241 North Road, Poughkeepsie, NY, 12601.

Call 845.471.3348 or contact the contract officer at the main entry to the Adelphi area located on the fourth floor.

Off Campus, contact the local Police Department, Town of Poughkeepsie located at 19 Tucker Drive, Poughkeepsie, NY, 12601; Telephone: 845.485.3666 or for emergencies call 911.

Hauppauge Education & Conference Center: Located at 55 Kennedy Drive, Hauppauge, NY, 11788

Call 631.300.4367 or 516.237.8605 or contact the public safety officer located in the lobby.

Off Campus, contact the Suffolk County Police Department 4th Precinct located 727 Veterans memorial highway, Smithtown, NY, 11787; Telephone: 631.854.8400 or for emergencies call 911.

Campus Geographic Map and Emergency Phones Locations

Visit the Public Safety website for an interactive campus map with emergency phone locations: safety.adelphi.edu/phones



Campus Buildings

Angello Alumni House	AHE	Levermore Hall	LVH
Alumnae Hall	ALH	Nexus	NEX
Blodgett Hall	BLH	Performing Arts Center	PAC
Chapman Hall	CHH	Parking Garage	PG
Center for Recreation and Sport	CRS	Post Hall	PSH
Eddy Hall	EDH	Post Hall Annex	PSX
Earle Hall A	EHA	Residence Hall A	RHA
Earle Hall B	EHB	Residence Hall B	RHB
Early Learning Center	ELC	Science Building	SCB
Grounds Maintenance Building	GMB	Social Work Building	SWB
Hagedorn Hall Of Enterprise	HHE	Swirbul Library	SWL
Harvey Hall	HRH	University Center	UNC
Hy Weinberg Center	HWC	Woodruff Hall	WDH
Adele and Herbert J. Klapper Center for Fine Arts	KFA	Waldo Hall	WLH
Linen Hall	LNH		

Title IX

Title IX of the Education Amendments of 1972 (Title IX), and its implementing regulations, prohibit discrimination on the basis of sex in education programs or activities operated by recipients of federal financial assistance. Sexual harassment, which includes acts of sexual violence, is a form of sex discrimination prohibited by Title IX. An example of sex-based discrimination prohibited by Title IX would be sexual harassment, including sexual assault, occurring in connection with any academic, athletic, extracurricular, employment or other University program regardless of the location. Adelphi University is committed to providing an educational and employment community which is free of discrimination and harassment.

Adelphi University will investigate all complaints and information related to discrimination and/or harassment (including sexual misconduct, sexual assault, dating violence, domestic violence, stalking) in order to maintain a collegial and non-hostile environment conducive to learning and working, and free of retaliation.

To this end, all members of Adelphi University—students, employees and community partners—are encouraged to report complaints and information related to any type of harassment, sexual misconduct, discrimination or resulting retaliation. Some members of the university community are designated “Responsible Employees” and required to report allegations of sexual assault, domestic violence, dating violence, and stalking of which they have actual or constructive notice of immediately to the Title IX Coordinator. Examples of University “Responsible Employee’s” include Public Safety Officers, Resident Assistants, Deans, Faculty, Certain Administrators and Residential Housing Directors. All “Responsible Employees” receive training on their duties and responsibilities as mandated reporters.

When confidentiality is requested, it will be maintained to the greatest extent allowable.

Complaints may be made in person or through Adelphi University’s online (anonymous) complaint form hr.adelphi.edu/report/ to titleix@adelphi.edu, to any member of the University’s Anti-Harassment Panel listed in the University’s Anti-Harassment Policy hr.adelphi.edu/panel, to any employee who is considered a manager or supervisor, or to employees who work with the University’s Title IX Coordinator at safety.adelphi.edu/policies/title-ix.

Note: The Title IX Coordinator is responsible for assuring that all Title IX complaints are treated in accordance with the requirements of Title IX and should, therefore, be notified of all complaints and information that has been provided to others.

Renaire Frierson
Title IX Coordinator, Director of Equity and Compliance
Levermore Hall, Room 207
e - titleix@adelphi.edu
p - 516.877.4819

Advisory Committee

Adelphi University's Advisory Committee on Campus Security is composed of students, faculty, and staff. The committee reviews current campus security policies and procedures and makes recommendations for their improvement. The Dean/Assistant Vice President of Student Affairs will coordinate the Advisory Committee.

University & Community Threat Assessment Team

Preserving the safety and security of students and employees is a top priority for Adelphi, and one that requires commitment, coordination, and communication. To facilitate collaboration among the many individuals whose work affects our collective security, Adelphi established a University & Community Threat Assessment Team (U.C.T.A.T.).

Events nationally have made us all too aware of the random and unpredictable nature of violence. This important workgroup has been effective since it was established, and meets twice a month to address important issues. The Team will continue to be coordinated by the Department of Public Safety and is designed to monitor and discuss reported incidents and implement action plans as necessary. For a complete list of U.C.T.A.T. members visit safety.adelphi.edu/resources/threat-assessment-team.

You may recall that the establishment of a Threat Assessment Team was a recommendation of the Congressional report issued following the hostile intruder/active shooter tragedy at Virginia Tech in 2007. Adelphi was one of the first institutions of higher education in the country to implement this recommendation. The work of the Threat Assessment Team relates solely to addressing potential or actual serious safety issues involving members of the campus community. It does not supersede, supplant, or replace the University's current judicial procedure or the protocols for reporting incidents and safety concerns.

Any member of the campus community may become aware of a troubling situation that is causing serious anxiety, stress, or fear in or out of class. **If such a situation appears to be imminent, including possible immediate risk of violence to self or others, it should be reported immediately to the Department of Public Safety at 516.877.3511, or by dialing "5" from any campus phone.** All of these numbers are printed on the back of your Adelphi ID card.

More information about campus safety and answers to some frequently asked questions can be found at safety.adelphi.edu/resources/threat-assessment-team/faqs.

Annual Campus Security Crime Statistics

Adelphi University's annual security and fire safety report includes statistics for the previous three years concerning reported crimes that occurred on campus; in certain off-campus buildings or property owned or controlled by Adelphi University; and on public property within or immediately adjacent to and accessible from campus. The report also includes institutional policies concerning campus security, such as policies concerning alcohol and drug use, crime prevention, the reporting of crimes, hate crimes, sexual assault including Title IX, Violence Against Women Reauthorization Act of 2013 (VAWA), domestic violence, dating violence, stalking, annual fire safety report.

In preparing the annual disclosure of crime statistics, Adelphi University reviews its own investigative reports and crime reports from Campus Security Authorities. On at least an annual basis, the University also contacts the Garden City Police Department, New York City Police Department, Suffolk County Police Department and Poughkeepsie Police Department to ascertain whether any Clery crimes occurred in the University's Clery geography.

Per federal law, an institution may not withhold, or subsequently remove, a reported crime from its crime statistics based on a decision by a court, coroner, jury, prosecutor or other similar non-campus official. Furthermore, an institution must record a crime statistic for the calendar year in which the crime was reported to local police agencies or to a campus security authority.

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

Fire statistics for Manhattan, Suffolk, and Poughkeepsie Centers are not required because there are no campus student housing facilities at these locations. Only the Garden City Campus is required.

Garden City Campus - January 1, 2016- December 31, 2018

Number of Crimes Reported:

Crime Category	On Campus			Residence Halls			Non-Campus Building or Property			Public Property		
	2016	2017	2018	2016	2017	2018	2016	2017	2018	2016	2017	2018
Murder/ Non-Negligent Manslaughter	0	0	0	0	0	0	0	0	0	0	0	0
Manslaughter by Negligence	0	0	0	0	0	0	0	0	0	0	0	0
Rape*	6	9	0	4	8	0	0	0	1	0	0	0
Fondling*	1	3	1	0	2	1	0	0	1	0	0	0
Incest	0	0	0	0	0	0	0	0	0	0	0	0
Statutory Rape	0	0	0	0	0	0	0	0	0	0	0	0
Robbery	0	1	0	0	0	0	0	0	0	0	0	0
Aggravated Assault	0	0	0	0	0	0	0	0	0	0	0	0
Burglary**	1	7	1	1	1	0	0	0	0	0	0	0
Motor Vehicle Theft***	0	2	0	0	0	0	0	0	0	0	0	0
Arson ****	0	2	0	0	1	0	0	0	0	0	0	0
“Unfounded” crimes ^^^	0	0	2	0	0	2	0	0	0	0	0	0

* The six 2016 Rape offenses and one 2016 Fondling offense were committed by acquaintances.

* The nine 2017 Rape Offenses and three 2017 Fondling offense were committed by acquaintances.

** The seven 2017 Burglaries consisted of 2 burglary patterns committed by 2 individuals who were arrested.

*** Two 2017 MVT. One motorcycle moved from 1 parking spot to another on campus. One student took roommates Auto without permission then returned it.

**** The two 2017 Arsons: one arson in Eddy Hall, minor burn marks on metal door of bathroom; one arson in academic building, minor burn marks on plastic chair and wall, perpetrator arrested.

*There were no rapes reported to occur on campus for 2018. The Non-Campus Offense was committed by an acquaintance.

^^^ The 2018 Unfounded Crimes were Rape and they were unfounded by Nassau County Police Department Special Victims Unit.

Hate Crimes:

Includes crimes or incidents of Murder/Non-Negligent Manslaughter, Manslaughter by Negligence, Sexual Assault (Rape, Fondling, Incest, Statutory Rape), Robbery, Aggravated Assault, Burglary, Motor Vehicle Theft, Arson, Larceny-Theft, Simple Assault, Intimidation, and/or Destruction/Damage/Vandalism of Property motivated by the eight categories of bias (Race, Religion, Sexual Orientation, Gender, Gender Identity, Ethnicity, National Origin, and/or Disability).

Geographical Areas: On Campus, Residence Halls, Non-Campus Building/Property, and/or Public Property

2018: No hate crimes reported.

2017: No hate crimes reported.

2016: No hate crimes reported.

VAWA Offenses:

Category	On Campus			Residence Halls			Non-Campus Building or Property			Public Property		
	2016	2017	2018	2016	2017	2018	2016	2017	2018	2016	2017	2018
Domestic Violence	0	1	0	0	1	0	0	0	0	0	0	0
Dating Violence	7	9	2	4	6	0	0	0	0	0	0	0
Stalking	8	9	6	2	3	2	0	0	0	0	0	1

Number of Arrests For:

Category	On Campus			Residence Halls			Non-Campus Building or Property			Public Property		
	2016	2017	2018	2016	2017	2018	2016	2017	2018	2016	2017	2018
Liquor Law Violations	0	0	0	0	0	0	0	0	0	0	0	0
Drug Law Violations	4	0	0	4	0	0	0	0	0	0	2	0
Illegal Weapons Possession	0	0	0	0	0	0	0	0	0	0	0	0

Number of Persons Referred for Campus Disciplinary Action(s):

Category	On Campus			Residence Halls			Non-Campus Building or Property			Public Property		
	2016	2017	2018	2016	2017	2018	2016	2017	2018	2016	2017	2018
Liquor Law Violations	108	104	61*	108	104	58*	0	0	0	0	0	0
Drug Law Violations	6	19	25	6	19	16	0	0	0	0	0	0
Illegal Weapons Possession	0	0	0	0	0	0	0	0	0	0	0	0

Note: Detailed data reflects only reports of incidents and not their eventual dispositions.

*The lower liquor law violations for Campus Disciplinary Action are due to a consistent & significant increase in Prevention Programming in the last few years and especially in the last year, which had an impact on the awareness and therefore decrease in alcohol cases.

Fires In On Campus Student Housing Facilities at the Garden City Campus

2016 Fires Reported					
Name of Residence	Reported Fire	Nature/Cause of Fire	Number of Injuries	Number of Deaths	Value of Property Damage
Chapman Hall 1 South Ave.	0	0	0	0	0
Earle Hall 1 South Ave.	0	0	0	0	0
Eddy Hall 1 South Ave.	0	0	0	0	0
Linen Hall 1 South Ave.	0	0	0	0	0
Resident Hall A 1 South Ave.	0	0	0	0	0
Resident Hall B 1 South Ave.	0	0	0	0	0
Waldo Hall 1 South Ave.	0	0	0	0	0

2017 Fires Reported

Name of Residence	Reported Fire	Nature/Cause of Fire	Number of Injuries	Number of Deaths	Value of Property Damage
Chapman Hall 1 South Ave.	0	0	0	0	0
Earle Hall 1 South Ave.	0	0	0	0	0
Eddy Hall 1 South Ave.	1	Lighter Burn Marks	0	0	\$0-99
Linen Hall 1 South Ave.	0	0	0	0	0
Resident Hall A 1 South Ave.	0	0	0	0	0
Resident Hall B 1 South Ave.	0	0	0	0	0
Waldo Hall 1 South Ave.	0	0	0	0	0

2018 Fires Reported

Name of Residence	Reported Fire	Nature/Cause of Fire	Number of Injuries	Number of Deaths	Value of Property Damage
Chapman Hall 1 South Ave.	0	0	0	0	0
Earle Hall 1 South Ave.	0	0	0	0	0
Eddy Hall 1 South Ave.	0	0	0	0	0
Linen Hall 1 South Ave.	0	0	0	0	0
Resident Hall A 1 South Ave.	0	0	0	0	0
Resident Hall B 1 South Ave.	0	0	0	0	0
Waldo Hall 1 South Ave.	0	0	0	0	0

Manhattan Center - January 1, 2016- December 31, 2018

Note: There are no campus student housing facilities at the Manhattan Center.

Number of Crimes Reported:

Crime Category	On Campus			Non-Campus Building or Property			Public Property		
	2016	2017	2018	2016	2017	2018	2016	2017	2018
Murder/ Non-Negligent Manslaughter	0	0	0	0	0	0	0	0	0
Manslaughter by Negligence	0	0	0	0	0	0	0	0	0
Rape	0	0	0	0	0	0	0	0	0
Fondling	0	0	0	0	0	0	0	0	0
Incest	0	0	0	0	0	0	0	0	0
Statutory Rape	0	0	0	0	0	0	0	0	0
Robbery	0	0	0	0	0	0	0	0	0
Aggravated Assault	0	0	0	0	0	0	0	0	0
Burglary	0	0	0	0	0	0	0	0	0
Motor Vehicle Theft	0	0	0	0	0	0	0	0	0
Arson	0	0	0	0	0	0	0	0	0
“Unfounded” crimes	0	0	0	0	0	0	0	0	0

Hate Crimes:

Includes crimes or incidents of Murder/Non-Negligent Manslaughter, Manslaughter by Negligence, Sexual Assault (Rape, Fondling, Incest, Statutory Rape), Robbery, Aggravated Assault, Burglary, Motor Vehicle Theft, Arson, Larceny-Theft, Simple Assault, Intimidation, and/or Destruction/Damage/Vandalism of Property motivated by the eight categories of bias (Race, Religion, Sexual Orientation, Gender, Gender Identity, Ethnicity, National Origin, and/or Disability).

Geographical Areas: On Campus, Residence Halls, Non-Campus Building/Property, and/or Public Property

2018: No Hate Crimes Reported

2017: No Hate Crimes Reported

2016: No Hate Crimes Reported

VAWA Offenses:

Crime Category	On Campus			Non-Campus Building or Property			Public Property		
	2016	2017	2018	2016	2017	2018	2016	2017	2018
Domestic Violence	0	0	0	0	0	0	0	0	0
Dating Violence	0	0	0	0	0	0	0	0	0
Stalking	0	0	0	0	0	0	0	0	0

Number of Arrests For:

Crime Category	On Campus			Non-Campus Building or Property			Public Property		
	2016	2017	2018	2016	2017	2018	2016	2017	2018
Liquor Law Violations	0	0	0	0	0	0	0	0	0
Drug Law Violations	0	0	0	0	0	0	0	0	0
Illegal Weapons Possession	0	0	0	0	0	0	0	0	0

Number of Persons Referred for Campus Disciplinary Action(s):

Crime Category	On Campus			Non-Campus Building or Property			Public Property		
	2016	2017	2018	2016	2017	2018	2016	2017	2018
Liquor Law Violations	0	0	0	0	0	0	0	0	0
Drug Law Violations	0	0	0	0	0	0	0	0	0
Illegal Weapons Possession	0	0	0	0	0	0	0	0	0

Note: Detailed data reflects only reports of incidents and not their eventual dispositions.

Hauppauge Education & Conference Center - January 1, 2016- December 31, 2018

Note: There are no campus student housing facilities at the Hauppauge Education & Conference Center.

Number of Crimes Reported:

Crime Category	On Campus			Non-Campus Building or Property			Public Property		
	2016	2017	2018	2016	2017	2018	2016	2017	2018
Murder/ Non-Negligent Manslaughter	0	0	0	0	0	0	0	0	0
Manslaughter by Negligence	0	0	0	0	0	0	0	0	0
Rape	0	0	0	0	0	0	0	0	0
Fondling	0	0	0	0	0	0	0	0	0
Incest	0	0	0	0	0	0	0	0	0
Statutory Rape	0	0	0	0	0	0	0	0	0
Robbery	0	0	0	0	0	0	0	0	0
Aggravated Assault	0	0	0	0	0	0	0	0	0
Burglary	0	0	0	0	0	0	0	0	0
Motor Vehicle Theft	0	0	0	0	0	0	0	0	0
Arson	0	0	0	0	0	0	0	0	0
“Unfounded” crimes	0	0	0	0	0	0	0	0	0

Hate Crimes:

Includes crimes or incidents of Murder/Non-Negligent Manslaughter, Manslaughter by Negligence, Sexual Assault (Rape, Fondling, Incest, Statutory Rape), Robbery, Aggravated Assault, Burglary, Motor Vehicle Theft, Arson, Larceny-Theft, Simple Assault, Intimidation, and/or Destruction/Damage/Vandalism of Property motivated by the eight categories of bias (Race, Religion, Sexual Orientation, Gender, Gender Identity, Ethnicity, National Origin, and/or Disability).

Geographical Areas: On Campus, Residence Halls, Non-Campus Building/Property, and/or Public Property

2018: No Hate Crimes Reported

2017: No Hate Crimes Reported

2016: No Hate Crimes Reported

VAWA Offenses:

Crime Category	On Campus			Non-Campus Building or Property			Public Property		
	2016	2017	2018	2016	2017	2018	2016	2017	2018
Domestic Violence	0	0	0	0	0	0	0	0	0
Dating Violence	0	0	0	0	0	0	0	0	0
Stalking	0	0	0	0	0	0	0	0	0

Number of Arrests For:

Crime Category	On Campus			Non-Campus Building or Property			Public Property		
	2016	2017	2018	2016	2017	2018	2016	2017	2018
Liquor Law Violations	0	0	0	0	0	0	0	0	0
Drug Law Violations	0	0	0	0	0	0	0	0	0
Illegal Weapons Possession	0	0	0	0	0	0	0	0	0

Number of Persons Referred for Campus Disciplinary Action(s):

Crime Category	On Campus			Non-Campus Building or Property			Public Property		
	2016	2017	2018	2016	2017	2018	2016	2017	2018
Liquor Law Violations	0	0	0	0	0	0	0	0	0
Drug Law Violations	0	0	0	0	0	0	0	0	0
Illegal Weapons Possession	0	0	0	0	0	0	0	0	0

Note: Detailed data reflects only reports of incidents and not their eventual dispositions.

Hudson Valley Center - January 1, 2016- December 31, 2018

Note: There are no campus student housing facilities at the Hudson Valley Center.

Number of Crimes Reported:

Crime Category	On Campus			Non-Campus Building or Property			Public Property		
	2016	2017	2018	2016	2017	2018	2016	2017	2018
Murder/ Non-Negligent Manslaughter	0	0	0	0	0	0	0	0	0
Manslaughter by Negligence	0	0	0	0	0	0	0	0	0
Rape	0	0	0	0	0	0	0	0	0
Fondling	0	0	0	0	0	0	0	0	0
Incest	0	0	0	0	0	0	0	0	0
Statutory Rape	0	0	0	0	0	0	0	0	0
Robbery	0	0	0	0	0	0	0	0	0
Aggravated Assault	0	0	0	0	0	0	0	0	0
Burglary	0	0	0	0	0	0	0	0	0
Motor Vehicle Theft	0	0	0	0	0	0	0	0	0
Arson	0	0	0	0	0	0	0	0	0
“Unfounded” crimes	0	0	0	0	0	0	0	0	0

Hate Crimes:

Includes crimes or incidents of Murder/Non-Negligent Manslaughter, Manslaughter by Negligence, Sexual Assault (Rape, Fondling, Incest, Statutory Rape), Robbery, Aggravated Assault, Burglary, Motor Vehicle Theft, Arson, Larceny-Theft, Simple Assault, Intimidation, and/or Destruction/Damage/Vandalism of Property motivated by the eight categories of bias (Race, Religion, Sexual Orientation, Gender, Gender Identity, Ethnicity, National Origin, and/or Disability).

Geographical Areas: On Campus, Residence Halls, Non-Campus Building/Property, and/or Public Property

2018: No Hate Crimes Reported

2017: No Hate Crimes Reported

2016: No Hate Crimes Reported

VAWA Offenses:

Crime Category	On Campus			Non-Campus Building or Property			Public Property		
	2016	2017	2018	2016	2017	2018	2016	2017	2018
Domestic Violence	0	0	0	0	0	0	0	0	0
Dating Violence	0	0	0	0	0	0	0	0	0
Stalking	0	0	0	0	0	0	0	0	0

Number of Arrests For:

Crime Category	On Campus			Non-Campus Building or Property			Public Property		
	2016	2017	2018	2016	2017	2018	2016	2017	2018
Liquor Law Violations	0	0	0	0	0	0	0	0	0
Drug Law Violations	0	0	0	0	0	0	0	0	0
Illegal Weapons Possession	0	0	0	0	0	0	0	0	0

Number of Persons Referred for Campus Disciplinary Action(s):

Crime Category	On Campus			Non-Campus Building or Property			Public Property		
	2016	2017	2018	2016	2017	2018	2016	2017	2018
Liquor Law Violations	0	0	0	0	0	0	0	0	0
Drug Law Violations	0	0	0	0	0	0	0	0	0
Illegal Weapons Possession	0	0	0	0	0	0	0	0	0

Note: Detailed data reflects only reports of incidents and not their eventual dispositions.

Appendix I: Programs

Title IX Awareness, Prevention, and Educational Programming

These programs are designed to promote the awareness and prevention of dating violence, domestic violence, sexual assault, and stalking. Included in the training are the definitions, awareness, protective measures to reduce risk, recognizing the warning signs of abusive behavior, consent, and how to avoid potential assaults or abusive relationships.

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| <ul style="list-style-type: none"> ● Online sexual assault awareness and prevention training provided for all new First-Year Students. ● <u>"Haven-Understanding Sexual Assault"</u>, which addresses the critical issues of sexual assault, relationship violence and stalking that, affect college students each year across the country. "Haven" is administered to First-Year students, as well as, Transfer and Graduate students by the Student Counseling Center. ● In Person Sexual Assault Awareness and Prevention Training and Reporting to all New Students and Employees. ● <u>Anti-Harassment and Title IX</u>: This training explores discrimination in the workplace; based upon gender and other protected classes. Participants will explore responsibilities and reporting mechanisms under the law and University policy. ● Investigative training for sexual assault/ harassment/ relationship violence cases provided to all Anti-Discrimination Panel members ● Trauma Training to the Hearing Board and Faculty ● Annual campus-wide email notification of sexual assault and harassment policy, including definitions of sexual harassment, sexual assault, domestic violence, dating violence, stalking, consent, resources, and reporting options. ● <u>Domestic/Intimate Partner Violence for Students</u>: New York State Trooper will give students and understanding on being aware of domestic/intimate partner violence. | <ul style="list-style-type: none"> ● Campus distribution of resource materials outlining resources and reporting options. ● Advanced Sexual Assault Awareness and Prevention Certificate for Students ● <u>Healthy Relationships</u>: This training will focus on how to engage in healthy relationships on campus in preparation for the Annual Take Back the Night Event. ● <u>Annual "Take Back the Night" Event</u>: The goal of Take Back the Night is to end sexual violence of all types and to create safe communities and respectful awareness. The event includes a survivor speak-out, student performances, a march around campus and a keynote speaker. ● Group Counseling and Mental Health Workshops: <ul style="list-style-type: none"> ○ Sexual Assault Survivors Group ● Bystander intervention training offered throughout the year ● Diversity Certificate Training for General Faculty & Staff <ul style="list-style-type: none"> ○ <u>Gender Bias and Title IX</u>: The workshop focuses on issues of gender bias in the workplace and classroom and provides an overview of the federal law, as well as its history and implications in higher education. |
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The Office of Human Resources provides training on Adelphi University's Anti-discrimination, Harassment (Including Sexual Misconduct, Dating Violence, Domestic Violence, and Stalking) and Retaliation Policy. We can customize our training to meet your needs and the needs of your audience. Our goal is to help university community members understand Title IX and our Sexual Misconduct Policy.

If you would like to request a training for your group of staff, faculty, or students, please complete the following form at <https://hr.adelphi.edu/title-ix/title-ix-training/>.

Other Awareness, Prevention, and Educational Programming

The other programs below are designed to educate on awareness and prevention. Included in the training are the definitions, awareness, protective measures to reduce risk, recognizing the warning signs, and how to avoid certain situations

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| <ul style="list-style-type: none">● Advanced Sexual Assault Awareness and Prevention Certificate for Students<ul style="list-style-type: none">○ <u>Annual “Take Back the Night” Event</u>: (see above)○ <u>QPR Training for Suicide Prevention</u>: This 90 minute training is designed to equip you with the necessary tools to recognize the warning signs of suicide. You will learn the three-step QPR method: Question, Persuade, Refer.○ <u>Red Watch Band Training</u>: The program provides undergraduate students with alcohol education while understanding and recognizing the signs for alcohol overdose and when and how to call for help.● Group Counseling and Mental Health Workshops:<ul style="list-style-type: none">○ LGBTQ Support Group○ Eating Disorders Treatment Group○ Anxiety Support Group○ Stress Workshop Series | <ul style="list-style-type: none">● Bystander intervention training offered throughout the year● Diversity Certificate Training for General Faculty & Staff<ul style="list-style-type: none">○ <u>Diversity and Cultural Competence in Higher Education</u>: The workshop addresses issues related specifically to race, ethnicity, gender, class and intersectionality.○ <u>Addressing Racism</u>: The workshop participants will explore strategies for recognizing racism, as well as actions to take to diminish its influence.○ <u>Confronting Implicit Bias and Microaggressions</u>: This workshop helps participants recognize implicit biases and micro-aggressive behavior that may exist in themselves and others, particularly as it relates to race, religion, gender and gender identity, class, ethnicity and people with disabilities.○ <u>Gender Bias and Title IX</u>: (see above) |
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Policy, Resources, & Ongoing Training of Awareness & Prevention Programs

These trainings provide all students and employees with information about campus policies, resources, and reporting requirements. In addition, it also provides Ongoing Training on Awareness and Prevention Programs.

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| <ul style="list-style-type: none"> ● Campus Safety 101: resources that can help you avoid danger, and provides tips on how to handle risky situations. This is provided during all new student and employee orientations throughout the year. ● A General Public Safety Information Table is provided throughout the year at the following locations: <ul style="list-style-type: none"> ○ Health Fair ○ Nexus Health Fair ○ Accepted Students Day ○ Matriculation-Welcome Back Festival ○ Open House ○ Bridges Orientation ○ Pre-College Orientation ○ UC Lobby ○ Chapman Hall ○ Earle Hall ○ Eddy Hall ○ Residence Hall A ○ Residence Hall B ○ Waldo Hall ● Residence Hall Talk: Offering tips on residence hall safety and living safely on campus ● Commuter Table & Commuter Safety meeting offering tips on safe commuting | <ul style="list-style-type: none"> ● Emergency Procedures Training (NOTE: Hostile Intruder/Active Shooter (Shots Fired) and Fire Safety Training is included in the Emergency Procedures Training) <ul style="list-style-type: none"> ○ Shots Fired: provided to all students and employees (incoming and current) throughout the year (usually during orientations). ○ Campus Security Authority Training is provided through a Mandatory online training and voluntary in-person training to all C.S.A.'s. ○ Fire Prevention Table ○ Smoke Out ○ Fire Safety Crowd Training ● Active Shooter/Stop the Bleed Joint Training Seminars ● Hostile Intruder Webinar ● Bi-Annual Take back the Drugs (2x a year) ● Opioid Event ● NCPD Opioid Event ● National Alcohol Awareness- DWI Simulation ● Campus Security Authority Training (Identified C.S.A.'s) ● Alcohol Advisory Meeting ● Annual Take Back the Night (April) |
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Ongoing Annual Training & Awareness Programs Offered to Public Safety Officers

Ongoing professional development for the Public Safety Officers and the Department that assist with responding to or investigating reports and complaints, and on the Safety of the Campus Community.

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| <ul style="list-style-type: none"> ● Hostile Intruder/Active Shooter and Active Shooter Response Operations - (Internal) <ul style="list-style-type: none"> ○ OEM Exercise - (Internal) ● Ballistic Shield – (Internal) ● Bomb Threat Assessment & Search – (Internal) ● Emergency Preparedness – (Internal) ● Drug Investigation – (Internal) ● Evidence Preservation – (Internal) ● Leadership Training – (Internal) ● Missing Student Protocol – (Internal) ● Mental Health First Aid Training – (Internal) ● NIMS 100, 200, 300, 400, 700, & 800 - (Internal) ● Pandemic/Influenza – (Internal) ● Protest & Demonstration – (Internal) ● Report Writing – (Internal) ● Threat Assessment – (Internal) ● Title IX Investigations – (Adelphi University Title IX Coordinator) ● Exercises (Tabletop, functional, and full scale), drills, and informal roll call training sessions which include: <ul style="list-style-type: none"> ○ Smoke Condition in Levermore Tabletop ○ Closing the School in an Emergency Tabletop ○ Demonstration Calm & Disruptive Tabletop ○ Suspicious Backpack Tabletop ○ Missing Student Tabletop ○ ICE on Campus Tabletop ○ Shots Fired on Campus Tabletop ○ Power Failure Campus Wide Tabletop ○ Missing Bridges Student Tabletop ○ Vehicle onto Sidewalk Terrorism Tabletop ○ EOC I & II Setup Drill ○ Emergency Phone Room Set Up Drill ○ Emergency Evacuation Stair-chair Drill ○ RAVE Alert Messaging Drill RSS Feeds ● Defensive Driving – (Business Affairs) ● Suicide Prevention - (Counseling Center) ● De-Escalation - (Counseling Center) ● Crisis Management - (Counseling Center) | <ul style="list-style-type: none"> ● Blood Borne Pathogens – (Health Services) ● First Aid, CPR/AED – (Health Services) ● Safe Zone – (LGBTQ) ● Annual Security License Course - (MSS Security Trainers) ● NARCAN (the opiate antidote to save a life) - (Nassau County Health Department) ● "Stop the Bleed" refresher training ● Clery Act Training – (Clery Center Webinars) ● Campus Security Authority Training (Identified C.S.A.'s) ● Rave Alert Webinar ● Numerous Outside training and webinar sessions <ul style="list-style-type: none"> ○ MGT – 404 Sports and Special Events Incident Management (16 Hours) ○ MGT – 347 ICS Forms Review (8 Hours) ○ MGT – 418 Readiness; Training and Identification Preparedness Planning (16 Hours) ○ AWR- 313 Homemade Explosives- Awareness, Recognition, Response (8 Hours) ○ AWR – 331 - Winter Weather Hazards: Science and Preparedness ○ D.H.S. - F.E.M.A. - Active Shooter Workshop @ Stony Brook University (8 Hours) ○ N.C.P.D. School Safety Forum ○ Stop DWI – Recognizing Impaired Persons Course (8 hours) ○ ICS – 300 – Intermediate ICS for Expanding Incidents (16 Hours) ○ U.S.S.S. – NTAC – Enhancing School Safety Using a Threat Assessment Model ○ Emergency Messaging during a Crisis Webinar ○ Defining and Refining Your Leadership Style Seminar ○ Clery Seminar Training (24 hours) ○ J. Reid Investigative and Interviewing and Advanced Interviewing Techniques (24 Hours) ○ Enough is Enough, Combating Sexual Assault on Campus - New York State Police |
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National Campus Safety Awareness Month (NCSCAM) Schedule of Events from the Department of Public Safety

Schedule of Events

Professional Development – Joint Open Training Seminar – Hostile Intruder & Stop The Bleed

September 10, 2019
10:00 a.m. – 12:00 p.m.
Swirbul Library, Room 5s

September 24, 2019
11:00 a.m. – 1:00 p.m.
Swirbul Library, Room 5s

Professional Development – Open Training Seminar – Campus Safety 101

September 12, 2019
11:00 a.m. – 12:00 p.m.
Swirbul Library, Room 5s

September 26, 2019
10:00 a.m. – 11:00 a.m.
Swirbul Library, Room 5s

Professional Development – Webinar Hosting

NCSCAM Webinar: Statement of Police or Description of Practice?

September 11, 2019

2:00 p.m.
Situation Room, Levermore Hall, Room 303

NCSCAM Webinar: Using Evidence to Implement Real Change: Improving Campus Safety Practices

September 18, 2019

2:00 p.m.
Situation Room, Levermore Hall, Room 303

NCSCAM Webinar: Using Evidence to Implement Real Change: Improving Campus Safety Practices

September 19, 2019

2:00 p.m.
Situation Room, Levermore Hall, Room 303

NCSCAM Webinar: Evaluating Your Drug and Alcohol Prevention Program: Biennial Review

September 25, 2019

2:00 p.m.
Situation Room, Levermore Hall, Room 303

Joint NCSAM Information Tables with Counseling

September 3, 2019
11:00 a.m. – 2:00 p.m.
Nexus Lobby

September 18, 2019
11:00 a.m. – 2:00 p.m.
Nexus Lobby

September 11, 2019
11:00 a.m. – 2:00 p.m.
Nexus Lobby

September 23, 2019
11:00 a.m. – 2:00 p.m.
Nexus Lobby

Residence Hall Informational Meet and Greet with Counseling

September 4, 2019
4:00 p.m. – 6:00 p.m.
Earle Hall

September 19, 2019
4:00 p.m. – 6:00 p.m.
Linen Hall

September 5, 2019
4:00 p.m. – 6:00 p.m.
Residential Hall A

September 24, 2019
4:00 p.m. – 6:00 p.m.
Eddy Hall

September 12, 2019
4:00 p.m. – 6:00 p.m.
Waldo Hall

September 26, 2019
4:00 p.m. – 6:00 p.m.
Residential Hall B

September 17, 2019
4:00 p.m. – 6:00 p.m.
Chapman Hall

Public Safety Command Center – Open House

September 6, 2019
10:00 a.m. – 11:00 a.m.
Levermore Hall Rm 113

September 23, 2019
10:00 a.m. – 11:00 a.m.
Levermore Hall Rm 113

Lockdown Exercise

September 24, 2019

Lockdown exercise and Adelphi Alert: Emergency Alert Mass Campus Wide Test including ELC, Hy Weinberg, Social Work, Waldorf School (exact participants TBD)

2019 Annual Security & Fire Safety Report Release

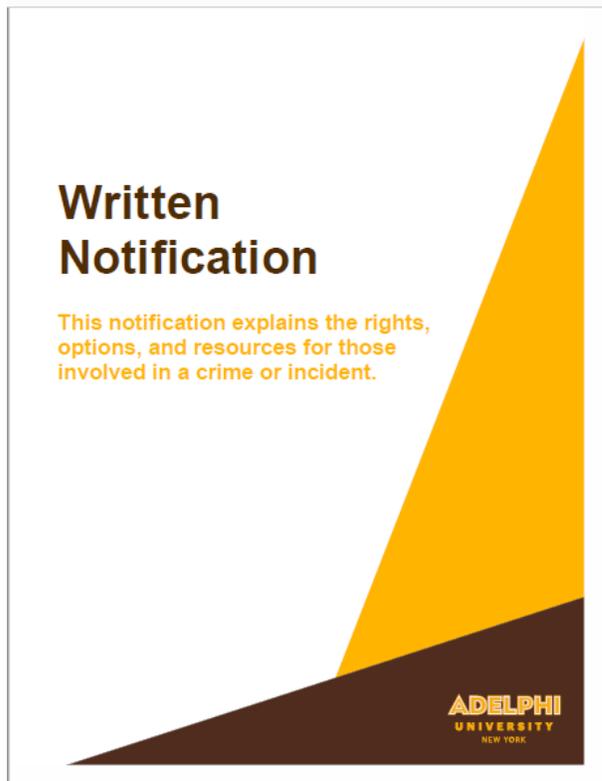
Campus wide release of the 2019 Annual Security and Fire Safety Report (ASFSR)
September 27, 2019

Appendix 2: Written Notification

You have the right to live, learn, and/or work in a safe and welcoming environment. Violence is unacceptable.

Unsure of where to start? You may want more information or to talk to someone confidentially as you decide what you'd like to do moving forward. You can access crisis counseling, information, and support by connecting with the resources listed below.

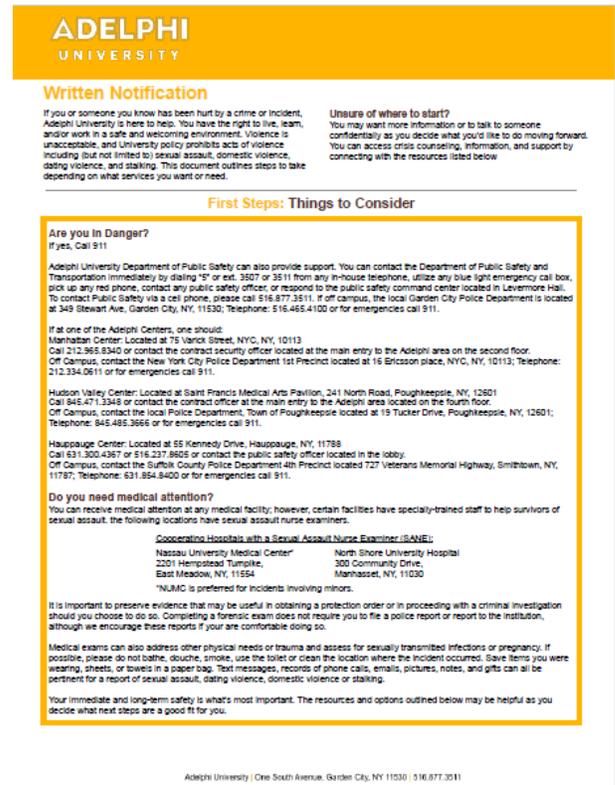
<https://safety.adelphi.edu/files/2019/07/Clery-Act-Written-Notification.pdf>



Written Notification

This notification explains the rights, options, and resources for those involved in a crime or incident.

ADELPHI UNIVERSITY
NEW YORK



ADELPHI UNIVERSITY

Written Notification

If you or someone you know has been hurt by a crime or incident, Adelphi University is here to help. You have the right to live, learn, and/or work in a safe and welcoming environment. Violence is unacceptable, and University policy prohibits acts of violence including (but not limited to) sexual assault, domestic violence, dating violence, and stalking. This document outlines steps to take depending on what services you want or need.

Unsure of where to start? You may want more information or to talk to someone confidentially as you decide what you'd like to do moving forward. You can access crisis counseling, information, and support by connecting with the resources listed below.

First Steps: Things to Consider

Are you in Danger?
If yes, Call 911

Adelphi University Department of Public Safety can also provide support. You can contact the Department of Public Safety and Transportation immediately by dialing "9" or ext. 3507 or 3511 from any in-house telephone, utilize any blue light emergency call box, pick up any red phone, contact any public safety officer, or respond to the public safety command center located in Levermore Hall. To contact Public Safety via a cell phone, please call 516.877.3511. If off campus, the local Garden City Police Department is located at 349 Stewart Ave, Garden City, NY, 11530; Telephone: 516.465.4100 or for emergencies call 911.

If at one of the Adelphi Centers, one should:

- Manhattan Center:** Located at 75 Varick Street, NYC, NY, 10113
Call 212.965.8340 or contact the contract security officer located at the main entry to the Adelphi area on the second floor.
- Off Campus:** contact the New York City Police Department 1st Precinct located at 16 Ericsson place, NYC, NY, 10113; Telephone: 212.334.0511 or for emergencies call 911.
- Hudson Valley Center:** Located at Saint Francis Medical Arts Pavilion, 241 North Road, Poughkeepsie, NY, 12601
Call 845.471.2348 or contact the contract officer at the main entry to the Adelphi area located on the fourth floor.
- Off Campus:** contact the local Police Department, Town of Poughkeepsie located at 19 Tucker Drive, Poughkeepsie, NY, 12601; Telephone: 845.485.3666 or for emergencies call 911.
- Hauppauge Center:** Located at 55 Kennedy Drive, Hauppauge, NY, 11758
Call 631.300.4367 or 516.237.8605 or contact the public safety officer located in the lobby.
- Off Campus:** contact the Suffolk County Police Department 4th Precinct located 727 Veterans Memorial Highway, Smithtown, NY, 11787; Telephone: 631.854.8400 or for emergencies call 911.

Do you need medical attention?
You can receive medical attention at any medical facility; however, certain facilities have specially-trained staff to help survivors of sexual assault. The following locations have sexual assault nurse examiners:

Cooperating Hospitals with a Sexual Assault Nurse Examiner (SANE):

Nassau University Medical Center 2201 Hempstead Turnpike, East Meadow, NY, 11554	North Shore University Hospital 300 Community Drive, Manhasset, NY, 11030
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*NLMC is preferred for incidents involving minors.

It is important to preserve evidence that may be useful in obtaining a protection order or in proceeding with a criminal investigation should you choose to do so. Completing a forensic exam does not require you to file a police report or report to the institution, although we encourage these reports if you are comfortable doing so.

Medical exams can also address other physical needs or trauma and assess for sexually transmitted infections or pregnancy. If possible, please do not bathe, douche, smoke, use the toilet or clean the location where the incident occurred. Save items you were wearing, sheets, or towels in a paper bag. Text messages, records of phone calls, emails, pictures, notes, and gifts can all be pertinent for a report of sexual assault, dating violence, domestic violence or stalking.

Your immediate and long-term safety is what's most important. The resources and options outlined below may be helpful as you decide what next steps are a good fit for you.

Adelphi University | One South Avenue, Garden City, NY 11530 | 516.877.3511

Confidential Resources on Campus

Student Counseling Center: [Student Counseling Center Location Information](#)
Hours of Operation: Regular Semester Hours: Monday–Thursday: 8:30 a.m.–7:00 p.m.; Friday: 8:30 a.m.–4:30 p.m.; Summer Hours: Monday–Friday: 8:30 a.m.–4:30 p.m.
p = 516.877.3646; e = ccc@adelphi.edu
For more information: [Student Counseling Services](#)
Counseling services are also available for students* at our learning hubs through our Student Assistance Programs. For assistance, please contact your center at:
Haugauge Center: 800.624.2593; Hudson Valley Center: 845.431.8740; Manhattan Center: 800.833.8707
*Note: Employees do have access, as needed, to consulting at the Main Campus and learning hubs.

Health Services Center: Waldo Hall
Hours of Operation: 24/7 during the semester (for specific hours/days, please visit [www.health.adelphi.edu](#))
p = 516.877.6000; e = healthservicescenter@adelphi.edu
For more information: [Health Services Website](#)
There are no Health Services available at our learning hubs.

Pastoral Counseling: [Interfaith Center Location Information](#)
Hours of Operation: Monday–Friday: 8:30 a.m.–4:30 p.m.
p = 516.877.3113; e = interfaith@adelphi.edu
For more information: [Interfaith Center Website](#)
There are no Pastoral Counseling Services available at our learning hubs.

If You Need Medical Attention

On Campus Services

Adelphi University Health Services Center
Waldo Hall
p = 516.877.6000
e = healthservicescenter@adelphi.edu

The center is under the direction of a nurse practitioner. Registered nurses or emergency medical technicians are available 24 hours a day, seven days a week, when classes are in session during the fall and spring semesters. During the summer and semester breaks, the center is open from 8:00 a.m. to 4:00 p.m., Monday through Friday. Our services are available to all registered students.

In case of emergency, when the Health Services Center is closed, call the Office of Public Safety and Transportation by dialing "911" from any campus telephone, or by dialing 516.877.3511.

The Health Services Center offers many services including: Nurse practitioners trained in primary and urgent care. Routine gynecological care: Birth Control, Emergency Contraception; HPV testing (PHEP-Pre-Exposure Prophylaxis+HIV prevention option); STI Testing; Clearances for student-athletes; Emergency response to accidents or injuries on the Adelphi campus; Referrals to other health care professionals or community organizations for non-emergency concerns, as appropriate. Peer educators who provide programs of interest and need to the campus population; LGBT Health and Wellness Services; Registered dietitian for consultation by appointment; and more.

Visit [health.adelphi.edu](#) for more information about Adelphi University and the Health Services Center.

Off Campus Services

Cooperating Hospitals with a Sexual Assault Nurse Examiner (SANE)

Nassau University Medical Center North Shore University Hospital
2201 Hempstead Turnpike, East Meadow, NY, 11554
300 Community Drive, Manhasset, NY, 11030

*NUMC is preferred for incidents involving minors.

Adelphi University does not provide direct transportation to these hospitals. If the victim is not taken by ambulance, Health Services or Public Safety can provide the victim with a Taxi Voucher. Please obtain the Taxi Voucher before going to the hospital.

Adelphi University | One South Avenue, Garden City, NY 11530 | 516.877.3031

Quick Guide: Available Resources

On Campus

Victim Advocacy
The Safe Center Long Island
Visit Adelphi University Every Week
For More Information Contact:
Student Counseling Center or
The Safe Center LI 24-hour hotline:
516.542.0404

Counseling & Mental Health
Student Counseling Center
[Student Counseling Center Location Information](#)
Main Campus: p = 516.877.3646
Haugauge Center: 800.624.2593
Hudson Valley Center: 845.431.8740;
Manhattan Center: 800.833.8707
e = ccc@adelphi.edu
[Student Counseling Structure](#)

Off Campus or Community Resources
Victim Advocacy/Counseling & Mental Health
[in the Garden City area](#)
The Safe Center LI 24-hour hotline:
516.542.0404
Safe Harbor Address:
Nassau University Medical Center
2201 Hempstead Turnpike, East Meadow, NY, 11554
Long Island Crisis Center: Online/Mobile Chat Counseling:
[www.longislandcrisiscenter.org/chat-help/online/mobile](#)

In the Haugauge Center area:
Victims Information Bureau of Suffolk:
631.363.3606 (24-hour crisis line)
Rape, sexual assault and incest hotline: 212.227.3000
[www.rapelandincestcenter.org/victim-help/online/mobile](#)

In the Manhattan Center area:
Safe Harbor Address:
Domestic violence hotline: 800.621.4673
Crime victims hotline: 866.689.4357
Rape, sexual assault and incest hotline: 212.227.3000
TTY phone number for all hotlines: 800.621.4673
[safeharbor.org](#)

In the Hudson Valley Center area:
Rape crisis/Crime victim hotline:
845.452.7272 (24-hour hotline):
845.452.1110
[www.rapelandincestcenter.org/victim-help/online/mobile](#)

ADDITIONAL RESOURCES
New York State Domestic and Sexual Violence Hotline:
800.942.8906 (English and Spanish bilingual accessibility)
Deaf or hard of hearing: 711
[www.nysdv.org/violence-response](#) - NY SA/VR Resources

Additional Resources
Adelphi University Website Links related to VAWA Offenses: Sexual Assault, Domestic Violence, Dating Violence, & Stalking
[https://safely.adelphi.edu/police/crisis/sexual-assault/](#) | [Link to Resources & Pamphlets](#) | [Annual Security & Fire Safety Report](#)

Health
Health Services Center–Main Campus
Waldo Hall
p = 516.877.6000
e = healthservicescenter@adelphi.edu
[Health Services Website](#)

Visa & Immigration Assistance
Office of International Student Services
Post Hall, Room 203
p = 516.877.4990
e = InternationalStudentServices@adelphi.edu
[global.adelphi.edu/office-immigration-and-international-support](#)

Student Financial Aid
Office of Student Financial Services
Levermore Hall, Lower Level
p = 516.877.3080
e = FinancialServices@adelphi.edu

Health
Cooperating Hospitals with a Sexual Assault Nurse Examiner (SANE)
Nassau University Medical Center
2201 Hempstead Turnpike, East Meadow, NY, 11554
North Shore University Hospital
300 Community Drive, Manhasset, NY, 11030

Legal Assistance
Main Campus: Garden City Police Department
349 Stewart Ave., Garden City, NY, 11530
Telephone: 516.465.4100 or for emergencies call 911

Manhattan Center: New York City Police Department
121 Precinct located at 16 Ericsson place, NYC, NY, 10113
Telephone: 212.334.0611 or for emergencies call 911

Hudson Valley Center: Town of Poughkeepsie Police Department
19 Tucker Drive, Poughkeepsie, NY, 12601
Telephone: 845.485.3666 or for emergencies call 911

Haugauge Center: Suffolk County Police Department 4th Precinct
727 Veterans Memorial Highway, Smithtown, NY, 11787
Telephone: 631.854.9400 or for emergencies call 911.

Visa & Immigration Assistance
For more information and links visit:
[Global Adelphi Site: External Resources](#)
[Immigration, Research Guides, Additional Resources, Beyond Campus](#)

Adelphi University | One South Avenue, Garden City, NY 11530 | 516.877.3031

Making a Report

You may choose to report to law enforcement, you may choose to report to Public Safety, you may choose to report to a CSA, you may choose to report to Title IX, you may choose to report through our campus disciplinary process, you may report to all, or may choose to access none of these options. Adelphi University will protect your identity in publicly available information, such as within our annual security report or in warnings sent to the campus community. You can access the accommodations listed below regardless of where you choose to report and we will keep these accommodations confidential, as long as it does not limit our ability to provide them to you. If we would need to share information in order to provide an accommodation, we would notify you of what information needs to be shared, why, & with whom prior to sharing the information.

On Campus

There are people on and off campus who can support you in reporting to law enforcement if you choose to do so.

You can contact Adelphi University Department of Public Safety. They can assist you in notifying law enforcement and can help connect you to other people and resources on our campus.

Regardless of whether or not you report to the police, you can report to the University by contacting:

Department of Public Safety & Transportation
Main Campus: Garden City
Command Center–Levermore Hall 1st Floor
p = 516.877.3507
e = 516.877.3511
Dial "911" from any campus phone
If at one of the Adelphi Centers, one should:
Manhattan Center:
75 Varick Street, NYC, NY, 10113
p = 212.865.8340
contact the contact security officer located at the main entry to the Adelphi area on the second floor.

Hudson Valley Center:
Saint Francis Medical Arts Pavilion, 241 North Road, Poughkeepsie, NY, 12601
p = 845.471.3348
contact the contact officer at the main entry to the Adelphi area located on the fourth floor.

Haugauge Center:
55 Kennedy Drive, Haugauge, NY, 11789
p = 631.300.2587
p = 516.237.8605
contact the public safety officer located in the lobby.

Dean of Student Affairs Office
Assistant Vice President and Dean
p = 516.877.3660
e = deanofstudentaffairs@adelphi.edu

Title IX Coordinator
Renae Frierson
Levermore Hall, Rm 207
Human Resources
p = 516.877.4819
e = tfrierson@adelphi.edu

Reporting Website
To report incidents of alleged discrimination, harassment, or retaliation, follow this link: [Title IX Report](#)
Please see the campus disciplinary process section for more information on pursuing an investigation under campus policy.

Law Enforcement

If you would like to contact the local police department, you can do so with the below information.

Main Campus: Garden City Police Department
349 Stewart Ave., Garden City, NY, 11530;
Telephone: 516.465.4100 or for emergencies call 911
Manhattan Center: New York City Police Department
1st Precinct located at 16 Ericsson place, NYC, NY, 10113
Telephone: 212.334.0611 or for emergencies call 911
Hudson Valley Center: Town of Poughkeepsie Police Department
19 Tucker Drive, Poughkeepsie, NY, 12601;
Telephone: 845.485.3666 or for emergencies call 911
Haugauge Center: Suffolk County Police Department 4th Precinct
727 Veterans Memorial Highway, Smithtown, NY, 11787;
Telephone: 631.854.9400 or for emergencies call 911.

Please note that what law enforcement agency to report to can vary depending on the specifics of your case, but we can help you figure out where to go and will assist you in reporting to law enforcement.

Many survivors find law enforcement to be a great resource. Others choose not to report to law enforcement. We always encourage reporting, but know that only you can determine if doing so is the right decision for you.

Regardless of whether or not you report to the police, there are campus options, including resolution through the University process, available to you.

Orders of Protection

You can also access orders of protection within our state as well as within the institution. Depending on the nature of the incident, Adelphi University may be able to issue a no contact order to prevent contact between two individuals.

To request a no-contact order, please contact the Title IX Coordinator, Renae Frierson, Levermore Hall-Rm 207 at 516.877.4819. A Family Court Order of Protection, Criminal Court Order of Protection, or Supreme Court Order of Protection may also be available. Adelphi University complies with all Court Order of Protection.

To obtain a Family Court Order of Protection you need to file a form called a "Family Offense petition". The form requires the petitioner to list the reasons for the order and include details on contacting witness and what terms and conditions will be included in the order. A criminal court order of protection can only be issued against a person who has been charged with a crime. The judge decides whether to issue the order of protection for the order or continuing witness and what terms and conditions will be included in the order. During an ongoing divorce case you can submit a written or oral request to the court requesting the judge decide whether to issue the order of protection and what terms and conditions will be included in the order.

Adelphi University | One South Avenue, Garden City, NY 11530 | 516.877.3031

Requesting Reasonable Accommodation & Interim Measures

Regardless of whether you choose to report to local police or public safety, there are specific options available to you, if requested and reasonably available. These options include Living Accommodations, Academic Accommodations, Transportation Accommodations, Working Accommodations and additional protective measures, including an institutional "no contact" order. For more information on how to obtain these measures, contact the Office of Student Conduct & Community Standards at 516.877.3612 or the Title IX Coordinator at 516.877.4819.

Campus Disciplinary Process: Rights & Options

You have the right to:

- A prompt, fair, and impartial process from the initial investigation to the final result (completed within the timeframes laid out by our policy in a manner that is transparent, provides timely notice of meetings and equal access to information, and provides an opportunity for the respondent and the complainant, without a conflict of interest or bias for either party that receive annual training on how to conduct an investigation and hearing process that protects the safety of victims and promotes accountability)
- Have others present during any institutional disciplinary proceeding, including the opportunity to be accompanied to any related meeting or proceeding by an advisor of your choice*
- Notification, in writing, of:
 - The result of any institutional disciplinary proceeding from your report of dating violence, domestic violence, sexual assault, or stalking
 - The institution's procedures to appeal the results (only if such procedures are available)
 - Any change to the results
 - When the results become final**

*Not afforded to the respondent

Step 1: Report the Incident

All complaints can be filed with the Department of Public Safety at 516.877.3507 and 516.877.3511. If you do not wish to report to Public Safety, there are others you can report to.

Student Complainants:

Department of Public Safety at 516.877.3507 and 516.877.3511; Levermore Hall, 1st Floor, Suite 113
Jeffrey Kessler (Assistant Vice President and Dean of Student Affairs) at kesslerj@adelphi.edu or 516.877.3151
Renae Frierson (Title IX Coordinator & Director Equity & Compliance) at tfrierson@adelphi.edu or 516.877.4819

Employee or Third Party Complainants:

Department of Public Safety at 516.877.3507 and 516.877.3511; Levermore Hall, 1st Floor, Suite 113
Jane Fisher (Director of Employment, Employee, and Labor Relations) at jfisher2@adelphi.edu or 516.877.3222
Renae Frierson (Title IX Coordinator & Director Equity & Compliance) at tfrierson@adelphi.edu or 516.877.4819

General Comments or Inquiries:

Department of Public Safety at 516.877.3507 and 516.877.3511; Levermore Hall, 1st Floor, Suite 113
Renae Frierson (Title IX Coordinator & Director Equity & Compliance) at tfrierson@adelphi.edu or 516.877.4819
For emergency or immediate assistance at any time on campus, contact the Office of Public Safety at 516.877.3511 or by dialing 911 from any campus phone.

Step 2: Case Created, Assigned, and Interim Measures Implemented (if necessary)

Dependent on who you report the incident to, a case can be created by Title IX or Student Conduct. If you report to Public Safety, Public Safety will refer the incident to the appropriate party if you wish for disciplinary action.

If you report or are referred to Title IX, a case is created by Title IX Staff or Conduct Staff (Dependent on who is the first point of contact). After the case is created, the Title IX coordinator does an initial intake to determine need for interim measures and proper assignment of the case. In addition to interim measures, Title IX will advise Public Safety in determining the need for a Timely Warning. Then the case is assigned for Title IX investigation or screened out as not Title IX and reassigned to Conduct or elsewhere.

If you report or are referred to Student Conduct, a case worker or conduct staff creates an incident and it is assigned to a case worker. The case worker will determine and identify if there is a complainant. If there is a complainant, the case worker will meet with the complaining party first. If there is no complaining party, the case worker determines the need to pursue without a complainant.

An Advisor of Choice or Faculty Advisor may be a member from within or outside the University community and may include, among other people, a family member or an attorney. Advisors and Faculty Advisors cannot actively participate or speak on behalf of the complainant or respondent. If any advisor's/advocate's conduct is not consistent with these guidelines, he or she may be excluded from the process. Advisors and Faculty Advisors are meant as moral support and guidance during the investigation and process.

No University employees, student, or third party may be accompanied by an attorney unless: (a) complainant or respondent are referred to the University Hearing Board pursuant to the Code of Conduct, or; (b) Criminal charges emerge from the same incident have been filed, or; (c) The case involves allegations of sexual misconduct, dating violence, domestic violence and/or stalking. In such cases, the role of the attorney or advisor of choice will be limited to private consultation with the complainant or respondent and the advisor of choice or attorney may not actively participate in the proceedings or meetings in any way.

Adelphi University | One South Avenue, Garden City, NY 11530 | 516.877.3031

Step 3: Investigation

An information gathering investigation is conducted, including interviewing witnesses, and review of evidence* to determine which type of disciplinary proceeding is most appropriate for the case and if resolution without a hearing board is possible. The determination is made based on the outlined criteria below and varies based on the circumstances of the allegation.

The University will conduct an investigation and make all efforts to provide a resolution of the investigation ideally within sixty (60) days from the time the University receives notice. However, the resolution of a complaint may vary depending on the complexity of the investigation and/or extent of the alleged harassment or discrimination. The sixty (60) day time period does not include the time for the appeal process.

*The standard of evidence used throughout the University disciplinary proceedings (student or employee) is the preponderance of the evidence. The preponderance of the evidence is the evidence (testimonial, documentary (emails/texts/etc.), photos, physical evidence, etc.) that, when considered and compared with that opposed to it, is more convincing, creating the belief that what is sought to be shown is more likely than not to have occurred.

Step 4: Disciplinary Proceedings/Action and Appeal Process

Student Disciplinary Proceedings

The following Disciplinary Proceedings apply only to Student Complaints against a Student Respondent Incidents.

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| <p>Informal Resolution:</p> <ul style="list-style-type: none"> • Investigator/caseworker meets with complainant, respondent, and witnesses • Referrals are made • An outcome letter, which includes document agreements, discussion, referrals, etc., is distributed to relevant parties • Referrals for Disciplinary Action or follow ups are made • Case Completed | <p>Disciplinary Conference:</p> <ul style="list-style-type: none"> • Meetings with complainant, respondent, and witnesses • Investigator will investigate the incident further and make determination and document the outcome • Conduct Staff will send out an outcome letter, with implemented sanctions (if applicable) or follow-up with referrals made. The incident is resolved and is pending sanctions • Case completed | <p>Disciplinary Hearing (Hearing Board):</p> <ul style="list-style-type: none"> • Notice of Complaint provided by complainant • Answer to Complaint provided by respondent • Hearing Scheduled • Hearing Board makes determination and documents outcome • Hearing board writes Outcome Letter which is delivered by a Conduct Officer to relevant parties • There is an opportunity to appeal the outcome. If the appeal is valid, a new hearing is scheduled with the review board • The Conduct Officer will track sanctions, if applicable, or follow-up with referrals made. The incident is resolved and is pending sanctions • Case Completed |
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Employee Disciplinary Action

Employees do not go through a Disciplinary Proceeding. Any employee who, after appropriate investigation, has been found to have violated a policy ("Responsible"), will be subject to disciplinary action through the following methods:

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| <p>Complaints Against Employee</p> <p>Recommendations for disciplinary action against employees accused of violations of a policy will be forwarded to a designee in Human Resources, who will initiate disciplinary proceedings in accordance with the University Policies. The Proceedings are in the form of a meeting with Human Resources. After completion of the proceedings, the Human Resources designee will issue an outcome letter to the complainant and respondent with a copy to the Title IX Coordinator for their files.</p> | <p>Complaints against Union Employee</p> <p>Recommendations for disciplinary action against employees accused of violations of a policy will be forwarded to a designee Human Resources, who will initiate disciplinary proceedings in accordance with the Collective Bargaining Agreement between the University and Union. The proceedings are in the form of a meeting with Human Resources. After completion of the proceedings, the Human Resources designee will issue an outcome letter to the complainant and respondent with a copy to the Title IX Coordinator for their files.</p> | <p>Complaints against Faculty Employee</p> <p>Recommendations for disciplinary action against faculty members accused of violations of a policy will be forwarded to the Provost, who will initiate disciplinary proceedings in accordance with Article XIX of the Collective Bargaining Agreement between the University and the American Association of University Professors (AAUP). The Proceeding is in the form of a Meeting with the Provost and Human Resources. After completion of the proceedings, the Provost will issue an outcome letter to the faculty member with a copy to the Complainant, Title IX Coordinator, and a designee of Human Resources for their files.</p> |
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Note: If an employee is found to not be responsible for violation of a policy, no disciplinary action will be given but the Provost or Human Resources designee will issue an outcome letter to the complainant and respondent with a copy to the Title IX Coordinator for their files.

Appeal Process (If Requested)

Grounds for an Appeal

1. A procedural error has occurred that significantly impacted the outcome (e.g. substantiated bias, material deviation from established procedures, etc.). This error must be described in the letter requesting an appeal. Minor or harmless deviations from the process will not invalidate the proceedings.
2. The discovery of significant and relevant new information that was unavailable during the original process, which has become available and could impact the outcome. A summary of this new evidence, why it was previously unavailable and its potential impact must be included in the request for an appeal.
3. The sanction imposed is clearly not appropriate for the violation.

How to Make an Appeal

- Step 1- File for an appeal within (3) business days after the receipt of the original outcome. Appeals can be made to the Human Resources Designee or Student Conduct Designee. (Note: If no appeal is made, the results are made final the parties will be simultaneously informed).
- Step 2- Once a request for an appeal is received, a decision will be rendered on eligibility for appeal usually within ten (10) business days. If grounds are not met, the request for an appeal will be denied with no further appeal through this Policy and the parties will be simultaneously so informed. If appropriate grounds are present, these will be presented to an appeals body (Appeal Panel) composed of three members of the Anti-Discrimination Panel, or will be returned to the investigator(s) for reconsideration.
- Step 3- An Appeal Panel will make changes to the finding only where there is clear procedural error and changes to the sanction(s) only if there is a compelling justification to do so. An appeal proceeding will include all parties to the complaint and all related documents. The Appeal Panel will be solely responsible for determining who should participate, what information is needed, and how proceedings will be structured.
- Step 4- The appeal panel may find that: (a) The appeal does not have sufficient merit as to the grounds listed above. In this case, the finding stands, as does the sanction; (b) The process in the original hearing/conference/meeting contained improprieties that substantially affected the outcome of the case. In this case, the matter will normally be returned to the original hearing/investigative body or person to reopen the hearing/conference/meeting with instructions for further proceedings. In unusual cases, the appeal board may require a new hearing/conference/meeting; (c) There is relevant new information that was not available at the time of the original hearing/conference/meeting. In this case, the matter will normally be returned to the original hearing/investigative body or person for consideration; (d) The sanction is clearly inappropriate. In this case, it may, at its discretion, refer the matter back to the original hearing/investigative body or person, or modify the sanction.
- Step 5- The final outcome of the appeal will be communicated simultaneously to the parties usually within five (5) business days following deliberations.

For more specific information for Students see the [Code of Conduct](#) page 24-25, and for Employees see the [Anti-Discrimination-Harassment-and-Retaliation Policy](#) page 24-25 or <https://adelphi.edu/site/iniversity-policy/sections/>

Step 5: Resolution

Both the complainant and the respondent have the right to call witnesses, present evidence, receive simultaneous written notice of the outcome of the proceeding, the right to appeal the decision, receive simultaneous written notice of any change to the result, and receive simultaneous written notice when the results become final.

Possible sanctions to be imposed:

- | | | |
|--|--|---|
| <ul style="list-style-type: none"> → Warning → Censure → Educational Sanction-Guidebook → Sanction → Education Sanction- Other → Referral for substance abuse assessment, counseling and/or treatment → Substance Abuse Education → Referral → BASICS 1 for Alcohol → BASICS 2 for Alcohol → BASICS 3 for Alcohol → BASICS 1 for Cannabis → BASICS 2 for Cannabis → BASICS 3 for Cannabis → Rehabilitation/Counseling → Suspension | <ul style="list-style-type: none"> → Disciplinary Probation → Residence Suspension → Restitution → Fines → Community Service → Termination of Employment → Suspension without Pay → Suspension with Pay → Reduction in Rank → Reduction in Compensation → Removal of Privileges/Restriction from Facilities and Activities → Clubs/Organization Revocation → Referral to police/fire authorities for prosecution → Referral to Governmental Agencies → Suspension | <ul style="list-style-type: none"> → Expulsion → Residence Suspension → Interim Suspension → Persons-Non-Grats (PNG) → Permanent Removal from Housing → Permanent Restriction from buildings → Interim Restriction from Residence Halls → Interim Restriction from Other Campus Buildings → Interim No Contact Order |
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For more information please see the [Annual Security and Fire Safety Report](#)

Student Bill of Rights

For sexual assault, dating violence, domestic violence and stalking.

Complainants of the above offenses are entitled to:

1. The right to make a report to the local law enforcement and/or the state police;
2. The right to have disclosures of sexual assault, dating violence, domestic violence and stalking treated seriously;
3. The right to make a decision about whether or not to disclose a crime or violation and participate in the University disciplinary process and/or criminal justice process free from pressure from the University;
4. The right to participate in a process that is fair, impartial and provides adequate notice and meaningful opportunity to be heard;
5. The right to be treated with dignity and to receive from the University courteous, fair and respectful health care and counseling services where available;
6. The right to be free from any suggestion that the reporting individual is at fault when these crimes and violations were committed, or should have acted in a different manner to avoid such crimes or violations;
7. The right to describe the incident to as few University representatives as practicable and not be required to unnecessarily repeat a description of the incident;
8. The right to be protected from retaliation by the University, any student, the accused and/or the respondent, and/or their friends, family and acquaintances within the jurisdiction of the University;
9. The right to at least one level of appeal of a determination;
10. The right to be accompanied by an advisor of choice who may assist and advise a reporting individual, accused or respondent throughout the University disciplinary proceedings including all meetings and hearings related to such proceedings;
11. The right to exercise civil rights and the practice of religion without interference by the investigative, criminal justice or disciplinary proceedings of the University.

For Reporting Individuals and Complainants

For sexual assault, dating violence, domestic violence and stalking.

1. A reporting individual or complainant's identity shall remain private at all times if the reporting individual or complainant wishes to maintain privacy.
2. If the accused is an employee of the University, the complainant has the right to disclose the incident to Human Resources and the right to request a confidential or private employee to assist in the reporting.
3. The right to receive assistance from an appropriate University representative on how to initiate legal proceedings in family or civil court.
4. The right to withdraw a complaint or involvement from the University process at any time.
5. All parties have the right to be provided with information about available resources, including intervention, mental health counseling and medical services, including costs.
6. To be assisted by Public Safety in obtaining an Order of Protection or an equivalent protective or restraining order. To receive a copy of the Order of Protection or equivalent when received by the University and be provided with the opportunity to speak with a Public Safety Officer to answer questions and explain the provisions of the order. To receive assistance from public safety in effecting an arrest when an Order of Protection is violated.
7. When the accused is a not a student, but is a member of the University Community and presents a continuing threat to the health and safety of the community, to subject the accused to interim measures in accordance with applicable collective bargaining agreements and the policies of the University.
8. To receive reasonable interim accommodations regarding academics, housing, employment, transportation or other applicable arrangements to help ensure safety, prevent retaliation and a hostile environment consistent with the University policies.
9. To receive a prompt response to the complaint and have it investigated and adjudicated by impartial individuals who have been trained annually in conducting investigations.
10. Both parties have the right to exclude their own prior sexual history with persons other than the other party to the proceedings or their own mental health diagnosis and/or treatment from admittance into the disciplinary stages that determine responsibility. Past findings of dating violence, domestic violence, stalking or sexual assault may be admissible in the sanction stage.
11. Both parties have the right to choose whether to disclose or discuss the outcome of the University proceeding and have information obtained during the proceedings protected from public release until the appeals panel makes final determination, unless required by law.

Appendix 3: New York State Law Definitions Regarding Sex Offenses



New York State Law Definitions Regarding Sex Offenses 2019

Violence against women act specific definitions: The Violence Against Women Act and its proposed regulations require the inclusion of certain New York state definitions in a campus's Annual Security Report and also require that those definitions be provided in campaigns, orientations, programs and trainings for employees and students. Definitions required include: affirmative consent, dating violence, domestic violence, sexual assault and stalking. For more information on the below or other crimes, you can go to The [NYS Penal Law](#) website.

New York State Education Law, [Article 129-B, section 6441](#): Affirmative Consent to Sexual Activity states:

1. "Affirmative consent is a knowing, voluntary, and mutual decision among all participants to engage in sexual activity. Consent can be given by words or actions, as long as these words or actions create clear permission regarding willingness to engage in sexual activity. Silence or lack of resistance, in and of itself, does not demonstrate consent. The definition of consent does not vary based upon a participant's sex, sexual orientation, gender identity, or gender expression."
2. Each institution's code of conduct shall reflect the following principles as guidance for the institutions community."
 - a. Consent to any sexual act or prior consensual sexual activity between or with any party does not necessarily constitute consent to any other sexual act.
 - b. Consent is required regardless of whether the person initiating the act is under the influence of drugs and/or alcohol.
 - c. Consent may be initially given but withdrawn at any time.
 - d. Consent cannot be given when a person is incapacitated, which occurs when an individual lacks the ability to knowingly choose to participate in sexual activity. Incapacitation may be caused by the lack of consciousness or being asleep, being involuntarily retained, or if an individual otherwise cannot consent. Depending on the degree of intoxication, someone who is under the influence of alcohol, drugs, or other intoxicants may be incapacitated and therefore unable to consent.
 - e. Consent cannot be given when it is the result of any coercion, intimidation, force, or threat of harm.
 - f. When consent is withdrawn or can no longer be given, sexual activity must stop.

Additional Consent Information:

Sexual violence is sexual activity without consent.

- **Consent is lacking** in circumstances under which, at the time of the act of intercourse, oral sexual conduct, or anal sexual conduct, the victim clearly expressed that he or she did not consent to engage in such act, and a reasonable person in the actor's situation would have understood such person's words and acts as an expression of lack of consent to such act under all the circumstances.
- **Consent cannot be given when a person is temporarily incapacitated.** Temporary incapacitation occurs when an individual is incapable of appraising or controlling his or her conduct owing to the influence of a narcotic or intoxicating substance regardless of whether or not such substance was voluntarily consumed.
- **Consent cannot be given when one is physically helpless.** Physical helplessness occurs when an individual is unconscious or for any other reason is physically incapable to communicate unwillingness to an act.



New York State Law Definitions Regarding Sex Offenses 2019

- **Consent cannot be given when one is physically compelled** by force or threat of harm or when involuntarily restrained.
- **Consent cannot be given** if any of the parties are under the age of seventeen.
- **Consent cannot be given when a person suffers from a mental disease or defect**, which renders him or her incapable of appraising the nature of his or her conduct.
- **Consent** to any sexual act or prior consensual sexual activity between or with any party **does not constitute consent** to any other sexual act. **When consent is withdrawn at any time, sexual activity must stop.**

New York State Penal Laws

S 130.20 Sexual misconduct: A person is guilty of sexual misconduct when: 1. He or she engages in sexual intercourse with another person without such person's consent; or 2. He or she engages in oral sexual conduct or anal sexual conduct with another person without such person's consent; or 3. He or she engages in sexual conduct with an animal or a dead human body.

Sexual misconduct is a class A misdemeanor.

S 130.25 Rape in the third degree: A person is guilty of rape in the third degree when: 1. He or she engages in sexual intercourse with another person who is incapable of consent by reason of some factor other than being less than seventeen years old; 2. Being twenty-one years old or more, he or she engages in sexual intercourse with another person less than seventeen years old; or 3. He or she engages in sexual intercourse with another person without such person's consent where such lack of consent is by reason of some factor other than incapacity to consent.

Rape in the third degree is a class E felony.

S 130.30 Rape in the second degree: A person is guilty of rape in the second degree when: 1. being eighteen years old or more, he or she engages in sexual intercourse with another person less than fifteen years old; or 2. he or she engages in sexual intercourse with another person who is incapable of consent by reason of being mentally disabled or mentally incapacitated. It shall be an affirmative defense to the crime of rape in the second degree as defined in subdivision one of this section that the defendant was less than four years older than the victim at the time of the act.

Rape in the second degree is a class D felony.

S 130.35 Rape in the first degree: A person is guilty of rape in the first degree when he or she engages in sexual intercourse with another person: 1. By forcible compulsion; or 2. Who is incapable of consent by reason of being physically helpless; or 3. Who is less than eleven years old; or 4. Who is less than thirteen years old and the actor is eighteen years old or more.

Rape in the first degree is a class B felony.

S 130.40 Criminal sexual act in the third degree: A person is guilty of criminal sexual act in the third degree when: 1. He or she engages in oral sexual conduct or anal sexual conduct with a person who is incapable of consent by reason of some factor other than being less than seventeen years old; 2. Being twenty-one years old or more, he or she engages in oral sexual conduct or anal sexual conduct with a

New York State Law Definitions Regarding Sex Offenses 2019



person less than seventeen years old; or 3. He or she engages in oral sexual conduct or anal sexual conduct with another person without such person's consent where such lack of consent is by reason of some factor other than incapacity to consent.

Criminal sexual act in the third degree is a class E felony.

S 130.45 Criminal sexual act in the second degree: A person is guilty of criminal sexual act in the second degree when: 1. being eighteen years old or more, he or she engages in oral sexual conduct or anal sexual conduct with another person less than fifteen years old; or 2. he or she engages in oral sexual conduct or anal sexual conduct with another person who is incapable of consent by reason of being mentally disabled or mentally incapacitated. It shall be an affirmative defense to the crime of criminal sexual act in the second degree as defined in subdivision one of this section that the defendant was less than four years older than the victim at the time of the act.

Criminal sexual act in the second degree is a class D felony.

S 130.50 Criminal sexual act in the first degree: A person is guilty of criminal sexual act in the first degree when he or she engages in oral sexual conduct or anal sexual conduct with another person: 1. By forcible compulsion; or 2. Who is incapable of consent by reason of being physically helpless; or 3. Who is less than eleven years old; or 4. Who is less than thirteen years old and the actor is eighteen years old or more.

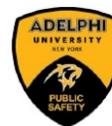
Criminal sexual act in the first degree is a class B felony.

S 130.52 Forcible touching: A person is guilty of forcible touching when such person intentionally, and for no legitimate purpose: 1. forcibly touches the sexual or other intimate parts of another person for the purpose of degrading or abusing such person, or for the purpose of gratifying the actor's sexual desire; or 2. subjects another person to sexual contact for the purpose of gratifying the actor's sexual desire and with intent to degrade or abuse such other person while such other person is a passenger on a bus, train, or subway car operated by any transit agency, authority or company, public or private, whose operation is authorized by New York state or any of its political subdivisions. For the purposes of this section, forcible touching includes squeezing, grabbing or pinching.

Forcible touching is a class A misdemeanor.

S 130.53 Persistent sexual abuse: A person is guilty of persistent sexual abuse when he or she commits the crime of forcible touching, as defined in section 130.52 of this article, sexual abuse in the third degree, as defined in section 130.55 of this article, or sexual abuse in the second degree, as defined in section 130.60 of this article, and, within the previous ten year period, excluding any time during which such person was incarcerated for any reason, has been convicted two or more times, in separate criminal transactions for which sentence was imposed on separate occasions, of forcible touching, as defined in section 130.52 of this article, sexual abuse in the third degree as defined in section 130.55 of this article, sexual abuse in the second degree, as defined in section 130.60 of this article, or any offense defined in this article, of which the commission or attempted commission thereof is a felony.

Persistent sexual abuse is a class E felony.



New York State Law Definitions Regarding Sex Offenses 2019

S 130.55 Sexual abuse in the third degree: A person is guilty of sexual abuse in the third degree when he or she subjects another person to sexual contact without the latter's consent; except that in any prosecution under this section, it is an affirmative defense that (a) such other person's lack of consent was due solely to incapacity to consent by reason of being less than seventeen years old, and (b) such other person was more than fourteen years old, and (c) the defendant was less than five years older than such other person.

Sexual abuse in the third degree is a class B misdemeanor.

S 130.60 Sexual abuse in the second degree: A person is guilty of sexual abuse in the second degree when he or she subjects another person to sexual contact and when such other person is: 1. Incapable of consent by reason of some factor other than being less than seventeen years old; or 2. Less than fourteen years old.

Sexual abuse in the second degree is a class A misdemeanor.

S 130.65 Sexual abuse in the first degree: A person is guilty of sexual abuse in the first degree when he or she subjects another person to sexual contact: 1. By forcible compulsion; or 2. When the other person is incapable of consent by reason of being physically helpless; or 3. When the other person is less than eleven years old; or 4. When the other person is less than thirteen years old and the actor is twenty-one years old or older.

Sexual abuse in the first degree is a class D felony.

S 130.65-a Aggravated sexual abuse in the fourth degree: 1. A person is guilty of aggravated sexual abuse in the fourth degree when: (a) He or she inserts a foreign object in the vagina, urethra, penis, rectum or anus of another person and the other person is incapable of consent by reason of some factor other than being less than seventeen years old; or (b) He or she inserts a finger in the vagina, urethra, penis, rectum or anus of another person causing physical injury to such person and such person is incapable of consent by reason of some factor other than being less than seventeen years old. 2. Conduct performed for a valid medical purpose does not violate the provisions of this section.

Aggravated sexual abuse in the fourth degree is a class E felony.

S 130.66 Aggravated sexual abuse in the third degree: 1. A person is guilty of aggravated sexual abuse in the third degree when he or she inserts a foreign object in the vagina, urethra, penis, rectum or anus of another person: (a) By forcible compulsion; or (b) When the other person is incapable of consent by reason of being physically helpless; or (c) When the other person is less than eleven years old. 2. A person is guilty of aggravated sexual abuse in the third degree when he or she inserts a foreign object in the vagina, urethra, penis, rectum or anus of another person causing physical injury to such person and such person is incapable of consent by reason of being mentally disabled or mentally incapacitated. 3. Conduct performed for a valid medical purpose does not violate the provisions of this section.

Aggravated sexual abuse in the third degree is a class D felony.



New York State Law Definitions Regarding Sex Offenses 2019

S 130.67 Aggravated sexual abuse in the second degree: 1. A person is guilty of aggravated sexual abuse in the second degree when he or she inserts a finger in the vagina, urethra, penis, rectum or anus of another person causing physical injury to such person: (a) By forcible compulsion; or (b) When the other person is incapable of consent by reason of being physically helpless; or (c) When the other person is less than eleven years old. 2. Conduct performed for a valid medical purpose does not violate the provisions of this section.

Aggravated sexual abuse in the second degree is a class C felony.

S 130.70 Aggravated sexual abuse in the first degree: 1. A person is guilty of aggravated sexual abuse in the first degree when he or she inserts a foreign object in the vagina, urethra, penis, rectum or anus of another person causing physical injury to such person: (a) By forcible compulsion; or (b) When the other person is incapable of consent by reason of being physically helpless; or (c) When the other person is less than eleven years old. 2. Conduct performed for a valid medical purpose does not violate the provisions of this section.

Aggravated sexual abuse in the first degree is a class B felony.

S 130.75 Course of sexual conduct against a child in the first degree: 1. A person is guilty of course of sexual conduct against a child in the first degree when, over a period of time not less than three months in duration: (a) he or she engages in two or more acts of sexual conduct, which includes at least one act of sexual intercourse, oral sexual conduct, anal sexual conduct or aggravated sexual contact, with a child less than eleven years old; or (b) he or she, being eighteen years old or more, engages in two or more acts of sexual conduct, which include at least one act of sexual intercourse, oral sexual conduct, anal sexual conduct or aggravated sexual contact, with a child less than thirteen years old. 2. A person may not be subsequently prosecuted for any other sexual offense involving the same victim unless the other charged offense occurred outside the time period charged under this section.

Course of sexual conduct against a child in the first degree is a class B felony.

S 130.80 Course of sexual conduct against a child in the second degree: 1. A person is guilty of course of sexual conduct against a child in the second degree when, over a period of time not less than three months in duration: (a) he or she engages in two or more acts of sexual conduct with a child less than eleven years old; or (b) he or she, being eighteen years old or more, engages in two or more acts of sexual conduct with a child less than thirteen years old. 2. A person may not be subsequently prosecuted for any other sexual offense involving the same victim unless the other charged offense occurred outside the time period charged under this section.

Course of sexual conduct against a child in the second degree is a class D felony.

S 130.90 Facilitating a sex offense with a controlled substance: A person is guilty of facilitating a sex offense with a controlled substance when he or she: 1. knowingly and unlawfully possesses a controlled substance or any preparation, compound, mixture or substance that requires a prescription to obtain and administers such substance or preparation, compound, mixture or substance that requires a prescription to obtain to another person without such person's consent and with intent to commit



New York State Law Definitions Regarding Sex Offenses 2019

against such person conduct constituting a felony defined in this article; and 2. commits or attempts to commit such conduct constituting a felony defined in this article.

Facilitating a sex offense with a controlled substance is a class D felony.

S 255.25 Incest in the third degree: A person is guilty of incest in the third degree when he or she marries or engages in sexual intercourse, oral sexual conduct or anal sexual conduct with a person whom he or she knows to be related to him or her, whether through marriage or not, as an ancestor, descendant, brother or sister of either the whole or the half blood, uncle, aunt, nephew or niece.
Incest is a class E felony.

S 255.26 Incest in the second degree: A person is guilty of incest in the second degree when he or she commits the crime of rape in the second degree, as defined in section 130.30 of this part, or criminal sexual act in the second degree, as defined in section 130.45 of this part, against a person whom he or she knows to be related to him or her, whether through marriage or not, as an ancestor, descendant, brother or sister of either the whole or the half blood, uncle, aunt, nephew or niece.
Incest is a class D felony.

S 255.27 Incest in the first degree: A person is guilty of incest in the first degree when he or she commits the crime of rape in the first degree, as defined in subdivision three or four of section 130.35 of this part, or criminal sexual act in the first degree, as defined in subdivision three or four of section 130.50 of this part, against a person whom he or she knows to be related to him or her, whether through marriage or not, as an ancestor, descendant, brother or sister of either the whole or half blood, uncle, aunt, nephew or niece.
Incest is a class B felony.

Domestic Violence/Dating Violence ([NY Social Services Law 459-a](#); [NY Criminal Procedure Law Section 530.11](#)): New York state does not specifically define “domestic violence” within its Penal Law.

Domestic Violence: as defined in the Social Services Law under the Domestic Violence Prevention Act. A “victim of domestic violence” under that law means any person over the age of sixteen, any married person or any parent accompanied by his or her minor child or children in situations in which such person or such person’s child is a victim of an act which would constitute a violation of the penal law, including, but not limited to acts constituting disorderly conduct, harassment, aggravated harassment, sexual misconduct, forcible touching, sexual abuse, stalking, criminal mischief, menacing, reckless endangerment, kidnapping, assault, attempted assault, attempted murder, criminal obstruction of breathing or blood circulation, or strangulation; and (i) such act or acts have resulted in actual physical or emotional injury or have created a substantial risk of physical or emotional harm to such person or



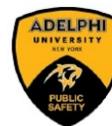
New York State Law Definitions Regarding Sex Offenses 2019

such person's child; and (ii) such act or acts are or are alleged to have been committed by a family or household member.

- A family or household member is defined as persons related by consanguinity or affinity; Persons legally married to one another; Persons formerly married to one another regardless of whether they still reside in the same household; Persons who have a child in common regardless of whether such persons are married or have lived together at any time; Unrelated persons who are continually or at regular intervals living in the same household or who have in the past continually or at regular intervals lived in the same household; Persons who are not related by consanguinity or affinity and who are or have been in an intimate relationship regardless of whether such persons have lived together at any time; or any other category of individuals deemed to be a victim of domestic violence as defined by the office of children and family services in regulation. Factors that may be considered in determining whether a relationship is an "intimate relationship" include, but are not limited to: the nature or type of relationship regardless of whether the relationship is sexual in nature; the frequency of interaction between the persons; and the duration of the relationship. Neither a casual acquaintance nor ordinary fraternization between two individuals in business or social contexts shall be deemed to constitute an "intimate relationship".
- A parent means natural or adoptive parent or any individual lawfully charged with a minor child's care or custody.

Further, under the NY Criminal Procedure Law Section 530.11, the family courts and the criminal courts have concurrent jurisdiction over any proceeding concerning: acts which would constitute disorderly conduct (including disorderly conduct not in a public place), harassment in the first degree, harassment in the second degree, aggravated harassment in the second degree, sexual misconduct, forcible touching, sexual abuse in the third degree, sexual abuse in the second degree, stalking in the first degree, stalking in the second degree, stalking in the third degree, stalking in the fourth degree, criminal mischief, menacing in the second degree, menacing in the third degree, reckless endangerment, strangulation in the first degree, strangulation in the second degree, criminal obstruction of breathing or blood circulation, assault in the second degree, assault in the third degree, an attempted assault, identity theft in the first degree, identity theft in the second degree, identity theft in the third degree, grand larceny in the fourth degree, grand larceny in the third degree or coercion in the second degree, between spouses or former spouses, or between parent and child, or between members of the same family or household except that if the respondent would not be criminally responsible by reason of age, then the family court shall have exclusive jurisdiction over such proceeding. Notwithstanding a complainant's election to proceed in family court, the criminal court shall not be divested of jurisdiction to hear a family offense proceeding pursuant to this section.

Family or Household Members: persons related by consanguinity or affinity; persons legally married to one another; persons formerly married to one another regardless of whether they still reside in the same household; persons who have a child in common, regardless of whether such persons have been married or have lived together at any time; and persons who are not related by consanguinity or affinity and who are or have been in an intimate relationship regardless of whether such persons have lived together at any time. Factors the court may consider in determining whether a relationship is an



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"*intimate relationship*" include but are not limited to: the nature or type of relationship, regardless of whether the relationship is sexual in nature; the frequency of interaction between the persons; and the duration of the relationship. Neither a casual acquaintance nor ordinary fraternization between two individuals in business or social contexts shall be deemed to constitute an "intimate relationship".

Dating Violence: New York State does not specifically define "dating violence." However, under New York Law, intimate relationships are covered by the definition of domestic violence when the act constitutes a crime listed elsewhere in this document and is committed by a person in an "intimate relationship" with the victim. See "Family or Household Member" for definition of "intimate relationship."

New York State Penal Laws (Stalking)

S 120.45 Stalking in the fourth degree: A person is guilty of stalking in the fourth degree when he or she intentionally, and for no legitimate purpose, engages in a course of conduct directed at a specific person, and knows or reasonably should know that such conduct: 1. is likely to cause reasonable fear of material harm to the physical health, safety or property of such person, a member of such person's immediate family or a third party with whom such person is acquainted; or 2. causes material harm to the mental or emotional health of such person, where such conduct consists of following, telephoning or initiating communication or contact with such person, a member of such person's immediate family or a third party with whom such person is acquainted, and the actor was previously clearly informed to cease that conduct; or 3. is likely to cause such person to reasonably fear that his or her employment, business or career is threatened, where such conduct consists of appearing, telephoning or initiating communication or contact at such person's place of employment or business, and the actor was previously clearly informed to cease that conduct. For the purposes of subdivision two of this section, "following" shall include the unauthorized tracking of such person's movements or location through the use of a global positioning system or other device.

Stalking in the fourth degree is a class B misdemeanor.

S 120.50 Stalking in the third degree: A person is guilty of stalking in the third degree when he or she: 1. Commits the crime of stalking in the fourth degree in violation of section 120.45 of this article against three or more persons, in three or more separate transactions, for which the actor has not been previously convicted; or 2. Commits the crime of stalking in the fourth degree in violation of section 120.45 of this article against any person, and has previously been convicted, within the preceding ten years of a specified predicate crime, as defined in subdivision five of section 120.40 of this article, and the victim of such specified predicate crime is the victim, or an immediate family member of the victim, of the present offense; or 3. With intent to harass, annoy or alarm a specific person, intentionally engages in a course of conduct directed at such person which is likely to cause such person to reasonably fear physical injury or serious physical injury, the commission of a sex offense against, or the kidnapping, unlawful imprisonment or death of such person or a member of such person's immediate family; or 4. Commits the crime of stalking in the fourth degree and has previously been convicted within the preceding ten years of stalking in the fourth degree.

Stalking in the third degree is a class A misdemeanor.

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S 120.55 Stalking in the second degree: A person is guilty of stalking in the second degree when he or she: 1. Commits the crime of stalking in the third degree as defined in subdivision three of section 120.50 of this article and in the course of and in furtherance of the commission of such offense: (i) displays, or possesses and threatens the use of, a firearm, pistol, revolver, rifle, shotgun, machine gun, electronic dart gun, electronic stun gun, cane sword, billy, blackjack, bludgeon, plastic knuckles, metal knuckles, chuka stick, sand bag, sandclub, slingshot, slungshot, shirken, "Kung Fu Star", dagger, dangerous knife, dirk, razor, stiletto, imitation pistol, dangerous instrument, deadly instrument or deadly weapon; or (ii) displays what appears to be a pistol, revolver, rifle, shotgun, machine gun or other firearm; or 2. Commits the crime of stalking in the third degree in violation of subdivision three of section 120.50 of this article against any person, and has previously been convicted, within the preceding five years, of a specified predicate crime as defined in subdivision five of section 120.40 of this article, and the victim of such specified predicate crime is the victim, or an immediate family member of the victim, of the present offense; or 3. Commits the crime of stalking in the fourth degree and has previously been convicted of stalking in the third degree as defined in subdivision four of section 120.50 of this article against any person; or 4. Being twenty-one years of age or older, repeatedly follows a person under the age of fourteen or engages in a course of conduct or repeatedly commits acts over a period of time intentionally placing or attempting to place such person who is under the age of fourteen in reasonable fear of physical injury, serious physical injury or death; or 5. Commits the crime of stalking in the third degree, as defined in subdivision three of section 120.50 of this article, against ten or more persons, in ten or more separate transactions, for which the actor has not been previously convicted.

Stalking in the second degree is a class E felony.

S 120.60 Stalking in the first degree: A person is guilty of stalking in the first degree when he or she commits the crime of stalking in the third degree as defined in subdivision three of section 120.50 or stalking in the second degree as defined in section 120.55 of this article and, in the course and furtherance thereof, he or she: 1. intentionally or recklessly causes physical injury to the victim of such crime; or 2. commits a class A misdemeanor defined in article one hundred thirty of this chapter, or a class E felony defined in section 130.25, 130.40 or 130.85 of this chapter, or a class D felony defined in section 130.30 or 130.45 of this chapter.

Stalking in the first degree is a class D felony.

New York State Law Definitions Regarding Sex Offenses 2019



Possible Penalties for Sex Offenses

The New York State Penal Law provides for the following possible penalties for the various classifications of sexual assault offenses:

Offense	Sentence
'A' Violent Felony	Life, 20-25 years
'B' Violent Felony	5-25 years
'B' Non Violent Felony	1-3, Max 25 years
'C' Violent Felony	3½ to 15 years
'C' Non Violent Felony	No Jail, Probation, 1-2 years to 15 Years
'D' Violent Felony	2-7 Years

Offense	Sentence
'D' Non Violent Felony	No Jail, Probation, 1-3 to 7 years
'E' Violent Felony	No Jail, Probation, 1½ to 4 years
'E' Non Violent Felony	No Jail, Probation, 1½ to 4 years
'A' Misdemeanor	<1 year and/or up to \$1000.00 fine
'B' Misdemeanor	<3 months and/or up to \$500.00 Fine

Appendix 4: Definitions of Sanctions

- **Warning:** Written notice to the offender that continuation or repetition of prohibited conduct may be cause for further disciplinary action.
- **Censure:** A written reprimand for violation of specified regulations, including a warning that continuation or repetition of prohibited conduct may result in further disciplinary action.
- **Educational Sanction-Guidebook Sanction:** The required completion of one or more assignments, projects, activities, and/or other endeavors (from a guide-book), which are determined appropriate to the offense and is designed to provide the student with a better understanding of his or her behavior and that behavior's impact on others.
- **Education Sanction- Individualized:** The required completion of one or more assignments, projects, activities, and/or other endeavors (individualized for your needed learning experience), which are determined appropriate to the offense and is designed to provide the student with a better understanding of his or her behavior and that behavior's impact on others.
- **Referral for substance abuse assessment, counseling &/or Treatment:** A meeting with the Coordinator of Substance Use Counseling and Prevention Programming, or other designee in Alcohol and Other Drug Education, which will assess, counsel, or treat your substance.
- **Substance Use Education Referral:** A meeting with the Coordinator of Substance Use Counseling and Prevention Programming, or other designee in Alcohol and Other Drug Education.
- **BASICS 1 for Alcohol:** Referral to BASICS 1 consists of two sessions that take place two weeks apart. The first session is conducted in a group and the second session in an individual follow up session. The first session is about 90 minutes long and you will meet as a group of up to 6 students.
- **BASICS 2 for Alcohol:** Referral to BASICS 2 consists of two sessions: one 90 minute 1-on-1 session, including one online assessment and one 50 minute session. The focus is primarily on the goals and obstacles to achieving the goals that you identified when you attended BASICS 1. Educational assignments may be assigned between the two sessions.
- **BASICS 3 for Alcohol:** Referral to BASICS 3 consists of three sessions: one 90 minute session, including one online assessment and two 50 minute sessions. Educational assignments may be assigned and referrals to other providers may be made.
- **BASICS 1 for Cannabis:** Referral to BASICS 1 consists of two sessions that take place two weeks apart. The first session is conducted in a group and the second session in an individual follow up session. The first session is about 90 minutes long and you will meet as a group of up to 6 students.
- **BASICS 2 for Cannabis:** Referral to BASICS 2 consists of two sessions: one 90 minute 1-on-1 sessions, including one online assessment and one 50 minute session. The focus is primarily on the goals and obstacles to achieving the goals that you identified when you attended BASICS 1. Educational assignments may be assigned between the two sessions.
- **BASICS 3 for Cannabis:** Referral to BASICS 3 consists of three sessions: one 90 minute session, including one online assessment and two 50 minute sessions. Educational assignments may be assigned and referrals to other providers may be made.
- **Rehabilitation/Counseling:** Mandatory completion of a rehabilitation program for drug or alcohol related offenses and/or mandatory completion of a counseling program for anger-related or other violations. The student may be responsible for paying a fee for such a program.

- **Disciplinary Probation:** A period of increased scrutiny of a student's behavior. This may include exclusion from participation in privileged or co-curricular activities for a specified period; additional restrictions or conditions may be imposed. Violations of disciplinary probation terms, or any other Code violations during the probation period, will normally result in suspension or expulsion from the University.
- **Residence Probation:** A period of increased scrutiny of a resident student's behavior to determine if the student should remain in housing. This may also include exclusion from participation in privileged residence hall activities for a specified period.
- **Restitution:** Repayment to the University or to an affected party for damages resulting from a violation of this Code.
- **Fines:** In certain instances, students may be required to pay a monetary fine if found to have violated certain policies.
- **Community Service:** Designated service to the University or to another entity designed to compensate the University community for violations of this Code.
- **Termination of Employment:** Loss of a specific job on-campus, or the privilege of working on-campus in general.
- **Suspension without Pay:** Temporary removal of an employee from performing his/her work duties and from receiving pay.
- **Suspension with Pay:** Temporary removal of an employee from performing his/her work duties and but pay is still received.
- **Reduction in Rank:** A demotion is a change in an employee's status or job title at the University and is associated with the loss of privileges such as a reduction in salary or benefits.
- **Reduction in Compensation:** The change in an employee's status or job title due to violating University Policy and is associated with a reduction in salary or benefits.
- **Removal of Privileges/Restriction from Facilities and Activities:** Exclusion from designated privileges, facilities, and/or activities.
- **Clubs/Organization Revocation:** Cancellation of a club or organization due to violations of the Code.
- **Referral to police/fire authorities for prosecution:** This can occur due to the serious nature of a fire safety violation, and the details of this incident will be reported to the Garden City Police/Fire Authorities for possible prosecution at the department's discretion.
- **Referral to Governmental Agencies:**
- **Suspension:** Exclusion from classes and other privileges and activities as set forth in a written notice for a definite period of time, usually not exceeding one year. A suspended student is persona non grata (banned) from all University facilities, grounds, buildings, programs, and activities. As a condition of suspension, credits earned elsewhere during the period of suspension may not be transferable to Adelphi and will be determined on a case-by-case basis.
- **Expulsion:** Termination of student status and permanent exclusion from University privileges and activities. An expelled student is permanently persona non grata (banned) from all University facilities, grounds, buildings, programs, and activities.
- **Residence Suspension:** Exclusion from residence halls for a specified period.
- **Interim Suspension:** The student is suspended from the University temporarily, effective immediately. Suspension shall become immediately effective without prior notice whenever there is evidence that the continued presence of the student on campus poses a substantial and immediate threat to himself, herself, or to others, or interferes with normal University operations or activities as specified in Section 10.3 of the Code of Conduct.

- **Persona-Non-Grata (PNG):**Banned from Adelphi University facilities, grounds, buildings, programs, and activities. You may not be present on campus at any time, for any reason, without prior written permission. If you are found on campus, you will be subject to arrest for criminal trespass.
- **Permanent Removal from Housing:** Permanent exclusion from residence halls.
- **Permanent Restriction from building(s):** Permanent exclusion from building(s) other than a residence hall(s).
- **Temporary Restriction from building(s):** Temporary exclusion from building(s) other than a residence hall(s).
- **Interim Restriction from Residence Halls:** Temporary exclusion from residence halls.
- **Interim Restriction from Other Campus Buildings:** Temporary exclusion from campus building(s) other than a residence hall
- **Interim No Contact Order:** A notification letter is given as a result of the information available, and in consideration of the serious nature of a conflict. The letter is instruction for no further contact with another person. This includes indirect communication through other parties or the use of social media.