



**ANNUAL SECURITY AND
FIRE SAFETY REPORT
2016**

LONG ISLAND UNIVERSITY 2016 ANNUAL SECURITY AND FIRE SAFETY REPORT

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FOREWORD

The 2016 Annual Security and Fire Safety Report, issued in compliance with the federal Jeanne Clery Disclosure of Campus Security Policy and Campus Crime Statistics Act of 1990, New York Educational Law Article 129-B (enacted in July 2015) and various other laws and regulations, contains Long Island University’s policy statements concerning safety and security, and crime and fire statistics for the University. The report is available to every student and employee; and to every prospective student and employee of LIU upon request by contacting either the Admissions Office, the Registrar’s Office or by accessing the following website: <http://liu.edu/About-LIU/University-Policies>.

Requests for further information can be directed to the Public Safety department for each campus, as follows:

Campus	URL	Phone
LIU Post	http://www.liu.edu/CWPost/Public-safety	516-299-2214
LIU Brooklyn	http://www.liu.edu/Brooklyn/Public-safety	718-488-1078
LIU Riverhead	http://www.liu.edu/Riverhead/StudServ/Public-Safety	631-548-3636
LIU Brentwood	http://www.liu.edu/Brentwood/Services/Public-Safety	631-451-4242
LIU Hudson	http://www.liu.edu/Hudson/StudServ/Public-Safety	845-359-3700 (Rockland) 914-251-6900 (Westchester)

The federal Jeanne Clery Disclosure of Campus Security Policy and Campus Crime Statistics Act, more commonly known as the Clery Act, requires colleges and universities to:

- Publish an annual report every year by October 1 that contains three previous years of campus crime and fire safety statistics and certain campus security policy statements;
- Disclose crime statistics for the campus, public areas immediately adjacent to or running through the campus, and certain non-campus facilities and remote classrooms. The statistics must be gathered from campus police or security, local law enforcement, and other University officials who have “significant responsibility for student and campus activities”;
- Provide “timely warning” notices of those crimes that have occurred and pose an ongoing “threat to students and employees”;
- Implement emergency notification procedures if there is an immediate threat to the health or safety of students or employees on campus;
- Disclose in a public crime log “any crime that occurred on campus ... or within the patrol jurisdiction of the campus police or the campus security department and is reported to the campus police or security department”; and
- Maintain in a public fire log a record of any fire that occurred in an on-campus student housing facility.

Long Island University adheres to and complies with these requirements.

PART 1 – University-Wide Policies and Information

PUBLIC SAFETY

Confidential Reports

Persons wanting to report a crime or incident can do so confidentially. Statistics for all reportable crimes will be included in the annual crime statistic report without divulging the person's name or any other information that would infringe on his/her confidentiality.

Response to Reported Incidents

Public Safety Officers will complete written reports of any incidents that occur on campus or other mandated areas. Reports are kept on file in the Public Safety Office and copies are distributed to the appropriate Campus departments. Follow-up investigations are conducted, and local law enforcement agencies are notified when appropriate.

Crime Log

The Department of Public Safety maintains a daily campus crime log. The log records incident number, date of crime, time of occurrence, general location, and disposition (if known). The Department must make these entries, except where such disclosures are prohibited by law or would jeopardize the confidentiality of the victim. The crime log is accessible to the public for the most recent 60-day period during normal business hours. The institution will make available any portion of the log older than 60 days within two business days of a request for inspection.

Advisory Committee on Campus Security

The Advisory Committee on Campus Security is composed of students, faculty and staff. The committee reviews current campus security procedures and makes recommendations for their improvement.

Timely Warning

The Public Safety Department, in a timely manner, reports to the campus community incidents that represent clear or a possible threat to the safety of its members. The Department shall inform the community on a case-by-case basis of the following reported crimes as defined in the Uniform Crime Report using the most appropriate means available to reach the affected campus population (i.e. posted crime alerts, voice mail, the campus website):

- Murder
- Manslaughter
- Aggravated Assault
- Sex Offenses:
 - Forcible
 - Non Forcible
- Robbery
- Burglary
- Arson
- Motor Vehicle Theft

The campus community shall also be informed of any hate-associated factors related to the above listed crimes or other crimes of bodily injury; however the University shall withhold as confidential the identity of the victim(s). The Department's response and police investigation is necessary to ensure that racism, prejudice and violence will not be tolerated in our community and that perpetrator or such crimes will be prosecuted.

GENERAL SAFETY TIPS

To help prevent theft and other crimes, please adhere to the following tips:

- Lock your door-even when going out for a short period.
- Always secure and/or conceal valuable items when leaving your room.
- Never give out your room access code number.
- Always lock your windows when leaving your room.
- Do not prop open doors.
- Be aware of happenings and persons in your building.
- Report any suspicious persons and/or activity to Public Safety IMMEDIATELY.
- Escort your guest(s) to and from the main entrance of the residence halls.
- Record serial number of any valuable items when available.
- For items without serial numbers, take a photo and record a written description.
- During prolonged breaks such as winter and spring recesses assure that all valuable items are properly secured and remove non-securable items.

EMERGENCY NOTIFICATION SYSTEM

In the event of an emergency, the LIU Emergency Alert System is designed to instantly and simultaneously contact LIU Post students, faculty and staff via notifications to their official Long Island University email account, a text message to their cell phone (if registered) and general announcements on LIU Post's homepage www.liu.edu, as well as the official accounts for each campus on Facebook (LIU Post: [facebook.com/LIUPost](https://www.facebook.com/LIUPost); LIU Brooklyn: [facebook.com/liubrooklyn](https://www.facebook.com/liubrooklyn)) and Twitter (LIU Post: twitter.com/liupost; LIU Brooklyn: twitter.com/liubrooklyn) accounts.

FOR STUDENTS: Your official email account address is: firstname.lastname@my.liu.edu (register at <http://my.liu.edu>).

Emergency messages also can be sent to your cell phone via text messaging. If you have already activated your My LIU account and need to change your cell phone number you can visit the Center for Student Information.

LIU students should log in regularly to the My LIU web portal as it is the University's primary method for delivering emergency information to students. Access to My LIU is available at <http://my.liu.edu> or on the LIU Post home page (upper right corner).

FREQUENTLY ASKED QUESTIONS

When Will the LIU Emergency Alert System Be Used? The Emergency Alert System will be used when quick action is urgently required by the campus community. Examples include:

- Sheltering from a storm
- A dangerous situation such as a chemical spill, bomb threat or dangerous person

How Will I Know the Emergency Alert Message is Genuine? The message sender will appear as follows:

- | | |
|---|--|
| <ul style="list-style-type: none"> • LIU Post <ul style="list-style-type: none"> • For an email: LIU Post Information • For a phone call: 516-299-2700 | <p>LIU Brooklyn</p> <ul style="list-style-type: none"> • For a text message: Brooklyn campus alert • For an e-mail: Brooklyn Campus Information • For a phone call: 718-488-1078 |
|---|--|

Will My Contact Information be Shared with Anyone?

If you register your cell phone number with the university to receive emergency messages via text or voicemail, it will remain confidential and will not be sold, disclosed or traded to anyone or used for anything other than the LIU Post Emergency Alert System.

Is there a Fee for the Emergency Alert System?

LIU will not charge a fee for notification sent to your LIU email account. Text messaging and phone charges from your provider may apply.

Can I register my family and friends for this system? This system is only for currently enrolled students, faculty and staff of LIU.

EMERGENCY SIRENS LIU has an outdoor warning system to alert students, faculty, staff and visitors in the event of an emergency or threat to public safety. The outdoor sirens and loudspeakers are activated during a potentially life-threatening event such as weather-related emergencies or a hazardous materials spill from a traffic accident. Following a series of tones, the system will issue an audio message informing students, faculty, staff and visitors about the situation and the best course of action (i.e. evacuate, seek shelter, close windows and doors).

The system is designed to most effectively communicate with people who are outdoors such as students playing on our athletic fields or walking from one classroom building to another or visitors attending events at the campus.

When Will the Outdoor Sirens/Loudspeakers Sound? The loudspeakers will only sound during a life-threatening emergency or a test. For example:

- A major chemical spill or hazard
- Severe weather-related incident (example: a tornado sighting in the area)
- Armed and dangerous person on or near campus

Evacuations

The loudspeakers will sound a series of tones, following by a brief audio message with instructions.

What To Do

Be prepared to:

- “Shelter in Place” - Seek shelter inside now until further notice
- Close windows and doors
- Evacuate (could include evacuating fields or a building)

All Clear

When authorities determine that the emergency has concluded, an “all-clear” message will be issued and you can resume your normal activities. The timing will depend on how fast emergency responders can determine that a threat is over.

Siren Locations

The sirens are located in the following areas of the campus to provide maximum audio coverage:

LIU Post

- Southeast corner of the Men’s Soccer Field (near the Equestrian Center)
- Tilles Center roof - south and north sides

- Brookville Hall (covers residence hall area)
- Sculpture Building parking lot (to cover South campus)
- Pell Hall/Life Science Building The emergency broadcast system reaches a distance of nearly one mile in all directions.

LIU Brooklyn

- At the center of the campus in front of the Library Learning Center Building.

C-CERT (CAMPUS-COMMUNITY EMERGENCY RESPONSE TEAM)

The Campus-Community Emergency Response Team (C-CERT) is a community-based program that provides training and education in emergency response. C-CERT's training program was designed by the Federal Emergency Management Agency (FEMA), and is taught by experts from the Kings and Nassau County Offices of Emergency Management. Required participation in training scenarios enhances the team's knowledge and value to the community as we prepare to offer assistance in a time of need.

LIU C-CERT Mission Statement

The Campus-Community Emergency Response Teams (C-CERT) at LIU Post and LIU Brooklyn are dedicated to providing the highest level of emergency and disaster preparedness, leadership, and coordination in a given situation.

Background: The C-CERT program educates people about disaster preparedness for hazards that may impact their school community. The program trains people in basic response skills, such as fire safety, light search and rescue, team organization, and disaster medical operations.

Purpose: The C-CERT program provides a structured opportunity for staff, faculty and students to augment the Department of Public Safety and local first responders in time of emergency. Using what they have learned in the classroom, these C-CERT volunteers will be able to not only assist their campus community but also provide assistance to their own local communities.

Training: The training will be conducted by the Nassau and Kings County Offices of Emergency Management. All volunteers will be required to complete an eight-week, 28 hour basic training course. C-CERT basic training is eight sessions that includes the following units:

- Emergency Preparedness
- Fire Safety
- Emergency Medical Operations
- Simple Search and Rescue Operations
- CERT Organization
- Disaster Psychology
- Terrorism and CERT

Once people become C-CERT members it is important that they stay active and continue to practice the new skills that they have received. Periodic refresher courses will be offered to maintain the skills that have been taught as well as introduce new information. When Public Safety has Emergency Drills we will call upon our C-CERT members to participate so that they can brush up on the skills that they have obtained.

MISSING STUDENT POLICY

Confidential Contact

All resident students will be required to complete and file a Missing Student Contact Information Form which provides a contact person who will be notified in the event that the resident student is

determined to be missing. This contact will remain confidential, but the record of their information will be maintained by the Office of Student Affairs, the Office of Residence Life, and the Department of Public Safety. Students under the age of 18 are required to list their parent or legal guardian as their emergency contact. Students are responsible for updating this contact information should there be any changes. In the event that a resident student is determined missing, a University administrator can notify the confidential contact not more than 24 hours after the student is determined to be missing. The university will also notify local law enforcement if the student is determined to be missing for 24 hours.

Reports of missing students should be made to representatives of any the following: the Department of Public Safety or the Office of Residence Life, including RAs, Residence Hall Directors, Associate Director or Director of Residence Life. Whenever a resident student is believed missing, the Department of Public Safety and Residence Life will initiate steps to locate him or her or determine why it is believed that the student is missing. If the circumstances indicate that an investigation is warranted, a full investigation will be conducted. The Department of Public Safety will notify local police, who will make a determination that the student should be classified as a missing person; and they will initiate their own investigation. The Department of Public Safety and Residence Life will support the police investigation with whatever technical support that is required.

Investigation

Whenever a resident student is believed missing, the Department of Public Safety and Residence Life & Housing staff will initiate steps to locate the student who it is believed missing.

Public Safety will upon receipt of a report of a missing student/person, immediately implement the following procedures:

- Dispatch a supervisor and two (2) officers to the location of the complainant.
- Upon arrival, the supervisor/officers will immediately interview the complainant and conduct an initial investigation to obtain as much information on the missing student/person as possible for a campus-wide broadcast.
- Set up a Command Post as close to the scene as possible.
- The supervisor on scene will be responsible for ensuring all appropriate policies and procedures are implemented, and all appropriate notifications are made regarding a missing student/person in accordance with campus policy.
- If the initial investigation reveals extenuating circumstances regarding the missing student/person (i.e. mentally or physically impaired or handicapped, severely depressed or suicidal, etc.), the supervisor or officer taking the initial report will notify Public Safety Base of these additional details and request additional assistance to begin a more extensive search.
- In addition, Public Safety Base will broadcast the description and all pertinent details concerning the missing student/person, and immediately notify local Police giving them all required detail of the missing student/person and the known circumstances, and request their immediate response to the location.
- Upon arrival of additional assistance the supervisor will begin to organize a search using all necessary support services, as circumstances require.
- Until the arrival of local Police, the supervisor on scene will assume control of the initial investigation and search for the missing student/person. In any event the on-scene supervisor will be responsible for ensuring that a proper investigation and search is being conducted until the arrival of local Police.
- Upon arrival of local police, all available information regarding the missing student/person will be turned over to Police personnel. At that time the supervisor will relinquish ultimate authority to the police. The Department of Public Safety and Residence Life will support the police investigation with whatever technical support that is required.

SEXUAL VIOLENCE AND HARASSMENT POLICY

Long Island University is committed to maintaining a learning and working environment that is free of bias, prejudice, discrimination and harassment and an environment that supports, nurtures, and rewards career and educational advancement purely on the basis of ability and performance. Discrimination or harassment based upon race, color, religion, sexual orientation, gender and/or gender identity or expression, marital or parental status, national origin, ethnicity, citizenship status, veteran or military status, age, disability or any other legally protected basis is prohibited by law and undermines the character and purpose of the University. Such discrimination or harassment is illegal, against University policy, and will not be tolerated.

This policy covers all members of the University community – students, faculty and staff – as well as those who interact with members of the University community such as vendors or visitors. The University encourages everyone to report all incidents of discrimination or harassment, regardless of who the offender may be.

Title IX and Article 129B Policy Statement

It is the policy of the University to comply with Title IX of the Education Amendments of 1972, and Article 129B of the New York Educational Law, both of which prohibit discrimination on the basis of sex (including sexual harassment and sexual violence) in the University's educational programs and activities, and prohibit retaliation for asserting or otherwise participating in claims of sex discrimination.

Title IX states that:

No person in the United States shall, on the basis of sex, be excluded from participation in, be denied the benefits of, or be subjected to discrimination under any education program or activity receiving Federal financial assistance.

The full text of Article 129B is available here: <http://open.nysenate.gov/legislation/bill/S5965-2015>

Long Island University Students' Bill of Rights

Long Island University is committed to ensuring that all persons are provided all options, support, and assistance to anyone who reports an incident of sexual assault, domestic violence, dating violence, and/or stalking.

Anyone who has been a victim of, or who has witnessed an incident of sexual discrimination or assault can file a report to any of the following entities: an employee with the authority to address complaints, including the Title IX Coordinator, Title IX Deputies, and Representatives of the Dean of Students Office; Department of Public Safety; Human Resources; local law enforcement and/or family or civil court.

All reporting individuals of these crimes and violations, regardless of race, color, national origin, religion, creed, age, disability, sex, gender identity or expression, sexual orientation, familial status, pregnancy, predisposing genetic characteristics, military status, domestic violence victim status, or criminal conviction, have the following rights, regardless of whether the crime or violation occurs on campus, off campus, or while studying abroad.

All students (and reporting individuals) have the right to:

1. Make a report to local law enforcement and/or state police;
2. Have disclosures of domestic violence, dating violence, stalking, and sexual assault treated seriously;
3. Make a decision about whether or not to disclose a crime or violation and participate in the community standards processes free from pressures from the University;

4. Participate in the community standards process that is fair, impartial, and provides adequate notice and a meaningful opportunity to be heard;
5. Be treated with dignity and to receive from the University courteous, fair, and respectful health care and counseling services;
6. Be provided and notified of options for altering academic and living situations on campus.
7. Both parties shall be informed of the outcome of any community standards process.
8. Be free from any suggestion that the reporting individual is at fault when these crimes and violations are committed, or should have acted in a different manner to avoid such crimes or violations and will be provided amnesty if community standards policies have occurred;
9. Describe the incident to as few institutional representatives as practicable and not to be required to unnecessarily repeat a description of the incident.
10. Be free from retaliation by the institution, the accused and/or the respondent, and/or their friends, family and acquaintances within the jurisdiction of the institution;
 - A. Access to at least one level of appeal of a determination;
 - B. Be accompanied by an advisor of choice who may assist and advise a reporting individual, accused, or respondent throughout the community standards processes including during all meetings and hearings related to such process;
 - C. Exercise civil rights and practice of religion without interference by the investigative, criminal justice, or community standards processes of the University.

Scope of the Policy

All Members of the University community, regardless of sexual orientation or gender identity, including all students, faculty, staff, visitors and vendors are covered by the University's sexual misconduct policy. Any and all University locations, sponsored activities – either on or off campus – or academic-based off-campus relationships are covered by the school's sexual misconduct policy.

This policy covers all members, regardless of sexual orientation or gender identity, of the University community – students, faculty and staff – as well as those who affect the University community such as vendors or visitors. The University encourages everyone to report all incidents of discrimination or harassment, regardless of who the offender may be.

Reporting & Confidentiality Obligations of University Faculty and Staff

All members of the University community should report incidents of harassment in order to support the University policy. In order to ensure the University is free of prohibited harassment, University officers, deans, department heads, faculty members, directors, supervisors, and paraprofessionals are required to report all incidents of harassment that they may have witnessed or been informed about.

The University will maintain the confidentiality of the complainant to the greatest extent consistent with law and the University's goal of conducting thorough and complete investigations. Effort will be made to safeguard the privacy and rights of all persons involved.

Options for Assistance Following an Incident of Sexual Misconduct

Immediate Assistance

University community members should report any incident to the following entities including but not limited to the Title IX Coordinator, Title IX Deputies, administrators, faculty members, or any other responsible employee of the University. It is the duty of all members of the University to notify the following Title IX Coordinator of Title IX Deputies if they are informed of any and all incidents.

The campus-specific Title IX Coordinator and Title IX Deputies are able to provide immediate and confidential response in a crisis situation.

Specific Points of Contact for each campus is provided below:

Campus Location	Title IX Coordinator/Deputy	Email	Phone Extension
University-Wide	Ronald Edwards	Ronald.Edwards@liu.edu	516-299-4236 / 718-780-4565
LIU Post	Jean Anne Smith	JeanAnne.Smith@liu.edu	516-299-2480
	Department of Public Safety		516-299-2222
LIU Brooklyn	Karlene Thompson	Karlene.Thompson@liu.edu	718-488-1042
	Department of Public Safety		718-241-1078
LIU Brentwood	Scott Aug	Scott.Aug@liu.edu	631-287-8506
	SCCC Michael J. Grant Campus Public Safety		631-451-4242
LIU Riverhead	Ronald Edwards	Ronald.Edwards@liu.edu	516-299-4236 / 718-780-4565
	SCCC Eastern Campus Public Safety		631-548-3636
LIU Hudson	Ronald Edwards	Ronald.Edwards@liu.edu	516-299-4236 / 718-780-4565
	State University of New York Police		914-251-6900
LIU Global	Carlett Thomas (Brooklyn)	Carlett.Thomas@liu.edu	718-488-3409
	Maria Sandberg (Costa Rica)		718-554-0396

Please note, if you are unsure with whom to directly contact, the reporting individual or University reporting entity should contact either the LIU Post Department of Public Safety or the LIU Brooklyn Department of Public Safety at the above listed phone numbers. Both of these departments are available to provide initial assistance twenty-four hours a day, three-hundred and sixty-five days a year.

In addition, any reporting individual may also contact local police or law enforcement agencies.

Reporting individuals will be provided any and all necessary or requested on-campus or off-campus health care or medical needs. The Title IX Coordinator and/or Title IX Deputies will institute the appropriate steps to ensure the safety and well-being of the reporting individual:

1. Ensure the victim is aware of the options to seek treatment for injuries, preventative treatment for sexually transmitted diseases, and other health services.
2. Discuss the option of seeking medical treatment in order to preserve evidence.
3. Identify where/how to get a rape kit or find a Sexual Assault Nurse Examiner (SANE).
4. Provide locations, including contact information, for an advocate (e.g., a local rape crisis center, on-campus advocacy program) who can accompany a victim to the hospital or health provider.

Anonymous Reporting

Although the University encourages victims, survivors and bystanders to talk to someone, the University provides a system for anonymous reporting, either by telephone or via an online form. Employees, students or visitors can access EthicsPoint/NAVEX Global by clicking [here](#) (click box "file a report" and then enter "Long Island University" in the box that asks for the name of the institution) or by calling 1-866-295-3143.

Reporting to the Federal and New York State Governments

Inquiries or complaints that involve potential violations of Title IX may also be referred to the [U.S. Department of Education's Office for Civil Rights](#) (OCR):

New York Office

Office for Civil Rights
U.S. Department of Education
32 Old Slip, 26th Floor
New York, NY 10005-2500
Telephone: 646-428-3900
FAX: 646-428-3843;
TDD: 800-877-8339
E-mail: OCR.NewYork@ed.gov

National Headquarters

U.S. Department of Education
Office for Civil Rights
Lyndon Baines Johnson Department of Education Bldg
400 Maryland Avenue, SW
Washington, DC 20202-1100
Telephone: 800-421-3481
FAX: 202-453-6012;
TDD: 800-877-8339
E-mail: OCR@ed.gov

Inquiries or complaints may also be addressed to the [Educational Opportunities Section of the Civil Rights Division of the U.S. Department of Justice \(DOJ\)](#):

U.S. Department of Justice Civil Rights Division

950 Pennsylvania Avenue, N.W.
Educational Opportunities Section, PHB
Washington, D.C. 20530
E-mail: education@usdoj.gov
Telephone: (202) 514-4092 or 1-877-292-3804 (toll-free)
FAX: (202) 514-8337

New York State Hotline for Sexual Assault and Domestic Violence.

1-800-942-6906

Ongoing Assistance

Counseling, Advocacy, and Support – On and Off Campus

All reporting individuals may receive support, whether or not the reporting individual chooses to make an official report or participate in the University's established community standards process or criminal processes.

All reporting individuals are provided the opportunity to disclose confidentially with counseling, advocacy, health, mental health, or sexual-misconduct-related sources, both on and off campus.

The campus specific Title IX Coordinator and/or Title IX Deputies will provided ongoing supporting during the University's established community standards process or criminal processes.

Academic Accommodations and Interim Measures

To assist the reporting individual and to ensure their safety and well-being, the Title IX Coordinator and/or Title IX Deputies will assist in relocation of the student (if a resident student), assist with the altering or amending of work schedules, assist in the altering or amending of academic schedules, the coordination of withdrawing from an academic class and/or the coordination for the opportunity to retake an academic requirement without penalty, and access to any and all necessary academic support.

To assist the reporting individual, the Title IX Coordinator and/or Title IX Deputies will ensure the issuance of no-contact orders, temporary living arrangements (if a resident student), academic course schedules, and any other established Emergency Administrative Action, as outlined in the Campus Code of Conduct.

Any student subject to such interim measures may request a review of the need for and terms of such orders by the institution and may submit information as to their reasoning for requesting a change.

Title IX Coordinator

The University's Title IX Coordinator has primary responsibility for coordinating the University's efforts to comply with and carry out its responsibilities under Title IX, which prohibits sex discrimination in all the operations of this University, as well as retaliation for the purpose of interfering with any right or privilege secured by Title IX.

The Title IX coordinator oversees the University's response to reports and complaints that involve possible sex discrimination to monitor outcomes, identify and address any patterns, and assess effects on the campus climate, so the University can address issues that affect the wider school community.

A student should contact the Title IX Coordinator or Deputy Title IX Coordinator(s) in order to:

- seek information or training about students' rights and courses of action available to resolve reports or complaints that involve potential sex discrimination, including sexual misconduct,
- file a complaint or make a report of sex discrimination, including sexual misconduct,
- notify the University of an incident or policy or procedure that may raise potential Title IX concerns,
- get information about available resources (including confidential resources) and support services relating to sex discrimination, including sexual misconduct, and
- ask questions about the University's policies and procedures related to sex discrimination, including sexual misconduct.

In the event that the incident, policy, or procedure about which the student seeks to file a report or complaint creates the appearance of a conflict of interest with one of the members of the Title IX compliance team, students may contact any other member of the team or notify Pamela Duffy, Executive Director of Human Resources, Pamela.Duffy@liu.edu, (516) 299-3522.

Functions and Responsibilities of the Title IX Coordinator

The Title IX Coordinator's functions and responsibilities include the following:

Investigations

The University is responsible for conducting adequate, reliable, and impartial investigations of reports and complaints of sexual misconduct. The Title IX Coordinator oversees many aspects of this response, including:

- determining whether the report or complaint alleges conduct that may, upon investigation, constitute prohibited sexual misconduct,
- appointing an investigative team upon such determination,
- making certain that individual reports and complaints are handled properly and in a prompt and timely manner,
- informing all parties regarding the grievance process,
- confirming that all parties have been notified of grievance decisions and of the right to, and procedures for, appeal, if applicable,
- maintaining information and documentation related to the investigation in a secure manner, and
- monitoring compliance with timeframes specified in the grievance procedures.

The Title IX Coordinator evaluates requests for confidentiality by those who report or complain about sexual misconduct in the context of the University's responsibility to provide a safe and nondiscriminatory environment for all students.

Remedies, Including Interim Measures

Upon learning of a report or complaint of sexual misconduct, the Title IX Coordinator promptly takes steps to ensure the complainant's equal access to the University's programs and activities and protect the complainant as necessary. Such steps include taking interim measures before the final outcome of any investigation, providing remedial measures after the final outcome of investigation, and making the complainant aware of all available resources. Upon a finding of prohibited sexual misconduct, the Title IX Coordinator determines whether campus-wide remedies should be adopted in response, including review and revision of the University's sexual misconduct policies, increased monitoring, supervision or security at locations where sexual misconduct is reported to occur, and increased education and prevention efforts, including to targeted populations. If a Title IX investigation concludes that an individual engaged in prohibited sexual misconduct, the Title IX Coordinator reviews proposed sanctions before they are imposed to ensure that they, along with the University's interim and long-term measures taken in response to the sexual misconduct, are reasonably calculated to stop the sexual misconduct and prevent its recurrence.

Monitoring and Advising

In order to address sexual misconduct on campus and ensure ongoing compliance with Title IX, the Title IX Coordinator:

- coordinates an annual climate survey, in consultation with research personnel with expertise in survey design and data collection and analysis,
- analyzes data collected by the annual climate survey to assess the rates and nature of sexual misconduct, any location hot-spots or risk factors, knowledge of the University's sexual misconduct policies, procedures and resources, and the consequences of

- violating such policies, and the effectiveness of the University's efforts to ensure that the University is free from sexual misconduct,
- reviews regularly all reports and complaints raising potential Title IX issues throughout the University to ensure that the University responded consistent with its Title IX obligations, even if the report or complaint was initially filed or raised with another individual,
 - reviews regularly all reports and complaints raising potential Title IX issues throughout the University to identify and address any patterns,
 - reviews regularly the University's policies and procedures to ensure that they comply with the requirements of Title IX,
 - organizes and maintains files related to grievances, reports, complaints, and other records of potential sex discrimination, including sexual misconduct, in a secure manner,
 - assesses regularly the University's compliance with, and the effectiveness of, policies and procedures related to sex discrimination, including sexual misconduct, and recommends modifications where appropriate,
 - consults regularly with the administration and campus stakeholders to promote campus-wide awareness and discussion of Title IX-related issues, and develop and implement any modifications of policies and procedures to prevent and eliminate sex discrimination, including sexual misconduct, and
 - ensures that appropriate policies and procedures are in place for working with local law enforcement and coordinating with local victim advocacy organizations and service providers, including rape crisis centers.

Reporting Policies and Protocols

LIU is obligated, under the Clery Act and the annual reporting responsibilities of Campus Security Authorities, to report any and all incidents and to issue timely warnings as applicable to the University community.

Amnesty for Reporting Incidents of Sexual Violence

The health and safety of every student at Long Island University is of utmost importance. LIU recognizes that students who have been drinking and/or using drugs (whether such use is voluntary or involuntary) at the time that an incident of violence (including but not limited to domestic violence, dating violence, stalking or sexual assault) occurs may be hesitant to report such incidents due to fear of potential consequences related to their own conduct. LIU strongly encourages students to report incidents of domestic violence, dating violence, stalking or sexual assault to campus officials. A bystander or reporting individual (including but not limited to the victim of violence) acting in good faith that discloses any incident of domestic violence, dating violence, stalking or sexual assault to LIU officials or local law enforcement will not be subject to a Code of Conduct action for violations of alcohol and/or drug use policies occurring at or near the time that the violence was committed.

Title IX Investigation Procedures and Protocols

The Title IX Coordinator and/or Title IX Deputies will initiate any and all necessary investigations in coordination with the Title IX Investigator.

The Investigation - The Title IX Investigator will conduct a prompt, thorough and impartial investigation of the complaint in the manner he or she deems necessary. The parties to the complaint will each have an equal opportunity to be heard and to present relevant witnesses and evidence during the investigation process. The parties will also be informed of the status of the investigation as deemed appropriate. Depending on the circumstances, interim measures that the University may provide include, but are not limited to, 'no contact' orders, health and counseling services, room or class reassignments, and any other step to ensure the safety and well-being of the reporting individuals. Evidence should be preserved to assist in the investigation at all times.

If a victim/survivor chooses to notify law enforcement and proceed with a criminal investigation and/or prosecution, the University may conduct a parallel investigation and may seek to work in coordination with these entities.

It should further be noted that if a reporting individual requests confidentiality, the University's ability to investigate a particular matter, the University will take steps to limit the effects of the alleged sexual misconduct and prevent its recurrence without initiating formal action against the alleged perpetrator or revealing the identity of the reporting individual. Examples include but are not limited to: providing increased monitoring, supervision, or security at locations or activities where the misconduct occurred; providing training and education materials for University Community members; revising and publicizing the University's policies on sexual misconduct; and conducting climate surveys regarding sexual misconduct.

Preponderance of Evidence Standard - The Title IX Investigator utilizes the following standard for evaluating complaints - a *preponderance* of the evidence. i.e., the investigator shall determine whether it is *more likely than not* that the alleged discrimination, harassment or violence occurred. If it is determined that a violation of the University's discrimination or harassment policy has occurred, prompt remedial action shall be taken.

No form of mediation will be used to address allegations of sexual misconduct.

The outcome of the investigation - The nature of the remedial action and the process for its implementation will depend upon the particular facts and circumstances. Absent unusual circumstances, a final recommendation should be issued within sixty (60) days of receipt of the complaint. Both the accused and the complainant will receive contemporaneously, in writing, notice of the outcome of any University disciplinary proceeding relating to sexual misconduct, including any appeal(s).

If remedial action involves the imposition of sanctions, appropriate disciplinary procedures will be used. Sanctions imposed may be appealed by either party through the appropriate appeals process depending on the status of the accused. The disposition of the complaint shall be communicated in writing to each party. The University will take steps to prevent the recurrence of any discrimination or harassment, and to remedy its effects. If it is determined that no violation has occurred, such findings shall be communicated in writing to each party.

If the results of an investigation show that the complainant knowingly filed false accusations of discrimination or harassment, or that a witness knowingly gave false statements, such individuals will be subject to the appropriate disciplinary action.

Impact Statement – Parties to a Title IX investigation have a right to make an impact statement during the point of the proceeding where the decision maker is deliberating on appropriate sanctions.

Appeals – Either party to a Title IX complaint is entitled to appeal the outcome to a Board of Appeals consisting of a panel of University administrators appointed by the Title IX Coordinator. However, appeals are only permitted on the basis of (i) serious procedural deficiency on the part of the University in responding to this complaint (e.g. a conflict of interest that might affect the outcome); or (ii) the availability of evidence not considered by this investigation, which might affect the outcome. Appeals must be filed within fifteen (15) days of receipt of this determination, and should contain a written statement explaining why one (or both) of the two bases of appeal enumerated above apply to this determination. Appeals shall be decided within 40 days of their receipt.

Options for Reporting and Confidentially Disclosing Sexual Violence

LIU encourages victims of sexual violence to talk to somebody about what happened – so victims can get the support they need, and so the University can respond appropriately. Different employees on campus have different abilities to maintain a victim's confidentiality.

- Some are required to maintain near complete confidentiality; talking to them is sometimes called a “privileged communication.”
- Other employees may talk to a victim in confidence, and generally only report to the University that an incident occurred without revealing any personally identifying information. Disclosures to these employees will not trigger a University investigation into an incident against the victim’s wishes.
- Some employees are required to report all the details of an incident (including the identities of both the victim and alleged perpetrator) to the Title IX Coordinator. A report to these employees (called “responsible employees”) constitutes a report to the University – and generally obligates the University to investigate the incident and take appropriate steps to address the situation.

This policy is intended to make students aware of the various reporting and confidential disclosure options available to them – so they can make informed choices about where to turn should they become a victim of sexual violence. The University encourages victims to talk to someone identified in one or more of these groups.

The Options

Privileged and Confidential Communications: Professional and Pastoral Counselors.

Professional, licensed counselors and pastoral counselors who provide mental-health counseling to members of the school community (and including those who act in that role under the supervision of a licensed counselor) are not required to report any information about an incident to the Title IX coordinator without a victim’s permission.

A victim who speaks to a professional or non-professional counselor or advocate must understand that, if the victim wants to maintain confidentiality, the University will be unable to conduct an investigation into the particular incident or pursue disciplinary action against the alleged perpetrator.

Even so, these counselors and advocates will still assist the victim in receiving other necessary protection and support, such as victim advocacy, academic support or accommodations, disability, health or mental health services, and changes to living, working or course schedules. A victim who at first requests confidentiality may later decide to file a complaint with the school or report the incident to local law enforcement, and thus have the incident fully investigated. These counselors and advocates will provide the victim with assistance if the victim wishes to do so.

Reporting to “Responsible Employees.”

A “responsible employee” is a University employee who has the authority to redress sexual violence, who has the duty to report incidents of sexual violence or other student misconduct, or who a student could reasonably believe has this authority or duty.

When a victim tells a responsible employee about an incident of sexual violence, the victim has the right to expect the University to take immediate and appropriate steps to investigate what happened and to resolve the matter promptly and equitably.

A responsible employee must report to the Title IX coordinator all relevant details about the alleged sexual violence shared by the victim and that the University will need to determine what happened – including the names of the victim and alleged perpetrator(s), any witnesses, and any other relevant facts, including the date, time and specific location of the alleged incident.

To the extent possible, information reported to a responsible employee will be shared only with people responsible for handling the University’s response to the report. A responsible employee should not share information with law enforcement without the victim’s consent or unless the victim has also reported the incident to law enforcement.

Before a victim reveals any information to a responsible employee, the employee should ensure that the victim understands the employee's reporting obligations – and, if the victim wants to maintain confidentiality, direct the victim to confidential resources.

If the victim wants to tell the responsible employee what happened but also maintain confidentiality, the employee should tell the victim that the University will consider the request, but cannot guarantee that the University will be able to honor it. In reporting the details of the incident to the Title IX Coordinator, the responsible employee will also inform the Coordinator of the victim's request for confidentiality.

Responsible employees will not pressure a victim to request confidentiality, but will honor and support the victim's wishes, including for the University to fully investigate an incident. By the same token, responsible employees will not pressure a victim to make a full report if the victim is not ready to.

Requesting Confidentiality From the University: How the University Will Weigh the Request and Respond.

If a reporting individual or victim/survivor discloses an incident to a responsible employee but wishes to maintain confidentiality or requests that no investigation into a particular incident be conducted or disciplinary action taken, the University must weigh that request against the University's obligation to provide a safe, non-discriminatory environment for all students, including the victim.

If the University honors the request for confidentiality, a victim must understand that the University's ability to meaningfully investigate the incident and pursue disciplinary action against the alleged perpetrator(s) may be limited.

Although rare, there are times when the University may not be able to honor a victim's request in order to provide a safe, non-discriminatory environment for all students.

The University has designated the Title IX Coordinator to evaluate requests for confidentiality once a responsible employee is on notice of alleged sexual violence.

When weighing a victim's request for confidentiality or that no investigation or discipline be pursued, the Title IX Coordinator will consider a range of factors, including the following:

- The increased risk that the alleged perpetrator will commit additional acts of sexual or other violence, such as:
- whether there have been other sexual violence complaints about the same alleged perpetrator;
- whether the alleged perpetrator has a history of arrests or records from a prior school indicating a history of violence;
- whether the alleged perpetrator threatened further sexual violence or other violence against the victim or others;
- whether the sexual violence was committed by multiple perpetrators;
- whether the sexual violence was perpetrated with a weapon;
- whether the victim is a minor;
- whether the University possesses other means to obtain relevant evidence of the sexual violence (e.g., security cameras or personnel, physical evidence);

- whether the victim's report reveals a pattern of perpetration (e.g., via illicit use of drugs or alcohol) at a given location or by a particular group.

The presence of one or more of these factors could lead the University to investigate and, if appropriate, pursue disciplinary action. If none of these factors is present, the University will likely respect the victim's request for confidentiality.

If the University determines that it cannot maintain a victim's confidentiality, the University will inform the victim prior to starting an investigation and will, to the extent possible, only share information with people responsible for handling the University's response.

The University will remain ever mindful of the victim's well-being, and will take ongoing steps to protect the victim from retaliation or harm and work with the victim to create a safety plan. Retaliation against the victim, whether by students or University employees, will not be tolerated. The University will also:

- assist the victim in accessing other available victim advocacy, academic support, counseling, disability, health or mental health services, and legal assistance both on and off campus (see portion of policy identifying these);
- provide other security and support, which could include issuing a no-contact order, helping arrange a change of living or working arrangements or course schedules (including for the alleged perpetrator pending the outcome of an investigation) or adjustments for assignments or tests; and
- inform the victim of the right to report a crime to campus or local law enforcement – and provide the victim with assistance if the victim wishes to do so.

The University may not require a victim to participate in any investigation or disciplinary proceeding.

Because the University is under a continuing obligation to address the issue of sexual violence campus-wide, reports of sexual violence (including non-identifying reports) will also prompt the University to consider broader remedial action – such as increased monitoring, supervision or security at locations where the reported sexual violence occurred; increasing education and prevention efforts, including to targeted population groups; conducting climate assessments/victimization surveys; and/or revisiting its policies and practices.

If the University determines that it can respect a victim's request for confidentiality, the University will also take immediate action as necessary to protect and assist the victim.

Take Back the Night and other public awareness events

Public awareness events such as "Take Back the Night," the Clothesline Project, candlelight vigils, protests, "survivor speak outs" or other forums in which students disclose incidents of sexual violence, are not considered notice to the University of sexual violence for purposes of triggering its obligation to investigate any particular incident(s). Such events may, however, inform the need for campus-wide education and prevention efforts, and the University will provide information about students' Title IX rights at these events.

Student Conduct Records Retention Policy

With the exception of those conduct records which have been successfully appealed by the student, and/or the student was otherwise exonerated of the charges, the existence of all student conduct records and the contents of such records are kept and maintained by the Dean of Students Office or designee in accordance with the Family Educational Rights and Privacy Act of 1974, as amended; and in accordance with the policies and procedures outlined by Long Island University. While most records will be retained for a period of seven years, at its discretion, the

University reserves the right to retain student conduct files permanently in accordance with the policies and procedures outlined by the University; and pursuant to U.S. Department of Education, Office of Civil Rights.

Student conduct records are retained by the Dean of Students Office or designee in accordance with the policies and procedures outlined by Long Island University.

Transcript Notations

Article 129-B of the New York State Education Law requires the University to make specific permanent and/or temporary notations on the transcripts of students found responsible for the following conduct prohibited by this Policy: sexual assault, dating violence, domestic violence, and stalking, as follows:

- “Expelled after a finding of responsibility for a code of conduct violation” – where a student has been expelled for sexual violence or another crime reportable under the Clery Act, this notation will be **permanently** added to the student’s transcript.
- “Suspended after a finding of responsibility for a code of conduct violation” – where a student has been temporarily suspended for sexual violence or another crime reportable under the Clery Act.
- “Withdrawal with pending disciplinary action” – where a student has withdrawn from the University while disciplinary charge for sexual violence or another crime reportable under the Clery Act are pending.

Students may request removal of a notation by petitioning the Dean of Students. This request must be in writing and include the rationale for the request. The Dean of Students, or his or her designee, will review the request and provide a written response within 60 days from the date the request was received. If the University vacates a finding of responsibility for any reason, any such transcript notation shall be removed.

Prevention and Education

LIU maintains a pro-active approach to the prevention, education, and outreach activities vital to provide a safe environment for all University Community members, visitors and vendors. Programming efforts include but are not limited to HAVEN, programming activities, bystander intervention processes and programming, educational sessions at Orientations (freshman, transfer and graduate) and periodic training and programming activities throughout the year to ensure a wide dissemination, through a variety of methods including but not limited to electronic delivery, hard-copy, pamphlets, and other programming tools, of information related to the University’s sexual misconduct policies, bystander awareness, and domestic violence.

Training

LIU annually provides University-wide education and training opportunities including HAVEN and other periodic training opportunities to ensure a wide dissemination of any and all information related to the University’s policies, procedures, and other information.

HAVEN is an online training program that LIU has implemented to meet Department of Education requirements pursuant to Title IX and VAWA(the Violence Against Women Act). LIU is requiring the student population take the course; however the outcome of the test will not affect a student’s academic record in any way. Part 1 takes approximately 45 minutes. You must wait 30 days before you can begin Part 2. After the 30 days, you should log back in to Haven and complete part 2, which should only take 15 minutes. This is an important part of the University’s continued fight against sexual assault and is required by the university. There is no cost attached and it is non-credit bearing.

All University Title IX Coordinators, Title IX Deputies, Department of Public Safety Officers and Supervisors, Campus Life Staff Members, and other University responsible employees, victim

advocates – including any member of the University community – that will be responding to, investigating, or adjudicating sexual misconduct will receive adequate training.

ALCOHOL AND DRUGS

The University recognizes that students are adults and expects them to obey the law and campus regulations. All students must take personal responsibility for their own actions and behavior.

In compliance with the New York State Penal Law, Section 220, and the Drug Free Schools and Community Act Amendments of 1989, the manufacture, distribution, possession or use of controlled substances is prohibited.

1. **Legal Age and Intoxicated Individuals:** No person shall sell, deliver, give away, cause, permit, or procure to be sold, delivered, or given away any alcoholic beverages to: (1) any person actually or apparently under the legal age (21); or (2) any intoxicated person or any person under the influence of alcohol.
2. **Dram Shop Liability:** Any person who shall be injured in person, property, means of support, or otherwise by an intoxicated person or by reason of the intoxication of any person, whether resulting in death or not, shall have a right of action against any person who shall, by unlawfully selling to or unlawfully assisting in procuring liquor for the intoxicated person, have caused or contributed to the intoxication. In any such action the injured person will have a right to recover actual and exemplary damages.
3. **Social Host Liability:** If intoxication results in injury or damages to a third party, anyone who knowingly furnishes alcoholic beverages to any intoxicated person under the legal age of purchase, can be held subject to civil liability. The campus supports federal, state and local laws regarding illegal drugs, narcotics and other controlled substances. Possession or sale of such drugs is a violation of applicable laws and campus policy. Any person found responsible for illegal possession, distribution, or sale of any controlled substance is subject to disciplinary action by the University and will be referred to the appropriate external authorities. Under federal and New York State laws, these violations may result in an arrest, conviction, fines, and/or imprisonment. Students of legal drinking age will be disciplined if their use of alcohol becomes a danger to themselves or others or if problems such as disorder, public disturbances or property damage arise. Violation of the campus alcohol and drug policy may result in disciplinary action, up to and including expulsion and/or criminal charges.

A referral to alcohol education program, or to an Alcohol Assistance Program is available for students with drug and alcohol dependencies. In compliance with the Family Educational Rights and Privacy Act, the University may notify parents or guardians of any violations of the University's alcohol and drug policy. The University reserves the right to notify parents or guardians when a student is found in violation of the alcohol and illegal drug policy, including hospital transport for alcohol or illegal drug-related overdose.

Evacuation of Individuals with Physical Disabilities

Public Safety Officers will assist individuals with physical disabilities in an evacuation. If you have a disability that could impair your ability to receive any of the above emergency notifications, please contact the Department of Public Safety, the Department of Residence Life and the Disability Support Services.

CYBERBULLYING AWARENESS

What Is Cyberbullying?

Cyberbullying is the intentional use of the Internet or other devices, such as cell phones, to send or post messages or images that are meant to hurt or embarrass another person. It can be done through email, instant messaging, text messages, web pages, chat rooms, or even interactive game sites. **Cyberbullying includes:**

- Sending intimidating, threatening or harassing messages to another person through texts,

- email, web pages, or instant messaging.
- Spreading lies and rumors about victims through the internet or text messages.
- Posting pictures without the consent of the individual.
- Tricking someone into revealing their personal information and sending it to others.
- Creating unauthorized websites, polls, or blogs about the individual that are meant to embarrass or hurt the person.
- Recording conversations or videos without the individual's consent and then posting it online.

Tips for Protecting Yourself:

- Be alert to all of the different forms of cyberbullying.
- **DO NOT POST OR SHARE ANY PERSONAL INFORMATION ONLINE ABOUT YOURSELF WHICH INCLUDES YOUR PHONE NUMBER, ADDRESS, SCHOOL, CREDIT CARD INFORMATION, OR YOUR SOCIAL SECURITY NUMBER.**
- Keep all of your usernames and passwords secret.
- Do your best to safely block all communication with the cyber bully.
- Inform Public Safety, Resident Life staff members, family, friends, supervisors, and co-workers about the situation.
- Keep a record of all emails, text messages and instant messages that you have received from the cyber bully.
- Contact your internet service provider or IT services and report what has happened.
- If the messages are threatening you should contact Public Safety or the police.
- **DO NOT REPLY TO THE BULLYING MESSAGES;** often if you do not reply, they will leave you alone.
- Change your username or email address so the cyber bully can no longer contact you.
- Report all incidents of cyberbullying to the Office of Public Safety.

JEANNE CLERY ACT (CRIME AWARENESS & CAMPUS SECURITY ACT OF 1990)

In accordance with the provisions of the Jeanne Clery Act, LIU's Annual Security 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 the University; and on public property within, or immediately adjacent to and accessible from, the campus. The report also includes institutional policies concerning campus security issues, such as those concerning alcohol and drug use, crime prevention, the reporting of crimes, sexual assault, and other relevant matters.

The following crime categories must be reported:

- Murder
- Robbery
- Aggravated Assault
- Burglary
- Motor Vehicle Theft
- Manslaughter
- Arson
- Sex Offenses:
 - Forcible;
 - Nonforcible
- Domestic Violence
- Dating Violence
- Stalking
- Hate Crimes (larceny/theft; simple assault; intimidation; destruction/damage/vandalism of property (except arson))

CRIME DEFINITIONS

NEW YORK STATE EDUCATIONAL LAW ARTICLE 129B

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 those words or actions create clear permission regarding willingness to engage in the sexual activity. Silence or the 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. 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. Consent is required regardless of whether the person initiating the act is under the influence of drugs and or alcohol. Consent may be initially given but withdrawn at any time. 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 involuntary restrained, or if an individual otherwise cannot consent period. 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. Consent cannot be given when it is the result of coercion, intimidation, force, or threat of harm. When consent is withdrawn or can no longer be given, sexual activities must stop.

CRIME DEFINITIONS FROM THE UNIFORM CRIME REPORTING HANDBOOK

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

The following definitions are to be used for reporting the crimes listed in 34 CFR sec. 668.46 (previously 668.47) in accordance with the Federal Bureau of Investigation's Uniform Crime Reporting Program. The definitions for murder, robbery, aggravated assault, burglary, motor vehicle theft, weapon law violations, drug abuse violations and liquor law violations are excerpted from the National Incident-Based Reporting System Edition of the Uniform Crime Reporting Handbook.

Arson

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

Criminal Homicide-Manslaughter by Negligence

The killing of another person through gross negligence.

Criminal Homicide-Murder and Non-negligent Manslaughter

The willful (non-negligent) killing of one human being by another.

Robbery

The taking or attempting to take anything of value from the care, custody, or control of a person or persons by force or threat of force or violence and/or by putting the victim in fear.

Aggravated Assault

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

Burglary

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

Motor Vehicle Theft

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

Weapon Law Violations

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

Drug Abuse Violations

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

Liquor Law Violations

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

SEX OFFENSES DEFINITIONS FROM THE NATIONAL INCIDENT-BASED REPORTING SYSTEM EDITION OF THE UNIFORM CRIME REPORTING PROGRAM

Sex Offenses - Forcible

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

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

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

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

Sex Offenses - Nonforcible

Unlawful, nonforcible sexual intercourse.

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

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

Definitions for Campus SaVe Act

Domestic Violence

Felony or misdemeanor crimes of violence committed by a current or former spouse 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, by a person similarly situated to a spouse of the victim under the domestic or family violence laws of the jurisdiction... 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.

Dating Violence

Violence committed by a person:

(A) Who is or has been in a social relationship of a romantic or intimate nature with the victim; and

(B) Where the existence of such a relationship shall be determined based on a consideration of the following factors:

(i) The length of the relationship

(ii) The type of relationship

(iii) The frequency of interaction between the persons involved in the relationship

Stalking

"Engaging in a course of conduct directed at a specific person that would cause a reasonable person to:

(A) Fear for his or her safety or the safety of others; or

(B) Suffer substantial emotional distress"

Sexual assault

The Campus SaVe Act defines sexual assault, which—unlike domestic violence, dating violence, or stalking—was previously included as a Clery-reportable crime, as “an offense classified as a forcible or non-forcible sex offense under the uniform crime reporting system of the Federal Bureau of Investigation.”the uniform crime reporting system of the Federal Bureau of Investigation.”gender identity, or sexual orientation.

In 2008, the Clery Act was amended to include the following additional hate crimes: (a) larceny theft, (b) simple assault; (c) intimidation; and (d) destruction/damage/vandalism of property (except arson).

Reporting Hate Motivated Crimes and Incidents

Definition of a Hate Crime

Any criminal act or attempted criminal act intended to cause injury, emotional suffering, or property damage which is or appears to be motivated, all or in part, by race, ethnic background, national origin, religious belief, sex, age, disability.

The Department of Public Safety is responsible for collecting and reporting hate motivated crime statistics. Hate Motivated crimes should be reported as indicated in the section, “How to Report a Crime or Other Emergency”.

Sex Offender Registry and Access to Related Information

On September 30, 2003, the Campus Sex Crimes Prevention Act of 2000 (CSCPA), enacted on October 28, 2000, will be in effect. The law requires institutions of higher education to issue a statement advising the campus community where law enforcement agency information provided by a State concerning registered sex offenders may be obtained. It also requires 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, volunteer services or is a student.

N.Y.S. LAWS & PENALTIES REGARDING SEX OFFENSES

N.Y.S. PENAL LAW DEFINITIONS INVOLVING LACK OF CONSENT:

A. Mentally Defective: a person suffers from a mental disease or defect which renders him or her incapable of appraising the nature of his/her conduct.

B. Mentally Incapacitated: a person is rendered temporarily incapable of appraising or controlling his/her conduct owing to the influence of a narcotic or intoxicating substance administered to him/her without his consent, or to any other act committed upon him/her without his consent.

C. Physically Helpless: a person is unconscious or for any other reason is physically unable to communicate unwillingness to an act.

D. Forcible Compulsion: to compel by either (a) use of physical force; or (b) a threat, express or implied, which placed a person in fear of immediate death or physical injury to himself, herself or another person, or in fear that he, she or another person will immediately be kidnapped.

E. Age: male/female less than 17 years of age is incapable of consenting to any act as per NYS Penal Law Article 130 (Sex Offenses). One must be at least 17 years of age to legally engage in any sexual activity. If age is the only factor, it is known as a “statutory” offense.

Note: It is not a defense that the defendant did not know the age of the victim. A basic element of all sex offenses is the lack of consent. Without lack of consent there would be no sex offense. Consent is a voluntary agreement to engage in sexual activity. Someone who is incapacitated cannot consent. Past consent does not imply future consent; silence or an absence of resistance does not imply consent. Consent to engage in sexual activity with one person does not imply consent to engage in sexual activity with another. Consent can be withdrawn at any time, and coercion, force, or threat of either invalidates consent.

RAPE

Rape is always a felony. A person is guilty of rape when a person engages in sexual intercourse with another person without that person's consent. Rape may be committed in seven (7) ways:

1. Forcible compulsion
2. Mentally Defective
3. Mentally Incapacitated
4. Person 21 years of age or older, engages in sexual intercourse with another person who is less than seventeen (17) years of age (16, 15, or 14).
5. Person, age 18 years of age or older, engages in sexual intercourse with another person who is less than 14 years old (13, 12, or 11).
6. The victim is physically helpless.
7. A male engages in intercourse with a female who is less than 11 years old (10 or less.)

SODOMY

Sodomy is always a felony. A person is guilty of sodomy when that person engages in deviant sexual intercourse with another person, without that person's consent. Sodomy may be committed in seven (7) ways as described above, under rape.

SEXUAL MISCONDUCT

Sexual misconduct is always a misdemeanor. A person is guilty of sexual misconduct when:

he or she engages in sexual intercourse with another person without such person's consent; or

he or she engages in deviant sexual intercourse with another person without such person's consent; or

he or she engages in sexual conduct with an animal or a dead human body.

SEXUAL ABUSE

Sexual abuse is either a felony or a misdemeanor. A person is guilty of sexual abuse when he or she subjects another person to sexual contact without the latter's consent. In addition to forcible compulsion or incapacity to consent a person can be charged with sexual abuse in any case in which the victim does not expressly or impliedly acquiesce in the actor's conduct.

"Misdemeanor" means an offense, other than a "traffic infraction," for which a sentence to a term of imprisonment in excess of fifteen days may be imposed, but for which a sentence to a term of imprisonment in excess of one year may not be imposed.

“Felony” means an offense for which a sentence to a term of imprisonment in excess of one year may be imposed.

“Crime” means a misdemeanor or a felony.

TERRORISM PRECAUTIONS

General Safety Recommendations Regarding Suspected Terrorist Activities Heightened security is not intended to induce fear and panic. People should go about their normal business while paying particular attention to their surroundings.

Suspicious Behavior/Circumstances: Be aware of the following conditions and report to Public Safety. If off-campus notify outside law enforcement at 911:

- People in buildings or areas who do not appear to be conducting legitimate business.
- People monitoring areas, buildings or entrances.
- Unauthorized people in restricted, sensitive or private areas.
- Persons taking photographs of critical facilities.
- Persons asking detailed information about physical security and/or information with no apparent need for that information.
- People wearing clothing not consistent with the weather conditions (bulky coat in warm weather etc.).
- Abandoned parcels or other items in unusual locations or high traffic areas.
- Individual attempting to access utility locations (water, electrical, petroleum, telecommunications, information systems).
- Multiple persons who appear to be working in unison, committing the above.

Be Alert to:

- Abandoned vehicles
- Vehicles parked near buildings or public and common areas
- Unexpected/unfamiliar delivery trucks
- Unfamiliar vehicles parked for long periods
- Vehicles containing unusual/suspicious parcels or material
- Vehicles arriving and being left behind at odd hours
- Substances leaking or spilling from vehicles

Building/Office Security:

- Don't prop open building/residence hall entrance doors/windows. Rectify these situations when you observe them.
- Account for and secure keys. Don't leave them unattended or give to unauthorized persons. Report lost keys to building manager/department head.
- Account for and secure all sensitive material/information when not able to attend to it.
- Account for and secure sensitive deliveries in a timely manner.
- Secure all areas when not attended.
- Be aware of unfamiliar persons in, or visitors to, your office/lab etc.
- Protect access codes, combinations and cards. Change security codes regularly. Report compromised codes to the person in charge of area.

Additional Safety Recommendations:

- Closely monitor news reports and Emergency Alert System (EAS) radio/TV stations.
- Expect delays, searches of purses and bags, and restricted access to public buildings.
- Expect traffic delays and restrictions.
- Take personal security precautions to avoid becoming a victim of crime or terrorist attack.
- Avoid crowded public areas and gatherings.
- DO NOT TRAVEL INTO AREAS AFFECTED BY AN ATTACK OR THOSE CONSIDERED TERRORIST TARGETS.

- Keep emergency supplies accessible and automobile fuel tank full.
- Be prepared to evacuate your home or shelter if ordered to do so by local authorities.
- Develop and review family emergency plans.
- Be prepared for disasters and family emergencies.
- Increase family emergency preparedness by purchasing supplies, food, and storing water.
- Assist neighbors who may need help.
- Avoid passing unsubstantiated information and rumors.
- Continue normal activities but be watchful for suspicious activities. Report criminal and suspicious activity to local law enforcement. Continue to enjoy individual freedom. Participate freely in travel, work, and recreational activities.
- Take first aid and CPR classes.
- Become active in Campus Watch and/or your local Neighborhood Crime Watch program.
- Network with your family, neighbors, and community for mutual support during a disaster or terrorist attack.
- Learn what critical facilities are located in your community and report suspicious activities at or near these sites.
- Contact local officials to learn about specific hazards in your community.
- Increase individual or family emergency preparedness through training, maintaining good physical fitness and health.
- Be familiar with local natural and technological (man-made) hazards in your community and what measures you can take to protect your family.
- Keep recommended immunizations up-to-date.
- Know how to turn off your power, gas, and water service to your house.
- Know what hazardous materials are stored in your home and how to properly dispose of unneeded chemicals.
- Support the efforts of your local emergency responders (public safety, fire fighters, law enforcement and emergency medical service).
- Volunteer to assist and support the community emergency response agencies.

For further information visit the Department of Homeland Security's website: <http://www.dhs.gov>

If you have any non-emergency questions related to this Safety Advisory, please feel free to call Public Safety at **ext. 2214**. If you have any health-related questions, call the LIU Post Medical Services at **ext. 2345**.

Bomb Threat Procedures

In the event a bomb threat is received by telephone, the call taker will attempt to ascertain as much information as possible from the caller and contact Public Safety immediately. If a bomb threat is received by e-mail, the receiver will first print a copy of the e-mail, call Public Safety and then forward the e-mail threat to the Director of Public Safety at PublicSafety@liu.edu. Under no circumstance should the receiver delete the e-mail threat.

Upon receipt of information of a bomb threat, the Department of Public Safety will take all action steps as outlined in the Emergency Management Procedure Manual and the Department of Public Safety Standards of Operation Manual to ensure the safety and security of the affected area and campus community. Local law enforcement authorities will be notified by the Department of Public Safety of all threats against the campus. The Director of Public Safety or his/her designee will issue an "ALL-CLEAR" message after consulting with law enforcement and applicable campus officials, and only when all officials are in agreement that there is not an active threat to the campus and the area is safe for students, faculty, staff and/or visitors.

Anthrax/Biological Agents

The U.S. Postal Service suggests that individuals should watch for mail/parcels that:

- are unexpected or from someone unfamiliar to you.
- addressed to someone no longer with your organization or are otherwise outdated.

- have no return address or have one that can't be verified as legitimate.
- are of unusual weight, given their size or are lopsided or oddly shaped.
- are marked with restrictive endorsements such as "Personal" or "Confidential"
- have protruding wires, strange odors or stains.
- show a city or state in the postmark that doesn't match the return address.
-

What should I do if I've received a suspicious parcel in the mail?

- Do not try to open the parcel!
- Isolate the parcel.
- Evacuate the immediate area surrounding the parcel.

Call Public Safety to report that you've received a parcel in the mail that may contain biological or chemical substances.

Reporting a Gas Leak

Natural gas leaks may occur and may bring danger of an explosion. Gas leaks are identified by an odor similar to rotten eggs. **If a gas leak is suspected, do the following:**

- Notify Public Safety. They will provide any direction you need. If you feel the need to evacuate immediately, do so.
- Notify others who may be affected.
- **DO NOT TURN ON OR OFF ANY ELECTRICAL DEVICE INCLUDING LIGHT SWITCHES** (spark prevention).
- If gas leak is inside building, ventilate by opening windows.
- If gas leak is outside the building, close windows and ventilation air intakes.
- Turn off all ignition sources.
- Public Safety will assess and determine if there is a need to evacuate.

If you are asked to evacuate:

- Leave lights on.
- **DO NOT LOCK DOORS.**
- Follow normal fire drill route. Follow alternate route if normal route is too dangerous.
- Everyone should evacuate upwind of gas odor to a safe distance outside of building (preferably to a distance of 300 feet or greater).
- Try to determine if anyone is missing after you have evacuated and report those missing to Public Safety.
- No one may re-enter the building until the Fire Department or Public Safety declares entire building to be safe.

CAMPUS SEX CRIMES PREVENTION ACT

The Campus Sex Crimes Prevention Act of 2000 requires institutions of higher education to inform the campus community where to obtain law enforcement information provided by a state concerning registered sex offenders. It also requires sex offenders already required to register in a state to provide notice, as mandated under state law, of each institution of higher education in that state at which the person is employed, carries on a vocation, volunteers services or is a student.

The New York State Division of Criminal Justice Services maintains the state's Sex Offender Registry, which contains information about individuals convicted of certain sex offenses. This information is available by calling **800-262-3257** or by visiting

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

PART 2 – LIU Post

PUBLIC SAFETY

HOW TO REPORT A CRIME OR OTHER EMERGENCY

The Department of Public Safety encourages the accurate and prompt reporting of all crimes to campus security and the appropriate law enforcement agencies. **Dial 2222** from any campus phone or simply push the **RED** button on any blue light emergency phone to report a crime in progress and/or other emergency.

To report any crime or any emergency, dial **516-299-2222** from outside lines for immediate attention and response. Respond directly to the Office of the Department of Public Safety located in the Facilities Services building on the northeast side of campus (in the second parking lot on the left off Gold Coast Road, south of the East Gate).

When reporting a crime or incident please provide as much information as possible, to include:

- Details of what happened
- Specific location
- Identity and/or description of person(s) involved
- Date and time of incident

Be as specific as possible when giving any information to the Department of Public Safety, i.e. description of person(s), vehicle(s), etc. Public Safety patrol vehicles and foot patrols are radio dispatched to handle emergencies, safety, security, and enforcement duties anywhere on campus. In addition, there are numerous well-marked emergency telephones located throughout the campus to facilitate the reporting of crimes, fires and other emergency situations.

SNOW AND EMERGENCY SCHOOL CLOSINGS

In the event of snow storms, inclement weather, power outages and other emergencies at LIU Post, please call **516-299-2000** or **516-299-EMER (3637)** for information on class and event cancellations.

Information is also available on the Web at: www.weatherclosings.com and www.liu.edu/post.

These radio and TV stations will be notified of class and event cancellations:

FM STATIONS: WALK 97.5 FM, WBAB 102.3 FM, WBLI 106.1 FM, WRCN 103.9 FM, WMJC 94.3 FM, WKJY 98.3 FM, WBZO 103.1 FM

AM STATIONS: WCBS 880 AM, WINS 1010 AM, WOR 710 AM, WLIE 540 AM, WHLI 1100 AM, WLIM 1580 AM

TV STATIONS:

News 12 Long Island, CBS Channel 2, WNBC Channel 4

NOTE: Since some of these radio and TV stations announce cancellations only once daily, students are urged to call the above phone numbers or visit the web sites listed for official cancellation information. Make-up classes will be at the discretion of the faculty and administration of LIU Post.

BLUE LIGHT EMERGENCY PHONES

Situated throughout the campus are blue light emergency phones. If a member of the campus community encounters a situation where they require immediate emergency assistance, he/she should contact the Department of Public Safety from any campus phone by dialing **ext. 2222** or

use one of the blue light emergency phones on campus and a Public Safety officer will assist him or her.

CRIME PREVENTION AND CAMPUS SECURITY PROGRAM

Representatives of the campus join together at freshman and transfer orientation to provide information and advice to newcomers to the campus. Presentations are also conducted for family members, in order to familiarize them with the Department of Public Safety and to address any questions or concerns. Additional information concerning campus programs is distributed to all new students through College 101, which is a 13-week, one-credit course designed for new students.

PERSONAL SAFETY PROGRAM

Interested individuals and groups can arrange for informational safety presentations by a trained crime prevention officer from the Department of Public Safety to address specific concerns.

BROCHURES

Brochures and crime prevention pamphlets are available at the Public Safety Office as well as Student Affairs offices and other locations throughout campus. Subject matter deals with a variety of tips on protecting oneself from becoming a victim of crime.

SAFETY ESCORTS

The Department of Public Safety at LIU Post is dedicated to providing a safe and secure campus environment for the students, staff, faculty, and visitors of the community it serves. To meet this goal, the Department of Public Safety provides a **free walking escort service**. The Escort Service is available to all students, staff, faculty and visitors to the campus. The Escort Service is designed to enhance campus members' safety and peace of mind if they must walk after dark. The primary goal of the Escort Service is to enable members to travel from one campus location to another with a greater sense of security. The Department of Public Safety carefully conducts background checks and screens all students selected as escorts. Escorts can be identified by their conspicuously marked jackets. All escorts carry two-way radios for quick dispatch and prompt service. **The Escort Service is operational Monday through Thursday, 6 p.m. to 11 p.m.** with the exception of holidays and intersessions.

To arrange for an escort please dial **516-299-2200** from any phone or use one of the many blue light emergency phones located throughout the campus. When calling to arrange an escort please provide the following information: your name, your exact location and destination.

LIU POST CRIME STATISTICS

Crime Categories	Hate Crimes			On Campus			Non Campus Buildings			Public Property			Dorm/ Residential			Total		
	2013	2014	2015	2013	2014	2015	2013	2014	2015	2013	2014	2015	2013	2014	2015	2013	2014	2015
	2	2	2	2	2	2	2	2	2	2	2	2	2	2	2	2	2	2
	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1
	3	4	5	3	4	5	3	4	5	3	4	5	3	4	5	3	4	5
Murder/Non-negligent manslaughter	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Negligent manslaughter	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Sex offenses - Forcible	0	0	0	1	0	0	0	0	0	0	0	0	0	0	0	1	0	0
Rape	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Fondling	0	0	0	0	0	0	0	0	0	0	0	0	0	1	1	0	1	1
Sex offenses -Non forcible	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Incest	0	0	0	0	0	0	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	0	0	0	0	0	0
Robbery	0	0	0	1	0	0	0	0	0	0	0	0	0	0	0	1	0	0
Aggravated assault	0	0	0	0	1	1	0	0	0	0	0	0	2	0	0	2	1	1
Burglary	0	0	0	0	1	1	0	0	0	0	0	0	3	3	2	3	4	3
Motor vehicle theft	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Arson	0	0	0	0	1	1	0	0	0	0	0	0	0	0	0	0	1	1
Domestic Violence (VAWA Offense)	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Dating Violence (VAWA Offense)	0	0	0	0	0	0	0	0	0	0	0	0	0	1	4	0	1	4
Stalking (VAWA Offense)	0	0	0	0	0	0	0	0	0	0	0	0	0	2	1	0	2	1
Arrests	0	0	0	0	0	1	0	0	0	0	0	0	0	0	0	0	0	1
Unfounded Crimes	0	0	0	0	1	0	0	0	0	0	0	0	0	0	0	0	1	0
Total	0	0	0	2	4	4	0	0	0	0	0	0	5	7	8	7	11	12

PERSONS REFERRED FOR CAMPUS DISCIPLINARY ACTION

Violation Categories	ON CAMPUS			Non Campus Buildings			Public Property			Dorm/ Residential			Total		
	2	2	2	2	2	2	2	2	2	2	2	2	2	2	2
	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1
	3	4	5	3	5	5	3	4	5	3	4	5	3	4	5
Liquor	0	0	0	0	0	0	0	0	0	153	178	86	153	178	86
Drug Related	0	0	0	0	0	0	0	0	0	54	15	50	54	15	50
Weapons Possession	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Total	0	0	0	0	0	0	0	0	0	207	193	136	207	193	136

PART 3 – LIU Brooklyn

PUBLIC SAFETY

The Department of Public Safety: 718-488-1078

Email: publicsafety@brooklyn.liu.edu

The Department of Public Safety is located in the rear of Metcalfe Building, between the entrance to Sloan and the side entrance to the Paramount Theater, opposite the Pharmacy Building. The Department has a full-time staff that consists of a Director, three Tour Commanders, three Lieutenants, three Desk Sergeants, 45 Public Safety Officers. Public Safety Officers are licensed by the State of New York and are trained, certified and registered pursuant to the New York State Security Guard Act of 1992. Public Safety Officers are not peace officers. The Department of Public Safety works closely with the 88th and 84th Precincts of the New York City Police Department. The Department of Public Safety does not utilize written memoranda of understanding with these precincts. The Department serves the campus 24 hours a day, 7 days a week year-round and may be reached by dialing extension 1078. Dial 1078 for emergencies on campus telephones. (Add area code (718) and prefix 488 when using outside lines (so from a cellphone or off-campus, public safety can be reached at (718) 488-1078)).

Department of Public Safety Services

The Department administers a comprehensive public safety program, including crime prevention programs, fire prevention exercises, personal safety workshops, escort services, an emergency alert system, and a network of sirens and loudspeakers in the event of outdoor emergencies. The Department maintains and promotes respect for the individual rights and dignity of all persons and continually attempts to instill public confidence by maintaining a high degree of professionalism, dedication and expertise in the delivery of the service it provides.

REPORTING CRIMES AND EMERGENCIES

The Department of Public Safety encourages the accurate and prompt reporting of all incidents to campus security and to appropriate law enforcement agencies. All members of the campus community are urged to report all incidents of alleged criminal activity, fire, medical emergencies, and complaints immediately.

How to Report a Crime or other Emergency

Dial 1078 from any campus phone or simply push the RED button on any yellow emergency phone to report a crime in progress and/or other emergency; or

Respond in person to the Office of the Department of Public Safety located in the rear of the Metcalfe Building.

When reporting a crime or incident please provide as much information as possible, including:

- Details of what happened
- Specific Location
- Identify and/or description of person(s) involved
- Date and time of incident
-

Be as specific as possible when giving any information to the Department of Public Safety, i.e. description of person(s), vehicle(s), etc.

A link to LIU Brooklyn Faculty and Staff Emergency and Safety Procedures Guide can be found at: www.liu.edu/Brooklyn/About/Offices/Public-Safety/Emergency

Emergency Building Managers (Training)

Administrators and staff members have been trained to serve as Emergency Building Managers (EBM), Evacuation Supervisors and Emergency Floor Wardens and Searchers (EFWS) in each building on campus. In the event of an emergency, the EBM, Evacuation Supervisors and EFWS assist Fire Safety Director from Public Safety in disseminating information in their building. Each EMB, Evacuation Supervisors and EFWS are trained with updated information annually by the Fire Safety Director of the Public Safety Department. EBMs and EFWSs have been trained in "Evacuation" and "Shelter in Place" procedures. Our Evacuation Supervisors are trained Fire Safety Director with certifications from the Fire Department within the Public Safety Department.

They have been issued red and yellow emergency protocol cards and will wear a high visibility orange vest in an emergency in order for first responder to identify them and make contact.

A Fire Safety Director on duty will contact the EMB and EFWS and Evacuation Supervisors provide them with instructions regarding the nature of the emergency and whether the occupants of that building should "Evacuate" or "Shelter in Place."

Snow and Emergency School Closings

In the event of snow storms, inclement weather, power outages and other emergencies at LIU Brooklyn, please call: **718-488-1000** or **718-488-1078** for information on class and event cancellations. Information is also available on the web at: www.liu.edu/brooklyn

These radio and TV stations will be notified of class and event cancellations:

FM Stations:

WALK 97.5 FM, WBAB 102.3 FM, WBLI 106.1 FM, WRCN 103.9 FM, WMJC 94.3 FM, WKJY 98.3 FM, WBZO 103.1 FM

AM Stations:

WCBS 880 AM, WINS 1010 AM, WOR 710 AM, WLIE 540 AM, WHLI 1100 AM, WLIM 1580 AM

TV Stations:

News 12 Brooklyn, CBS Channel 2, WNBC Channel 4

NOTE: Since some of these radio and TV stations announce cancellations only once daily, students are urged to call the above phone numbers or visit the web sites listed for official cancellation information. Make-up classes will be at the discretion of the faculty and administration of LIU Brooklyn.

ACCESS TO CAMPUS BUILDINGS

Academic and administrative buildings on campus are normally locked after business hours unless they are being used for legitimate evening or educational purposes. The campus computerized intrusion and fire alarms are monitored 24 hours a day by a Public Safety Officer.

Residential Facilities and Policies

The Office of Residence Life & Housing is committed to working with students in order to create an environment that supports and compliments the academic mission of the University.

Student residents reside in one of our three residential halls. Each residential hall facility includes a security checkpoint, which is staffed at prescribed hours. All building entries are monitored 24-

hours, 7 days a week and residents of the building have access via an entry card system. Guests and visitors are required to register when entering a building.

Live-in Residence Hall Directors (RHD's) and Residence Assistants (RA's) staff all residential facilities and at least one of these staff members is on duty at all times. No one is admitted without proper photo I.D. (University I.D. or Driver's License). All guests and persons making deliveries must sign in at the Security desk at the front entrances and must be escorted to the room by the student they are visiting. Visitors are permitted in the residence halls only with proper authorization.

The Department of Public Safety works closely with the Residence Life staff to ensure that safety and welfare policies are being satisfactorily implemented in and about residential halls and that fire regulations are being followed. Hallways and public areas are patrolled with attention focused on potential security issues. Public Safety Officers are available to conduct informational safety presentations upon request.

Violations of housing regulations are noted and reported to the Residence Life staff. The Dean of Students maintains jurisdiction over all disciplinary cases of students when infractions of rules and regulations take place in or on LIU Brooklyn facilities.

LIU BROOKLYN CRIME STATISTICS

Crime Categories	Hate Crimes			On Campus			Non Campus Buildings			Public Property			Dorm/ Residential			Total*		
	2	2	2	2	2	2	2	2	2	2	2	2	2	2	2	2	2	2
	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1
	3	4	5	3	4	5	3	4	5	3	4	5	3	4	5	3	4	5
Murder	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Forcible Sex Offences	0	0	0	0	0	4	0	0	0	1	0	0	0	0	0	1	0	4
Non-Forcible Sex Offenses	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Robbery	0	0	0	0	0	0	0	0	0	0	0	2	0	0	0	0	0	2
Aggravated Assault / Assault	0	0	0	1	1	2	0	0	0	0	4	1	0	0	2	1	5	5
Burglary	0	0	0	0	0	0	0	0	0	1	0	0	0	0	4	1	0	4
Grand Larceny	0	0	0	0	0	1	0	1	0	0	5	6	0	0	5	0	6	3
Motor Vehicle Theft	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Manslaughter	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Arson	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Domestic Violence	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Dating Violence	0	0	0	0	0	1	0	0	0	0	0	0	0	0	0	0	0	1
Stalking	0	0	0	2	0	1	0	0	0	0	0	0	0	0	2	2	0	3
Total	0	0	0	3	1	2	0	1	0	2	9	9	0	0	13	5	1	49

* Statistics for the LIU Global program are included in the data for LIU Brooklyn, where the program is

PERSONS REFERRED FOR CAMPUS DISCIPLINARY ACTION

Violation Categories	On Campus			Non Campus Buildings			Public Property			Dorm/ Residential			Total		
	2	2	2	2	2	2	2	2	2	2	2	2	2	2	2
	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1
	3	4	5	3	4	5	3	4	5	3	4	5	3	4	5
Liquor	1	1	2	0	1	0	0	0	0	1	0	2	2	2	4
Drug Related	0	1	1	0	0	0	2	0	4	11	6	12	13	7	17
Weapons Possession	0	1	1	0	0	0	0	0	0	0	0	0	0	1	1
Total	1	3	4	0	1	0	2	0	4	12	6	14	15	10	22

PART 4 – LIU BRENTWOOD

CRIME STATISTICS

Crime Categories	Hate Crimes			On Campus			Non Campus Buildings			Public Property			Dorm/Residential			Total		
	2013	2014	2015	2013	2014	2015	2013	2014	2015	2013	2014	2015	2013	2014	2015	2013	2014	2015
	2	2	2	2	2	2	2	2	2	2	2	2	2	2	2	2	2	2
	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1
	3	4	5	3	4	5	3	4	5	3	4	5	3	4	5	3	4	5
Murder/Non-negligent manslaughter	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Negligent manslaughter	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Sex offenses - Forcible	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Rape	0	0	0	0	0	1	0	0	0	0	0	0	0	0	0	0	0	1
Fondling	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Sex offenses -Non forcible	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Incest	0	0	0	0	0	0	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	0	0	0	0	0	0
Robbery	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Aggravated assault	0	0	0	0	0	1	0	0	0	0	0	0	0	0	0	0	0	1
Burglary	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Motor vehicle theft	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Arson	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Destruction/damage/vandalism of property**	4	4	4	0	0	0	0	0	0	0	0	0	0	0	0	4	4	4
Domestic Violence (VAWA Offense)	0	0	0	0	3	0	0	0	0	0	0	0	0	0	0	0	3	0
Dating Violence (VAWA Offense)	0	0	0	0	2	0	0	0	0	0	0	0	0	0	0	0	2	0
Stalking (VAWA Offense)	0	0	0	0	0	1	0	0	0	0	0	0	0	0	0	0	0	1
Arrests	0	0	0	0	0	0	0	0	0	0	0	2	0	0	0	0	0	2
Unfounded Crimes	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Total	4	4	4	0	5	3	0	0	0	0	0	2	0	0	0	4	9	9

Hate Crimes Category of Bias:
 2013: 3 based on race, 1 based on ethnicity/national origin
 2014: 1 based on race, 3 based on religion
 2015: 1 based on race, 3 based on religion

PERSONS REFERRED FOR CAMPUS DISCIPLINARY ACTION

Violation Categories	ON CAMPUS			Non Campus Buildings			Public Property			Dorm/ Residential			Total		
	2	2	2	2	2	2	2	2	2	2	2	2	2	2	
	0	0	0	0	0	0	0	0	0	0	0	0	0	0	
	1	1	1	1	1	1	1	1	1	1	1	1	1	1	
	3	4	5	3	4	5	3	4	5	3	4	5	3	4	
Liquor	0	2	0	0	0	0	0	0	0	0	0	0	0	2	
Drug Related	2	0	0	0	0	0	0	0	0	0	0	0	2	0	
Weapons Possession	0	0	2	0	0	0	0	0	0	0	0	0	0	2	
Total	2	2	2	0	0	0	0	0	0	0	0	0	2	2	

PART 5 – LIU RIVERHEAD

CRIME STATISTICS

Crime Categories	Hate Crimes			On Campus			Non Campus Buildings			Public Property			Dorm/ Residential			Total		
	2	2	2	2	2	2	2	2	2	2	2	2	2	2	2	2	2	2
	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1
	3	4	5	3	4	5	3	4	5	3	4	5	3	4	5	3	4	5
Murder/Non-negligent manslaughter	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Negligent manslaughter	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Sex offenses - Forcible	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Rape	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Fondling	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Sex offenses - Non forcible	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Incest	0	0	0	0	0	0	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	0	0	0	0	0	0
Robbery	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Aggravated assault	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Burglary	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Motor vehicle theft	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Arson	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Destruction/damage/vandalism of property	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	3	0	2
Domestic Violence (VAWA Offense)	0	0	0	0	2	0	0	0	0	0	0	0	0	0	0	0	2	0
Dating Violence (VAWA Offense)	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Stalking (VAWA Offense)	0	0	0	0	2	3	0	0	0	0	0	0	0	0	0	0	2	3
Arrests	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Unfounded Crimes	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Total	0	0	0	0	4	3	0	0	0	0	0	0	0	0	0	3	4	5

PERSONS REFERRED FOR CAMPUS DISCIPLINARY ACTION

Violation Categories	ON CAMPUS			Non Campus Buildings			Public Property			Dorm/ Residential			Total		
	2	2	2	2	2	2	2	2	2	2	2	2	2	2	
	0	0	0	0	0	0	0	0	0	0	0	0	0	0	
	1	1	1	1	1	1	1	1	1	1	1	1	1	1	
	3	4	5	3	4	5	3	4	5	3	4	5	3	4	
Liquor	2	1	0	0	0	0	0	0	0	0	0	0	2	1	
Drug Related	0	0	0	0	0	0	0	0	0	0	0	0	0	0	
Weapons Possession	0	0	0	0	0	0	0	0	0	0	0	0	0	0	
Total	2	1	0	0	0	0	0	0	0	0	0	0	2	1	

PART 6 – LIU HUDSON

WESTCHESTER CRIME STATISTICS

Crime Categories	Hate Crimes			On Campus			Non Campus Buildings			Public Property			Dorm/ Residential			Total		
	2	2	2	2	2	2	2	2	2	2	2	2	2	2	2	2	2	2
	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1
	3	4	5	3	4	5	3	4	5	3	4	5	3	4	5	3	4	5
Murder/Non-negligent manslaughter	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Negligent manslaughter	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Sex offenses - Forcible	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Rape	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Fondling	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Sex offenses -Non forcible	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Incest	0	0	0	0	0	0	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	0	0	0	0	0	0
Robbery	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Aggravated assault	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Burglary	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Motor vehicle theft	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Arson	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Domestic Violence (VAWA Offense)	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Dating Violence (VAWA Offense)	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Stalking (VAWA Offense)	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Arrests	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Unfounded Crimes	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Total	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0

PERSONS REFERRED FOR CAMPUS DISCIPLINARY ACTION

Violation Categories	ON CAMPUS			Non Campus Buildings			Public Property			Dorm/ Residential			Total		
	2	2	2	2	2	2	2	2	2	2	2	2	2	2	2
	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1
	3	4	5	3	4	5	3	4	5	3	4	5	3	4	5
Liquor	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Drug Related	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Weapons Possession	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Total	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0

ROCKLAND CRIME STATISTICS

Crime Categories	Hate Crimes			On Campus			Non Campus Buildings			Public Property			Dorm/ Residential			Total		
	2	2	2	2	2	2	2	2	2	2	2	2	2	2	2	2	2	2
	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1
	3	4	5	3	4	5	3	4	5	3	4	5	3	4	5	3	4	5
Murder/Non-negligent manslaughter	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Negligent manslaughter	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Sex offenses - Forcible	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Rape	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Fondling	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Sex offenses -Non forcible	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Incest	0	0	0	0	0	0	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	0	0	0	0	0	0
Robbery	0	0	0	1	0	0	0	0	0	0	0	0	0	0	0	1	0	0
Aggravated assault	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Burglary	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Motor vehicle theft	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Arson	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Domestic Violence (VAWA Offense)	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Dating Violence (VAWA Offense)	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Stalking (VAWA Offense)	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Arrests	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Unfounded Crimes	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Total	0	0	0	1	0	0	0	0	0	0	0	0	0	0	0	1	0	0

PERSONS REFERRED FOR CAMPUS DISCIPLINARY ACTION

Violation Categories	ON CAMPUS			Non Campus Buildings			Public Property			Dorm/ Residential			Total		
	2	2	2	2	2	2	2	2	2	2	2	2	2	2	2
	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1
	3	4	5	3	4	5	3	4	5	3	4	5	3	4	5
Liquor	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Drug Related	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Weapons Possession	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Total	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0

PART 7 – FIRE SAFETY REPORT

In accordance with the Higher Education Opportunity Act (HEOA) of 2008, LIU is required to publish and distribute an Annual Fire Safety Report; and is required to maintain a Fire Log.

Information contained in this annual report includes: Fire safety practices and standards, fire statistics, a description of each on-campus student housing facility fire safety system, the number of regular mandated supervised fire drills, policies and rules on portable electrical appliances, smoking and open flame, procedures for evacuation, policies regarding fire safety education and training programs for students, faculty and staff, and plans for future improvements in fire safety.

Fire Safety Statistics

The following statistics are collected and reported by the Department of Public Safety:

- The number of fires and the cause of each fire
- The number of deaths related to the fire
- The number of injuries related to the fire that resulted in treatment at a medical facility
- The value of property damage related to the fire

FIRE SAFETY SYSTEMS

Fire alarm systems are monitored 24 hours per day, 365 days a year by the Department of Public Safety. In the event of an activation of fire alarm systems, the Department of Public Safety dispatcher will immediately notify the local fire department and police.

Number of fire drills held in residence halls: Three drills are conducted (one for each shift) every three months (a total of 12 annually) by Fire Safety Officers in conjunction with and under the supervision of Public Safety Officers and Residence Life staff members. Rules and policies concerning portable electrical appliances, smoking, and open flames in resident housing are published in the Student Handbook under “Campus Fire Safety Procedures” and are found in the housing contract which is executed by each student.

PROCEDURES FOR EVACUATIONS, FIRE SAFETY EDUCATION AND TRAINING:

Fire safety procedures can be found under “Campus Fire Safety Procedures” in the Student Handbook, as well as the Emergency and Safety Procedures Guide, which outlines evacuations, fire/explosion and gas leaks producers

Fire safety training is conducted annually by a Campus fire safety officer with all housing staff and RA's.

During fire drills, a Campus fire safety officer issues fire safety tips to students.

Public Safety supervisors address safety issues and fire safety tips during floor meetings in Campus residence halls in conjunction with RA's (Resident Assistants).

FIRE LOG

The LIU Fire Log is maintained at the Department of Public Safety for each campus and is available for inspections at the Office of Public Safety, Monday – Friday, 9 a.m. to 5 p.m.

The log contains information concerning the nature, date, time and general location of each fire occurring in on-campus student housing facilities.

FIRE SAFETY PROCEDURES

The act of discharging a fire extinguisher, lighting a fire, and misuse or tampering with the alarm or sprinkler system is considered irresponsible behavior and endangers the lives of others and can result in immediate judicial or criminal action. Long Island University reserves the right to pursue criminal charges through the appropriate authorities.

Actions to Take

- Remain calm.
- Pull the nearest fire alarm, if not already activated.
- Only attempt to use a fire extinguish if you have been formally trained.
- Remove anyone from immediate danger.
- Notify Public Safety from a safe location.
- Close all doors to confine smoke and fire.
- Unless otherwise directed, follow your Building Evacuation Plan and proceed to the designated evacuation rally point outside the building.
- Do not delay evacuation for the purpose of retrieving personal belongings.
- Walk without delay, but do not run. Do not use elevators.
- Feel exit doors for heat, stay low and close to walls while evacuating.
- If smoke is present, stay low. The best quality of air is near the floor.
- Consider persons with disabilities who may need assistance evacuating.
- Never allow the fire to come between you and an exit.
- Try to account for everyone when you reach the evacuation rally point.
- Notify Public Safety if anyone is missing or injured.
- Everyone should remain at the evacuation rally point until directed otherwise by Public Safety of the Fire Department.

Response to Audible Fire Alarms

If the audible alarm sounds for more than 30 seconds or starts to sound for a second time, evacuate the building immediately.

Do not use the elevators.

If requested, accompany and assist persons with disabilities who appear to need assistance.

Leave all parcels and personal property inside.

Remain approximately 100 feet from the exits to help facilitate clear access to the building for the fire department.

Return to the building only when instructed to do so by Campus Public Safety officers, police, or fire department officials.

Never Use an Elevator

If smoke is present in a stairwell, avoid it. Choose another route.

If your clothes catch fire . . . stop, drop, and roll to extinguish the flames.

If you are in the room where the fire starts, leave quickly. Close the door and call Public Safety at 718-488-1078

Upon exiting, move at least 70 yards from the building. Make yourself or a group designee available to the Public Safety Officers or Firefighters in order to give as much information about the fire situation as possible. Be factual and be calm.

If you are trapped in a Room

Seal door/window cracks and ventilation grills with tape (preferably duct tape) or towels and clothing (preferably wet) to keep the smoke out. If there is smoke in the room, open the window to let it out. Hang an article of clothing, large enough for rescuers to see, out of a corner of the window. Then close the window and keep closed to prevent outside smoke from entering.

Do not break the window unless the room has been heavily invaded by smoke and you must get air to survive. Remember, stay close to the floor for air. Call Public Safety at (718) 488-1078, report the fire location and your situation. Tie a towel or clothing (preferably wet) around your nose and mouth if necessary to filter smoke. Do not jump.

Always Remember

You must believe that every fire alarm is real. Failure to exit the building when an alarm sounds may put you and others in danger.

Fire Safety Tips

All members of the Campus Community should be guided by the following:

In your Building/Classroom

Note the location of fire alarms, extinguishers and other emergency equipment.

Note the location of landmarks which may aid your exit when visibility is reduced by smoke.

Locate at least two emergency exits from your floor and make sure they are free from obstruction.

Re-familiarize yourself with standard fire drill procedures.

In the Event of a Fire

Remain calm. Act quickly, not rashly. Your object is to survive. If you can exit safely, do so.

If not, you must work quickly to defend yourself against smoke and flame.

Never open a door without first checking for heat or smoke. Close doors behind you.

Do not allow doors to lock behind you. You may be forced to return.

If smoke is encountered during your exit, do not walk upright . . . crawl. The air is cooler and less toxic near the floor.

Always Remember

You must believe that every fire alarm is real. Failure to exit the building when an alarm sounds may put you and others in danger.

Resident Students may not:

- Intentionally cause smoke or a fire; including burning candles or incense.
- Obstruct (penny shut, glue, or jam) a door so as to prohibit entrance and/or exit from a room.
- Affix tapestries and other room decorations to the ceiling, light fixtures, or in doorways.
- Accidentally or intentionally misuse fire safety equipment, including but not limited to fire hoses, fire extinguishers, sprinklers, pull-stations, fire alarms bells and smoke detectors.
- Use extension cords or multi-receptacle outlets with the exception of UL listed power strips with surge protectors.

- Have live fire present in room.
- Use or possess open element appliances, including toasters, hot plates, and hot pots in residence hall rooms or other unauthorized areas.
- Cook or use any cooking utensils.
- Install personal air conditioning units or portable electric or fuel powered heaters without approval from Student Health.

FIRE SAFETY STATISTICS & CAMPUS-SPECIFIC FIRE SAFETY INFORMATION

LIU POST

Location	Fires			Cause			Number of Injuries that Required Treatment at a Medical facility			Deaths Related to Fire			Value of Property Damage		
	2	2	2	2	2	2	2	2	2	2	2	2	2	2	2
	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1
	3	4	5	3	4	5	3	4	5	3	4	5	3	4	5
Kings Hall	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Queens Hall	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Nassau Hall	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Suffolk	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Riggs Hall	1	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Brookville Hall	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Post Hall	0	0	1	0	0	0	0	0	0	0	0	0	0	0	\$0-\$99
South Residence Complex-Red/Green	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Total	1	0	1	0	0	0	0	0	0	0	0	0	0	0	0

Residential Housing Fire Safety Systems

All LIU Post residential housing is equipped with:

Full sprinkler system with stand pipe system

ABC and H2O extinguishers throughout building

Addressable fire alarm systems with smoke and heat detectors and pull stations throughout building

Self-closing and magnetic door releases throughout building

Generator backup system in each residence hall building for emergency lighting and alarm systems in case of power failure

Fire alarm systems are monitored 24 hours per day, 365 days a year by the Department of Public Safety. In the event of an activation of fire alarm systems, the Department of Public Safety dispatcher will immediately notify the local fire department and police.

Number of fire drills held in residence halls:

Two drills are held per semester (a total of 4 annually) by Fire Safety Officer in conjunction with Public Safety officers and Residence Life staff members.

LIU BROOKLYN

Location	Fires			Cause			Number of Injuries that Required Treatment at a Medical facility			Deaths Related to Fire			Value of Property Damage		
	2	2	2	2	2	2	2	2	2	2	2	2	2	2	
	0	0	0	0	0	0	0	0	0	0	0	0	0	0	
	1	1	1	1	1	1	1	1	1	1	1	1	1	1	
	3	4	5	3	4	5	3	4	5	3	4	5	3	4	
Conolly	0	0	0	0	0	0	0	0	0	0	0	0	0	0	
Hoyt St Hall	0	0	0	0	0	0	0	0	0	0	0	0	0	0	
490 Fulton St.	0	0	0	0	0	0	0	0	0	0	0	0	0	0	
Total	0	0	0	0	0	0	0	0	0	0	0	0	0	0	

Residential Housing Fire Safety Systems

49 Fulton Street Residence Hall: full sprinkler system

1 Hoyt Street Residence Hall: full sprinkler system

Connolly Hall: full sprinkler system

ABC and H20 extinguishers throughout building;

Addressable fire alarm systems with smoke and heat detectors and pull stations throughout building;

Self-closing and magnetic door releases throughout building;

Generator backup system in each residence hall building for emergency lighting and alarm systems in case of power failure;

If you have any questions, please call 718-488-1078 and ask for the Fire Safety Director. If you have any health-related questions, call LIU Brooklyn Student Health Services at ext. 6450.

Number of fire drills held in residence halls: Three drills are conducted (one for each shift) every three months (a total of 12 annually) by Fire Safety Officers in conjunction with and under the supervision of Public Safety Officers and Residence Life staff members.

Questions concerning these polices can be directed to: Stilson Spring, our Fire Safety Officer at 718-488-1525 and/or contact the Department of Public Safety at 718-488-1078 (emergencies) or 718-488-1078 (general inquiries).

If you have any non-emergency questions related to this Safety Advisory, please feel free to call Public Safety at ext. 1078.

Campus Fire Emergencies

If a fire occurs in a campus building, everyone should quickly exit the building, using available stairways and fire escapes. The emergency signal for a fire is a continuous sounding alarm. After reaching safety, call the Department of Public Safety at 718-488-1078 or dial 911 for assistance.

How to Report a Fire

If a burning odor or smoke is present, call the Department of Public Safety at 718-488-1078 or dial 911. Report the exact location of the fire and, if known, what is burning. If a fire is detected, sound the building alarm by pulling a nearby fire alarm.

Emergency Telephone and Campus Numbers

718-488-1078 or 911