

## 2021 Annual Security Report / 2021 Annual Fire Safety Report

October 1, 2022

Welcome to St. Lawrence University!

The philosophy of the St. Lawrence University Safety & Security department is to provide a safe and secure environment for the entire University community. The Safety & Security department offers a wide variety of services to assist students, staff and faculty members in their day to day living. All services are widely publicized. We ask that students, staff, and faculty members familiarize themselves with the on-line student handbook which can be located on the Student Life webpage at <https://www.stlawu.edu/documents/student-handbook>. Safety & Security webpage at <https://www.stlawu.edu/offices/safety-and-security> and all services provided by this department. The first step in a successful Safety & Security program is public awareness and community awareness and participation.

The St. Lawrence University Safety & Security Department will initiate immediate notification to the campus community upon the confirmation of a significant emergency or dangerous situation involving an immediate threat to the health or safety of students, staff or faculty members occurring on the campus, unless issuing a notification will compromise efforts to contain the emergency. Students, staff, faculty, alumni, parents, and guests may access our campus crime statistics at <https://www.stlawu.edu/offices/safety-and-security/crime-information>.

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

The Safety & Security Department is required to report “statistics concerning the occurrence on campus of the following criminal offenses reported to local police agencies, or to any official of the institution who has significant responsibility for students, campus activities, the dean of students, residence life and student housing, student center, and student co-curricular activities, director of athletics, team coaches, faculty member, or a faculty advisor to a student group: Murder, Rape, Fondling, Incest and Statutory Rape, Robbery, Aggravated Assault, Burglary, Dating Violence, Domestic Violence, Stalking, Motor Vehicle Theft, Arson, Weapons Carrying, Possessing, Etc. Law Violations, Drug Abuse Violations, and Liquor Law Violations. We encourage the accurate and prompt reporting of crimes, fires and incidents to Safety & Security, Canton Village Police, Canton Fire Department or the New York State Police.

This Annual Security Report / Annual Fire Safety report is prepared by the Assistant Vice President of Safety & Security and Emergency Management. The information and statistical data included in the report are the collective summary of reported incidents, crimes, and fires as required for reporting by the Jeanne Clery Disclosure of Campus Security Policy and Campus Crime Statistics Act and the Higher Education Opportunity Act. The AVP of Safety & Security

submits a written request for reported crimes and incidents to the Chief of the Canton Village Police and the St. Lawrence County Sheriff annually.

The AVP of Safety & Security submits a written request for reported crimes and incidents to each Campus Security Authority at St. Lawrence University annually. In addition, St. Lawrence University Safety & Security Officers submit incident reports for crimes and incidents; occurring or reported on their patrols, which are included in this report.

The information provided in this annual report is in compliance with the Jeanne Clery Disclosure of Campus Security Policy and Campus Crime Statistics Act and the Higher Education Opportunity Act. It is designed to inform, educate, notify and alert the campus community of the current programs, policies, procedures related to crime awareness and reporting at St. Lawrence University. Our Annual Fire Safety Report is included in this document and you may access additional information related to Fire Safety at <https://www.stlawu.edu/offices/environmental-health-and-safety/fire-safety> .

If you have questions about any of the information contained in this annual report, please call our office at (315) 229-5555 or email me directly at [pgagnon@stlawu.edu](mailto:pgagnon@stlawu.edu).

Sincerely,

Patrick W. Gagnon  
Assistant Vice President  
Safety & Security and Emergency Management



# Annual Security/Annual Fire Safety Report

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## Safety & Security Department

The Safety & Security department is located on the 1<sup>st</sup> floor of the Diana B. Torrey '82 Health and Counseling Center, 76 Park St, Canton, New York. The office is open 7 days per week, 24 hours per day and 365 days a year. **To report a crime or an emergency you can call the Safety & Security office from any campus telephone by dialing 5555, by dialing 315-229-5555 from your cellular phone or you may use any of the 16 blue light and 37 yellow/red call box emergency phones located throughout the University campus.** Incoming calls (on 315-229-5555 only) are recorded for emergency purposes only and to be consistent with procedures of other private and public safety departments. Calls transferred from the 315-229-5555 line to a private line for Safety & Security administration are not recorded. You may feel certain that confidential discussions with Safety & Security will remain so. **Crimes and emergencies may be reported directly to the Canton Village Police by calling 911 or 315-386-4561.**

### To report crimes, fires or emergencies:

- CALL Safety & Security:
  - From campus phones, dial 5555, from cell phones, dial 315-229-5555
- CALL New York State Police
  - From campus phones, dial 8 then 315-379-0012 or 911.
  - From cell phones, 315-379-0012
- Call New York State Police Sexual Assault Hotline
  - From campus phones, dial 8 then 844-845-7269, from cell phones, 844-845-7269
- CALL Canton Village Police
  - From campus phones dial 8 then 315-386-4561 or 911
  - From cell phones, dial 315-386-4561
- CALL Canton Fire & Rescue – dial 911

### To report crimes/incidents confidentially ON campus: (Confidential Resources)

- CALL Safety & Security and request contact with any of the following on campus resources:
  - Medical staff
  - Mental health counselors
  - Chaplains
  - Athletic Trainers
  - Advocates

### To report crimes/incidents confidentially OFF campus: (Confidential Resources)

- Canton-Potsdam Hospital at 315-265-3300
- Renewal House for Victims of Family Violence (For Students/Staff)
  - 3 Chapel Street, Canton, NY, M-F 8:00am-5:00pm, 315-379-9845
  - Reachout of St. Lawrence County (For Students/Staff) 315-265-2422
  - Employee Assistance Program (For Staff) 1-800-327-2255
  - New York State Office of Victim Services 1-800-247-8035
    - <https://ovs.ny.gov>

Once a crime or emergency has been reported, our first commitment will be to the **victim's or survivor's safety**. We will provide or contact any one or all of the following resources/services: medical treatment, advocate from our Advocate Program, counselor from our Counseling Center, Community Outreach Programs (Renewal House), or law enforcement. We encourage and can facilitate prompt and accurate reporting of all crimes to local law enforcement.

Our Safety & Security Officers submit to a detailed background check, complete the NYS Security Guard Course(s) and are licensed as security guards with the State of New York. Their training includes but is not limited to: effective communication, NYS Security Guard Course, Clery Act, Title IX, investigations, CPR/AED and first aid, defensive tactics, bomb recognition, fire safety, domestic violence, sexual assaults, stalking, cultural diversity, and drug recognition. They attend an annual Security Officer/Campus Security Officer Training Academy hosted by St. Lawrence University. Our officers are Safety & Security officers and, therefore, are **not** sworn police officers and do not have authority/power to arrest. They can make immediate contact with local law enforcement officials as needed. In addition, the Village of Canton Police Department conducts patrols of our campus roadways and perimeter.

The Safety & Security Department has a long standing working relationship with the Village of Canton Police Department, St. Lawrence County Sheriff's Department, Troop B of the New York State Police, and the Canton Fire and Rescue Department. St. Lawrence University has a written "Memorandum of Understanding" with the Village of Canton Police Department. The Safety & Security Department reports to the Vice President and Dean of Student Life, and is responsible for providing both emergency and non-emergency response on campus. Services provided by the Safety & Security Department include, but are not limited to:

- Campus policy, civil and criminal investigations
- Vehicle and traffic enforcement
- Medical emergency responses
- Fire safety responses, fire drills, and system testing
- Safe Walks
- Access control system responses, checks and inspections
- On campus non-emergency medical transports
- Residence hall patrols and perimeter security checks
- Academic/administrative building patrols and perimeter security checks

The Safety & Security department consists of seven full-time security officers, two part time security officers, four full-time dispatchers, one part time dispatcher and a strong representation of student staff members that serve on the Student Safety Team and the First Response Team (SLUEMS). The department administration consists of an Assistant Vice President, an assistant director, three patrol sergeants (included in the seven full time security officer staff), an administrative assistant, a technical services coordinator, and a transportation coordinator. Safety & Security is charged with the responsibility of enforcing all University rules and regulations as well as to responding to violations of state and federal laws. During their patrol of University owned property and properties recognized by the University, officers constantly monitor for criminal activity and evaluate campus safety & security. They routinely identify and report such problems as fire safety violations, defective locks, unsecured windows,

lighting in need of repair, environmental safety and submit work orders through Facilities Operations. In addition, they immediately address problems considered to be a life safety threat or hazard and request maintenance assistance as needed.

The Safety & Security department is always available to make presentations to student groups, clubs, organizations, staff and faculty members. The administrative team presents “Campus Safety 101” at freshman orientations and at new employee orientations. These presentations include but are not limited to Federal Jeanne Clery Disclosure of Campus Security Policy and Campus Crime Statistics Act, Title IX, Higher Education Opportunity Act, VAWA, Campus SAVE Act, NYS Enough is Enough, personal safety, crime prevention, fire safety, safe walks, department structure, crime reporting procedures and services provided by our department.

### **Procedure to Determine a Continuing Threat**

Senior administrators, including the Vice President and Dean of Student Life, Vice President of University Communications, the Associate Dean of Student Life, the Assistant Vice President for Security and Safety, and the Director of Health Services are consulted in the determination of a threat. The administrators consider the nature of the complaint, the time between the incident and the complaint, the disciplinary history of the accused, and any mental health information that we are allowed to have (such as threats to self and others). The University’s decisions about whether to interim suspend a student (or to remove an employee from his/her job if the respondent is an employee) are made on a case-by-case basis. We attempt to assess the likelihood of the accused committing a similar act while our investigation and adjudication process is occurring. Relevant considerations include the nature of the alleged incident (i.e. was the alleged incident forceful or non-forceful; did the alleged incident appear to be planned or intentional; was a weapon involved; were intoxicants allegedly used in a deliberate way to incapacitate the alleged victim; is this part of a pattern of conduct as may more likely be the case in domestic and dating violence and stalking cases, etc.)

As stated in the University’s Combined Discrimination and Harassment Policy:

### **Emergency Removal of Student Respondent**

The University may need to undertake an emergency removal of a student in order to protect the safety of its community, which may include contacting local law enforcement to address imminent safety concerns. Emergency removal is not a substitute for reaching a determination as to a student respondent’s responsibility for the sexual misconduct allegations; rather, emergency removal is for the purpose of addressing imminent threats posed to any person’s physical health or safety, which may arise out of the allegations of sexual misconduct.

Prior to removing a student respondent through the emergency removal process, the University will undertake an individualized safety and risk analysis. If the individualized safety and risk analysis determines that an immediate threat to the physical health or safety of any student or other individual arising from the allegations of sexual misconduct justifies removal, then a student respondent will be removed. This is the case regardless of the severity of the allegations and regardless of whether a formal complaint was filed. An emergency removal cannot be based on the threat to *mental* health or safety to a Complainant or anyone else. The threat must be to the *physical* health or safety of the Complainant or other individual.

In the event a determination is made that a student respondent is an immediate threat to the physical health or safety of an individual, the Title IX Coordinator will provide written notice of the emergency removal to both the Complainant and Respondent. This notice will contain: (1) the date the removal is set to begin, (2) the reason for the emergency removal, (3) the consequences of non-compliance, and (4) how to appeal the decision. If a student respondent disagrees with the decision to be removed from campus, he/she may appeal the decision. The student respondent must provide written notice to the Title IX Coordinator within 10 days of receiving the notice of removal. The burden of proof is on the student respondent to show that the removal decision was incorrect.

Employee respondents are not subject to this process. When the accused is not a student but is a member of the University community, he or she is subject to interim suspension in accordance with the University's employment policies and practices (including applicable collective bargaining agreements).

The Vice President and Dean of Student Life or the Vice President's designee may suspend a student from the University or take other appropriate action whenever the student's alleged actions constitute a danger or hazard to members of the University community or to the University. Such actions may include a threat of danger or injury to others, a threat of disruption of the educational or living environment. Before a suspension can exceed seven (7) calendar days, the student (to be) suspended shall be given the opportunity to speak directly to the Vice President and Dean.

## Emergency Notification Procedures

Under the Clery Act, every institution is required to immediately notify the campus community upon confirmation of a significant emergency or dangerous situation occurring on the campus that involves an immediate threat to the health or safety of students or employees. An "immediate" threat as used here includes an imminent or impending threat, such as an active shooter, approaching forest fire, or a fire currently raging in one of our buildings.

The AVP of Safety & Security communicates with the Vice President of Student Life, Vice President of University Communications, on duty security personnel, and the Canton Village Police official as available; for confirmation of the emergency or immediate threat to the health and safety of the University community. The AVP of Safety & Security may independently confirm the emergency or immediate threat to the health and safety of the University community in the absence of time or availability of others for consultation.

St. Lawrence University will, without delay, and taking into account the safety of the community, determine the content of the notification and initiate the notification system, unless issuing a notification will, in the professional judgment of responsible authorities, compromise efforts to assist a victim or to contain, respond to or otherwise mitigate the emergency.

The Safety & Security Department or a designee will issue emergency notifications notices for the St. Lawrence University Community to notify members of the community about serious incidents or crimes against people that occur on campus or within our Clery geography, where it

is determined that the incident may pose an ongoing threat to members of the St. Lawrence University Community. These notifications will be distributed if the incident is reported either to Safety & Security directly or indirectly through a campus security authority, responsible employee or Canton Village Police Department.

The notification will withhold as confidential, the names and other identifying information of victims. The description of subjects in a case will only be included in the alert if there is a sufficient amount of detail to describe the individual. If the only known descriptors are sex and race, that will not be included in the alert.

As timing and details of the emergency permit, the AVP of Safety & Security or designee will draft text containing the proposed Campus Safety Alert and forward it to Vice President of Student Life, Vice President of University Communications, and/or University Communications. The context will be reviewed and revised as needed. Once approved, the message will then be broadcasted through RAVE Alert Emergency Notification System (SLUALERT) text messaging system and campus email containing the Campus Safety Alert to the University Community. Updates to the St. Lawrence University Community about any particular case resulting in a Campus Safety Alert also may be distributed electronically via RAVE Alert Emergency Notification System, campus email and/or posted on the University's web site.

Campus Safety Alerts may also be posted in campus buildings, when deemed necessary. When a Campus Safety Alert is posted in campus buildings, it shall be printed on bright colored paper and be posted in the lobby/entrance area of the affected building(s) for seven (7) days.

If the emergency poses danger to the campus-wide community, we'll activate these communications:

- Posted on St. Lawrence University web page and Facebook pages and SLU Twitter
- Sent through the campus email system
- Sent through broadcast text message to cell phones – SLUALERT
- Sent through the campus voice mail system
- Public Address Systems on Safety & Security patrol vehicles

If St. Lawrence University experiences a limited emergency related to weather, crime, accident or other cause, these guidelines direct our communication:

- Those directly involved with an emergency will receive personal, direct information as immediately as possible.
- The campus community is informed promptly and updated regularly through these methods, depending on the nature of the emergency.
- Email to campus email addresses
- Posting on the University's main Web page [www.stlawu.edu](http://www.stlawu.edu), directed to the Emergency Alert web page for details.

Emergency Phone Numbers:

- Campus Safety & Security: 315-229-5555
- Canton Village Police: 315-386-4561
- Canton Fire and Rescue Department: dial 911



- Campus Information for Students/ Staff/Faculty: 315-229-5585
- St. Lawrence County Sheriff Department: 315-379-2222
- New York State Police: 315-379-0012
- Public Information: 315-229-5585

Campus Alerts / Emergency Notifications are retained on the Safety & Security webpage at: <https://www.stlawu.edu/offices/university-communications/emergency-safety-plan/campus-alerts>

The department also maintains a daily crime log which is updated each business day and contains all crimes reported to Safety & Security. The crime log is available upon request during business hours and also available on the Safety & Security webpage at: <https://www.stlawu.edu/offices/safety-and-security>

## Timely Warning Procedures

Under the Clery Act every institution is required to alert the campus community to certain crimes in a manner that is timely and will aid in the prevention of similar crimes. The intent of a timely warning regarding a criminal incident(s) is to enable people to protect themselves. This means that a warning will be issued as soon as pertinent information is available.

St. Lawrence University will issue a timely warning for all Clery Act crimes that occur on our Clery Act geography that are reported to campus security authorities or local police agencies; and are considered by the institution to represent a serious or continuing threat to students and employees.

The Safety & Security Department or a designee will issue timely warning notices for the St. Lawrence University Community to notify members of the community about serious incidents or crimes against people that occur on campus or within our Clery geography, where it is determined that the incident may pose an ongoing threat to members of the St. Lawrence University Community. These notifications will be distributed if the incident is reported either to Safety & Security directly or indirectly through a campus security authority, community member or the Canton Village Police Department.

The notification will withhold as confidential, the names and other identifying information of victims. The description of subjects in a case will only be included in the notification if there is a sufficient amount of detail to describe the individual. If the only known descriptors are sex and race, that will not be included in the alert.

The AVP of Safety & Security or designee will draft text containing the proposed Campus Safety Alert and forward it to Vice President of Student Life, Vice President of University Communications, and/or University Communications. The context will be reviewed and revised as needed. Once approved, the message will then be broadcasted either through our RAVE Alert Emergency Notification System with (SLUALERT) text messaging or campus email; or broadcast through both RAVE Alert Emergency Notification System (SLUALERT) and campus email; containing the Campus Safety Alert to the University Community. Updates to the St. Lawrence University Community about any particular case resulting in a Campus Safety Alert

also may be distributed electronically via RAVE Alert Emergency Notification System (SLUALERT), campus email and/or posted on the University's web site.

Campus Safety Alerts may also be posted in campus buildings, when deemed necessary. When a Campus Safety Alert is posted in campus buildings, it shall be printed on bright colored paper and be posted in the lobby/entrance area of the affected building(s) for seven (7) days.

If the emergency poses danger to the campus-wide community, we'll activate these communications:

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- Sent through the campus email system
- Sent through broadcast text message to cell phones – (SLUALERT)
- Sent through the campus voice mail system
- Public Address Systems on Safety & Security patrol vehicles

If St. Lawrence University experiences a limited emergency related to weather, crime, accident or other cause, these guidelines direct our communication:

- Those directly involved with an emergency will receive personal, direct information as immediately as possible.
- The campus community is informed promptly and updated regularly through these methods, depending on the nature of the emergency.
- Email to campus email addresses
- Posting on the University's main Web page [www.stlawu.edu](http://www.stlawu.edu), directed to the Emergency Alert web page for details.

Emergency Phone Numbers:

- Campus Safety & Security: 315-229-5555
- Canton Village Police: 315-386-4561
- Canton Fire and Rescue Department: dial 911
- Campus Information for Students/ Staff/Faculty: 315-229-5585
- St. Lawrence County Sheriff Department: 315-379-2222
- New York State Police: 315-379-0012
- Public Information: 315-229-5585

Campus Safety Advisories may also be distributed by campus email and/or RAVE Alert Emergency Notification System (SLUALERT) for crimes, incidents or unsafe conditions (ex. a pattern of larcenies, vandalism cases, weather, etc.) that do not rise to the level of causing a serious or continuing threat to the St. Lawrence University Community. In addition, they may be distributed for other safety concerns.

The department also maintains a daily crime log which is updated each business day and contains all crimes reported to Safety & Security. The crime log is available upon request during business hours and available on the Safety & Security webpage at:

<https://www.stlawu.edu/offices/safety-and-security>

Campus Alerts / Timely Warnings are retained on the Safety & Security webpage at <https://www.stlawu.edu/offices/safety-and-security> or University Communications at <https://www.stlawu.edu/offices/university-communications/emergency-safety-plan/campus-alerts>

## Emergency Messages and Their Meanings

If you receive a text message or email with an emergency message:

**Active shooter:** A person believed to be armed and firing a weapon.

**Active situation:** A dangerous situation that our Safety & Security staff is dealing with right now.

**Evacuation:** Leave the building immediately and gather in a designated space so authorities can account for your safety.

**Shelter-in-place:** Stay where you are. If possible, get to a small, interior room with no or few windows and stay there, away from doors or windows, until further notice.

**Perpetrator:** A person committing a crime.

**Lockdown:** An emergency protocol aimed at keeping people safe by protecting them inside a facility. If you are in a room, staying in place may be safest. Stay in place if authorities advise it. If you are in a hallway area or outside, go inside as quickly as possible and stay there until further notice.

**Suspect:** A person who is suspected of committing a crime.

## WEATHER

**Advisory:** Bad weather could occur; take care when outdoors or while driving.

**Watch:** Risk of bad weather has increased, but still uncertain. Watches indicate that conditions are favorable for storms to develop.

**Warning:** Bad weather event is imminent or is already occurring. Take action immediately.

**Severe thunderstorm:** A thunderstorm with damaging winds and/or large hail.

## Emergency Safety Plan

In the event of an emergency, University officials will provide timely information for students, parents, faculty, staff, and other members of the campus community. It will be updated regularly as new information becomes available.

## **General Instructions**

**If you hear a fire alarm**, evacuate, meet at a central location and take accounting of fellow residents, classmates or co-workers. Remain outside until Safety & Security, local fire department staff or police signal all-clear.

**If you hear a siren on campus**, stay inside, close and lock your door (if possible), close curtains, stay low and stay close to a wall until further notice from Safety & Security, local Fire Department staff or Police.

## **Evacuation Procedures**

### **Building Evacuation Procedure**

1. All building evacuations will occur when a building alarm (fire alarm) sounds and/or upon notification by Safety & Security
2. When the building evacuation alarm is activated during an emergency, leave by the nearest marked exit and alert others to do the same.
3. Assist persons in exiting the building, especially persons with a physical challenge. If elevators exist in a building, they are reserved for persons with physical challenges. **DO NOT USE THE ELEVATORS IN CASES OF FIRE OR EARTHQUAKE.**
4. Once outside, proceed to a clear area that is at least 500 feet away from the affected building. Keep streets, fire lanes, hydrant areas, and walkways clear for emergency vehicles and personnel. Know your area assembly points.
5. **DO NOT** return to an evacuated building unless told to do so by Safety & Security staff.

### **Campus Evacuation Procedure**

1. Evacuation of all or part of the campus grounds will be announced by Safety & Security.
2. All persons (students and staff) are to vacate immediately the area of campus in question and relocate to another part of the campus grounds as directed.

### **Relocation of Persons with Disabilities**

**In the event of an emergency, individuals who use wheelchairs and other individuals with disabilities should observe the following procedures:**

- Move towards the marked exit.
- As a first choice, use the building elevator, **BUT NEVER IN THE CASE OF A FIRE OR EARTHQUAKE.**
- If there is an earthquake – or if there is an obstruction in the pathway – request assistance from others in the area.

- If assistance is not immediately available, stay in the exit corridor or the stairway landing. Continue to call for help until rescued. Individuals who cannot speak loudly should carry a whistle or have other means for attracting the attention of others.
- Rescue personnel, Public Safety, Emergency Response Teams, Fire and Police Departments will first check all exit corridors and exit stairwells for trapped persons.
- If you use a wheelchair, or have any other mobility impairments, please file a class schedule with Safety & Security.
- NOTE: It is suggested that the individuals who use wheelchairs or have mobility impairment prepare for an emergency ahead of time by instructing faculty/staff or classmates on how to assist him/her in an emergency.

## Emergency Response Team

The Emergency Response Team meets each semester and once over the summer term as a committee and schedules safety drills and safety exercises. In addition to each drill and exercise, the committee convenes for assessment and evaluation of relevant emergency plans. Drills are conducted three (3) times during an academic year, to include summer session. Prior to each drill and exercise, a campus email announcement and emergency text message is sent to the campus community. Every fall semester, the Safety & Security Department plans and executes a Campus Organizational Fair to include a residential room burn demonstration with the Canton Fire Department. If a major emergency--such as an earthquake, fire, or hazardous material accident--occurs, a pre-designated Emergency Response Team will coordinate the University's response. All efforts are designed to protect students, faculty and staff. The University is prepared to respond 24 hours a day, seven days a week.

### Emergency Response Team and Action Offices

The Emergency Resource Team will gather, in person or electronically as possible, to provide updated information and assistance to one another, and to coordinate responses to emergencies involving more than one individual or natural disasters.

Emergency Director	President or designee
Emergency Coordinator	AVP of Safety & Security and Emergency Mgt.
Damage Control	AVP, Chief of Facilities Officer
Campus and Public Information	Vice President for University Communications
Support Functions	VP, Library and Information Technology (Computing, telephone)
Insurance and Archivist	Executive Director of Finance

The following would be involved in most collective emergency situations and disasters. These procedures are generic, and may be adapted to the circumstances of any particular emergency.

For Protocols established for Individual Emergencies, see Appendix.

**If an office is cited as involved, its staff should assume the responsibilities outlined below.** In most cases, the complete list of responsibilities will not be repeated for each emergency. The master list should be a key reference.

### **Safety and Security**

1. First contact
2. Assumes initial on-site command and control
3. Assesses seriousness of situation, requests appropriate assistance from outside agencies
4. Contacts Emergency Resource Team members and others (such as the Vice President and Dean of Student Life) depending on the nature of the emergency
5. Maintains emergency communications with emergency staffers
6. Maintains access route for emergency vehicles and personnel
7. Coordinates evacuation of students and personnel
8. Develops and maintains emergency operations center, if necessary

### **Facilities Operations**

1. Coordinates emergency control and restoration of services, utilities, buildings etc.
2. Assists in rescue, clearance and demolition
3. Procures emergency water supply
4. Provides damage assessment
5. Assists with emergency transportation to evacuation site
6. Constructs temporary facilities, if necessary
7. Maintains emergency supplies inventory

### **Vice President of University Communications**

1. After contact from Security, determines nature and extent of communications to University personnel. Will consider: seriousness of emergency, appropriate audience(s) for information, appropriate or possible vehicles of communication, and legal constraints
2. Helps prepare internal written and verbal communications.

### **Vice President of Communications (and University Communications team)**

1. Posts emergency communications to University Website.
2. Manages all social media postings and communications.
3. Updates and responds to all media inquiries.
4. Coordinates communication as necessary with alumni, parents, prospective students and other appropriate audiences in consultation with Community and Employee Relations, Advancement, Laurentian Engagement and Admissions.

### **Information Technology Leadership Team**

1. Coordinates emergency control and restoration, if necessary, of computing and telephone resources.
2. Establishes alternative infrastructure resources as possible and if necessary
3. Protects integrity of database files.

### **Executive Director of Finance**

1. Contacts University Attorney
2. Coordinates insurance claims
3. Documents activities, actions and expenses

### **General Response Procedures**

**\*While these procedures may not be appropriate in every emergency situation, they provide guidelines to follow and may be modified according to circumstances.**

1. Assure Human Safety
  - a. Assess seriousness of emergency
  - b. Call Safety and Security at 315-229-5555 to request assistance and transport to hospital or health services. Call all appropriate
  - c. Before Security arrives, assure safety of people in building if possible. Coordinate evacuation if situation is life threatening.
  - d. Health Services if injuries occur or potential for injuries exists
2. Minimize Damage to Facilities
  - a. Under supervision of Security, contact Facilities Operations
  - b. Under supervision of Security, remove valuable records and equipment, if appropriate
3. Coordinate Communications
  - a. After notification by Security, Vice President for University Communications prepares internal and external statements
  - b. University Communications contacts external media to alert to emergency situation as appropriate
  - c. Vice President for University Communications coordinates notice to family and friends (parents, teachers, roommate(s), campus employer(s)) with appropriate campus office. For students: VP and Dean of Student Life; for employees: Human Resources.

- d. Debriefing
4. Minimize Legal and Financial Risks
  - a. Vice President of University Communications contacts University Attorney and establishes procedures to archive all activities and expenditures associated with the Emergency.

## Declaration of State of Emergency

The authority to declare a campus state of emergency rests with the President or his/her designee as follows:

During the period of any campus major emergency, the Safety & Security Office shall place into immediate effect the appropriate procedures necessary in order to meet the emergency, safeguard persons and property, and maintain educational facilities. When in consultation with the Senior Staff members, the AVP of Security considers a situation to be either a major emergency or a disaster, the AVP of Security advises the President to declare a campus state of emergency.

A campus state of emergency means

- Only registered students (if classes are in session), faculty, and staff are authorized to be on campus. Visitors and guests will be asked to leave, as safety permits.
- The President may dismiss employees, or may declare the campus closed in advance of the normal opening of the workday. Wage compensation will be adjusted according to contractual agreements.
- Only faculty or staff members with emergency resource duties will be allowed to enter the immediate disaster site, if such a site exists.
- Employees with emergency resource duties will be asked to report to campus, or remain on campus, to fulfill responsibilities. Accommodations and meals will be provided to emergency personnel if necessary.

## Emergency Center

The Safety & Security Department is located in the Torrey Health and Counseling Center which is equipped to serve as a centrally located campus emergency center.

## Card Access Control System

The security of and access to, all of our residential buildings is controlled by our card access system. This includes all residence halls and theme houses. In addition, some of our administrative buildings, academic buildings and athletic complexes are also controlled by our card access system. The Safety & Security Department issues all access control cards with the



respective access for all St. Lawrence University community members. Cards reported as lost, stolen or defective can be replaced at Safety & Security upon request or report.

The Access Control System is monitored 24 hours a day – 7 days a week by the Safety & Security Department. The system will display alarms when a door is propped open; the components are tampered with; forced entry occurs; and if unauthorized person(s) attempt to access with an invalid access card. When an alarm is displayed on the terminal monitor, the dispatcher will acknowledge the alarm and report the incident to the officers on patrol. The officers on patrol will respond to the location of the alarm and investigate the cause.

## Residence Hall Safety

Every night, professional Safety & Security Officers and the Student Safety Team perform foot patrols in and around the residence halls as well as other campus buildings. Safety & Security Officers and the Student Safety Team work closely with the residence hall staff to prevent problems before they occur.

- a) Letting someone else use your access card and/or propping doors open compromises the safety of other students in the residence hall. These actions are violations of University policy, which may result in a fine or judicial board action.
- b) Keep doors and windows to your room locked at all times.
- c) Never sleep in an unlocked room.
- d) Don't put your name and address on your key ring.
- e) Don't study in poorly lighted or secluded areas of a building.
- f) Should you receive a harassing phone call or calls with no one on the line, hang up and immediately notify the Safety & Security department.
- g) If you find that your room has been entered, don't go inside. Notify Safety & Security immediately. If you are inside do not touch anything until an officer arrives as you may disturb valuable evidence.
- h) If your lock or combo is not operating properly contact your Community Assistant. Avoid having large amounts of cash or other valuables in your room.
- i) **NEVER GIVE YOUR COMBINATION TO ANYONE!**
- j) Check with your family insurance agent to determine if your property is covered under their homeowner's insurance. If not, you should strongly consider purchasing insurance.

## Residence Hall Security and Campus ID Card

Students will receive their Campus ID Card when they arrive on campus for Orientation. Your card is the official St. Lawrence University identification card as required by University policy. While on campus, you should carry it at all times for identification purposes and to present to University officials upon request. Information on the front of the Campus ID Card includes name, photograph, identification number and date of expiration. Developed with the goal of improving access to various campus services for the safety and convenience of the University community, this one-card system provides individual access to University residence halls.

The access control system is monitored “24/7” by the Safety & Security Office; if a door is propped or forced open, an alarm alerts them and a Safety & Security Officer is dispatched to that location. Emergency call boxes are available outside campus buildings in the event you need to contact the Safety & Security Office for access assistance.

## Safety Programs

- The AVP of Safety & Security presents a presentation titled “Campus Safety 101” to students, staff and faculty. During Orientation, this presentation is required for freshman. The Canton Fire Chief, Canton Police Chief, Health & Counseling Director, SLU EMS leadership team, Advocate Team and New York State Police – Campus Sexual Assault Victims Unit representative; are a part of the presentation, representing their departments and services.
  - Safety & Security Department and Programs overview – Presented at Orientations and ongoing as requested. Includes: Clery Act, Department Overview, Reporting of Crimes and Emergencies, Personal Safety, Sexual Assault, Dating/Domestic Violence, Bystander Intervention, and Stalking
  - Our Advocates Program provides informational programs and maintains a web page for students titled, “Education and Outreach.”
- The AVP of Safety & Security presents “Shots Fired” training to include awareness of campus and law enforcement response to active shooter incidents to students, staff and faculty as requested.
- Safety & Security Officers present RAD courses to students, staff and faculty.
- The Student Activities Department in collaboration with student organizations; provides the following campus wide programs for students, staff and faculty regarding: Personal Safety, Sexual Assault, Dating/Domestic Violence, Bystander Intervention, Stalking and Self Defense Training – Each semester and ongoing as requested.
  - “Stand By Me Players” (Bystander Intervention Program)
  - “Can I Kiss You?”
  - “Speak About it” (Consent and Sexual Health Program)
  - Make a T-shirt for the Clothesline project!
  - AWARE Training Sign Ups
  - Advocates Program Training and Events
  - PURPLE WEEK: A Domestic Violence Awareness Week organized by the Advocates program includes a week of programming which varies each year but has included: Survivor Yoga, Take back the night and other awareness campaigns.
  - TEAL WEEK: Sexual Assault Awareness week organized by the advocates program includes a week of programming in the Spring which varies each year but has included: Take Back the Night: Speak Out, Brave Miss World Showing and other film showings, Self- Defense Class

- Title IX/VAWA/NYS Enough is Enough, Clery CSA Training and Campus SAVE Act Legislation Trainings
  - Online training for all first-year students as mandated
    - All FYs and transfers during “on-boarding”
  - All athletes before competition
  - All student leaders before serving as leaders
  - Online training for all students
  - In-person and online training for Investigators and Adjudicators
  - In-person and online training for Mandatory reporters and General Employees
- Jeanne Clery Disclosure of Campus Security Policy and Campus Crime Statistics Act Training
  - The AVP of Safety & Security provides training for all Campus Security Authorities.
  - The AVP of Safety & Security presents a program titled “Campus Safety 101” to students, staff and faculty at orientations and upon request. During Orientation, this presentation is required for freshman. At Orientation, the Canton Fire Chief, Health & Counseling Director, SLU EMS leadership team, Advocate Team and New York State Police – Campus Sexual Assault Victims Unit representative; are a part of the presentation, representing their departments and services.

### ***What You Can Do...***

Community involvement is essential to the prevention of crime on campus. Disinterest and complacency are the prime contributors to the success of criminals. The burden of crime prevention rests not only with the Safety & Security department but with each member of the St. Lawrence University community. Safety & Security officers cannot be everywhere at once and therefore we depend on you to recognize and report suspicious and criminal activity. The extent of your cooperation greatly influences the Safety & Security Officers’ effectiveness in preserving a safe campus environment.

### **Doing your part means:**

- Being aware of your vulnerability and following suggestions outlined in this report which will help you protect yourself and your property.
- Being alert for suspicious or criminal activity and or conditions that may represent a hazard to the University community.
- Getting involved by becoming more safety conscious and by reporting all incidents or criminal activity to the Safety & Security department.

Many times solving a crime depends on how accurately and promptly the incident is reported. Therefore, when reporting an incident it is important that you be able to provide as much of the following information as possible:

Nature of the incident.

1. When the incident occurred

2. Where the incident occurred
3. Who was involved (names, gender, race, age, height, glasses, clothing, etc.)
4. Direction and mode of travel
5. Vehicles involved, type and description
6. Description of stolen property

### **Emergency Blue Lights Phones / Yellow Call Box Phones:**

To activate the yellow call box, depress the red button above the word “HELP.”

To activate the blue light phone, depress the button in the center on the front of the phone.

A Safety & Security Dispatcher will answer and dispatch Safety & Security Officers to respond to your location.



### **Rave Guardian – Cell Phone app**

As part of St. Lawrence University’s ongoing commitment to your well-being, St. Lawrence’s Safety and Security team has launched Rave Guardian, a free mobile app that turns your smartphone into a personal safety device. This safety tool is an all-purpose campus resource that enhances your personal safety whether you are on or off campus. This app is available to current St. Lawrence students, faculty, and staff.

#### **Key Feature: Guardians**

With Rave Guardian, you can create a profile of information about yourself and invite “Guardians,” such as family, friends and even St. Lawrence’s Safety and Security team, to be part of your safety network. When needed, you can request one or more of your Guardians to virtually walk “with” you on or off campus. Think of it like having an emergency blue light system with you at all times.

#### **Key Feature: Easy Emergency Communication**

The app has a safety feature that directly connects you with St. Lawrence’s Safety and Security team (or 9-1-1 if you are off campus) in an emergency, as well as the ability to submit an anonymous tip to Safety and Security if you see something suspicious.

## Other features include:

- **Inbox:** Receive timely campus notifications and updates
- **Safety Timer:** This virtual campus safety escort turns your cell phone into a “safe walk” tool that keeps your safety network informed about your location and when you safely arrive at your destination.
- **Content Directory:** Important resources, documents, maps, etc.
- **Text Safety and Security:** Two-way communications with an optional anonymous mode
- **Call Directory:** Numbers for campus emergencies and local resources
- **Emergency Call:** One-click emergency dial

## Safe Walk Program

- Safety & Security provides safe walks from any University affiliated or owned property to another University affiliated or owned property.
- Safe Walks consist of a personal escort by a Safety & Security Officer or Student Safety Team Member.
- To request a safe walk at any time of the day or night, simply **call 5555** from a campus phone or **315-229-5555** from an outside line or cellular phone, utilize the Rave Guardian app or use one of the emergency phones on campus.

## Protection of Persons or Property

### *General:*

- a) Be aware and recognize your vulnerability.
- b) Report all suspicious persons, vehicles and activities to the Safety & Security department immediately by calling **315-229-5555, emergency call box or the Rave Guardian app.**
- c) Use the “buddy system” when at parties or in an uncommon location. Never walk ALONE!
- d) Watch out for your neighbor. If you see someone being victimized, notify Safety & Security immediately.

### *Walking:*

- a) Avoid walking alone after dark. Utilize the Safe Walk Program by calling x5555 or (315) 229-5555 anytime of the day or night or by utilizing the Rave Guardian app or using one of the emergency phones located throughout campus.
- b) Walk in well-lighted, regularly traveled walks or pathways. Avoid shortcuts and keep away from shrubbery, heavy bushes, alleyways and dark areas.
- c) Don't hitchhike or accept rides from strangers.
- d) Report lights that are out and any other hazardous conditions to the Safety & Security department.
- e) When walking to your vehicle...keep your keys in your hand.

- f) If you think or feel as though you are being followed, cross the street and if needed keep crossing back and forth. If you are pursued, draw attention to yourself by yelling and run to a lighted building or residence hall. Don't be afraid, if need be break a window or pull a fire alarm to draw attention to your situation. In this type of situation yelling "FIRE" may be more effective than yelling help.

## Athletic Facilities

Use the "buddy system." Work out or use the pool with a friend and make arrangements to go to and from the gym together.

- a) Immediately report all incidents of indecent exposure and voyeurism to the Safety & Security Department.
- b) Avoid bringing cash, wallets, or other valuables to the gym. Keep your locker locked whenever unattended. This includes when you are briefly in the shower. Most thefts in athletic facilities take place in the locker rooms and from unlocked lockers.

## Bicycles

Students, staff and faculty members are strongly urged to register their bicycles with the Safety & Security Department. There is no cost for registering bicycles and it greatly increases the chance for recovery in cases of theft. The Safety & Security Department has bicycle locks for purchase, if needed.

### **Always lock your bike!**

1. Bicycles should be locked around the frame and through both wheels to a bike rack.
2. Invest in a good bike lock or a strong padlock and chain.
3. Whenever possible keep your bike inside at areas designated by Residence Life.
4. Find out if your bike is covered under your parents' insurance policy. If not, it is advisable to insure it.
5. Don't be an accident victim. Follow the same rules of the road as you would if you were driving a car.

Bicycles must not be left in hallways or stairwells or rooms since the personal safety of others may be jeopardized. When school is not in session, secure your bike in your room or take it home with you.

During the fall, an announcement is made about where various bicycle storage areas on campus. Any bicycles stored or locked in hallways and stairwells are moved to approved storage areas. If bikes are moved by University personnel, the owner may be subject to a \$25 fine and is responsible for any damages to chains or locks.

## Motor Vehicle and Parking Policy

The central philosophy guiding our parking policy is our commitment to a walking campus. All of us — students, faculty, staff and visitors — should be confident of the freedom to walk from

place to place without interference from cars, motorcycles and other vehicles. We also believe that a walking campus is consistent with our commitment to the environment. Therefore, we have established procedures for registering and parking vehicles on campus to assure the safety of students, faculty, staff and visiting drivers and pedestrians on campus. A parking permit gives us all the information we need to help you use University parking areas safely and conveniently. We work to maintain emergency access to all buildings and areas on campus. Your cooperation with the regulations will improve the sense of community we share, as well as reduce traffic and parking violations. Failure to abide by this policy could result in fines, “booting,” towing, revocation of parking privileges and/or disciplinary action. All registered vehicles must properly display a St. Lawrence University decal and/or permit and be parked only in designated areas determined by decal/permit status. Students will be billed an annual non-refundable \$125.00 decal fee. All motor vehicles must be registered with the Safety & Security Department. We strongly encourage bicycle registration as well.

## Lost and Found

Keys or valuable items found unattended on campus should be turned over to the Safety & Security Department. Such items are subject to a search for the purpose of discovering ownership. Unclaimed items will be donated to an appropriate charity or otherwise disposed of after one semester has passed. Items found in the residence halls should be turned over to the residential coordinator who will then give the items to Safety & Security.

## Theft

Theft, or a suspicion of theft, should be reported immediately to the community assistant, residential coordinator or house manager, and the Safety & Security Office. The victim of a theft has the right to report the theft to the local police or refer the matter to the Student Judiciary Board. Where theft against the institution is involved, the University agent with responsibility for the area in which the theft occurred chooses the appropriate course of action. Any student found guilty of theft will be considered for immediate suspension from the University.

**The University is not liable for personal property lost, stolen, or damaged.** It is advised that you protect your belongings with insurance through your family’s homeowner or other insurance policy. It is further recommended that you keep doors locked, avoid keeping large sums of money and other valuables in your room, and report any suspicious persons or behavior to residence staff and Safety & Security.

## Annual Fire Safety Report

### Fire Safety Policy

**All FIRES must be reported to the Safety & Security Department at (315) 229-5555 immediately. Even if the fire has been extinguished, it must be reported.**

Familiarize yourself with the location of building exits, alarms, and extinguishers. Report discharged fire extinguishers to Safety & Security immediately.

### **IF YOU DISCOVER SMOKE OR FIRE:**

- a. Sound the fire alarm.

- b. Go to the nearest exit and leave the building.
- c. Call the Safety & Security Department at 5555, (315) 229-5555; activate an emergency phone or utilize the Rave Guardian app.
- d. If you are in your room when an alarm sounds, feel the door and handle to see if it's hot. If it's hot don't open the door. Call the Safety & Security Department at 5555 or (315) 229-5555 and/or open your window and call for help. If the door is not hot exit the building immediately.
- e. If an exit is blocked, try another exit or return to your room, close the door, open a window and yell for help.
- f. If you are in a smoke-filled area, keep low to the floor to escape the smoke.
- g. Know all the exits and fire escape plans in your building.

Throughout the academic year Residence Life Staff will conduct fire safety inspections of every University-owned residential room on campus to insure the safety of the entire building. Facilities Operations regularly tests building alarms and inspects fire safety equipment throughout the campus.

Each student room is equipped with a smoke detector. The student is responsible for reporting a malfunctioning smoke detector to the residential coordinator, house manager, or Safety & Security immediately. The detectors are checked by residential staff and custodians at least 4 times during the year—before fall opening, at Thanksgiving break, at winter break, and at spring break. The University is equipped with fire sprinklers in some buildings and all systems are inspected quarterly in accordance with the Fire Code of New York State. As buildings are renovated or remodeled sprinkler systems are added per NYS Fire Code. All buildings are in compliance with NYS Building and Fire Codes.

Certain obvious fire hazards are prohibited in residence hall rooms. Among them are bong, hookahs, candles and incense, cords under rugs, fireworks, flammable gas and liquids, halogen lamps, hookahs, hot plates, immersion coils, internal combustion engines, kerosene heaters, oil lamps, pipes or other smoking devices (including vape pipes and other devices), space heaters, vaporizers, and water pipes. The following room decoration policy is in effect:

- 1) Tapestries will be limited to two per room, to be hung on walls only. Fireproofing treatment is recommended.
- 2) Posters should not cover more than 50% of wall space.

### **New York State Fire Code Enforcement**

On an annual basis, St. Lawrence University is inspected by the New York State Office of Fire Prevention and Control. All University buildings, open spaces, offices, and residence halls, including student rooms, are subject to inspection and, if violations are noted, must be corrected within one day to approximately thirty days based on the severity, which is determined by the fire probability and potential loss severity of the violation. Failure to satisfactorily abate these violations may result in fines from New York State and range from \$50 to \$500 per day based on severity. Violations occurring in student rooms for which the occupants are responsible resulting in fines will be billed to the occupant(s) of that room. In student rooms, there are five reasonable and simple premises to follow:

1. No combustible materials can be stored or located within 18 inches of a sprinkler head or within 24 inches of an unsprinklered ceiling.



2. Rooms MUST be maintained in an orderly manner with any combustible material properly stored.
3. Extension cords shall not be a substitute for permanent wiring. Extension cords shall not be affixed to structures, extended through walls, ceilings, or floors, or under doors or floor coverings, nor shall such cords be subject to environmental damage or physical impact. Extension cords shall only be used with portable appliances. No unapproved extension cords may be used. Approved extension cords shall be used only with portable appliances and must be plugged directly into an approved electrical outlet, power tap, or multi-plug power strip and shall only serve one portable appliance. Multi-plug power strips must be plugged directly into an approved electrical outlet.
4. Exits and aisles must always be kept clear and accessible with fire doors in the closed position.
5. All fire protection equipment, extinguishers, heat and smoke detectors, and sprinkler heads must not be interfered or tampered with and must be in working order.

**Fire Safety is a serious issue. People's lives are at stake and your cooperation is appreciated.**

**Please note:**

1. Fireworks are illegal to possess or use in New York State and are prohibited at St. Lawrence University.
2. Any student guilty of starting a fire or intentionally turning in a false alarm may be suspended from St. Lawrence University and be subject to criminal prosecution.
3. Failure to cooperate with University personnel during a building evacuation or fire alarm will result in a **mandatory \$250 fine** and/or disciplinary action.
4. Failure to leave the building during a building evacuation or fire alarm will result in a **mandatory \$250 fine** and/or disciplinary action.
5. Any student guilty of tampering with smoke detectors, fire extinguishers or other fire safety equipment including safety lights or fire sensors is held responsible for endangering the safety of the occupants of the building and subject to a fine and/or disciplinary action. A **mandatory \$250 fine** is assessed in cases of students tampering with smoke sensor detectors, inappropriately discharging fire extinguishers or breaking the seal that indicates that the fire extinguisher has been prepared for use. This fine also applies to the misuse of fire alarm pull stations and stopper II devices. A **mandatory \$250 fine** is assessed to any student inappropriately discharging a sprinkler system and the student may be assessed damages caused by the water.
6. When there is damage in a room from a fire caused by actions that are in violation of University policy, the responsible party will be fined as appropriate, pays for damages caused by the fire as determined by the University, and is referred to the Dean's Panel.
7. A student guilty of possessing candles, incense, oil lamps or other open flame objects in a residence hall room is subject to a **mandatory \$250 fine** and disciplinary action.
8. Smoke detectors in student rooms must always be intact, functioning properly, and left exposed. Do not cover them with posters, tapestries, netting, flags, or other materials. Contact custodians, a residential staff person, or security if there are problems with a smoke detector. Damaging, disassembling, or removing smoke detectors will result in a **mandatory \$250 fine** from the University and disciplinary action.

9. All fires must be reported to security even though someone may have extinguished the flames.
10. Fire lanes must be kept free for emergency vehicles. Vehicles may be towed at owner's expense.
11. If a floor or building loses power, all appliances including computers should be disconnected and then later reconnected. This procedure will avoid appliance surging and blowing fuses.



## Fires - On Campus – Inside Student Housing Facilities

Number of Fires by Residential Building	Street Address	2019	2020	2021
Residential Building				
01 Lincoln Street	01 Lincoln Street	0	0	0
01 University Ave	01 University Ave	0	0	0
03 University Ave	03 University Ave	0	0	0
05 University Ave	05 University Ave	0	0	0
11 Maple Street	11 Maple Street	0	0	0
13 University Ave	13 University Ave	0	0	0
17 College Street	17 College Street	0	0	0
19 Judson Street - <b>Not owned by St. Lawrence</b>	19 Judson Street	0	0	0
21 Romoda Drive	21 Romoda Drive	0	0	0
25 College Street	25 College Street	0	0	0
45 E. Main Street- <b>Not owned by St. Lawrence</b>	45 E. Main Street	0	0	0
48 Park Street	48 Park Street	0	0	0
50 Park Street	50 Park Street	0	0	0
52 Park Street	52 Park Street	0	0	0
53 Park Street	53 Park Street	0	0	0
54 Park Street	54 Park Street	0	0	0
58 Park Street	58 Park Street	0	0	0
62 Park Street	62 Park Street	0	0	0
70 Park Street	70 Park Street	0	0	0
72 Park Street	72 Park Street	0	0	0
78 Park Street	78 Park Street	0	0	0
Chi Omega - <b>Not owned by St. Lawrence</b>	18 Elm Street	0	0	0
Dana Dining Hall	Campus Roadway	1	0	0
Dean Eaton	Campus Roadway	0	1	0
Gaines College	Romoda Drive	0	0	0
Hulett/Jencks Hall	Campus Roadway	0	1	0
Lee Hall	Campus Roadway	0	0	0
Kirk Douglas Hall	Romoda Drive	0	0	0
Priest College	Maple Street	0	0	0
Sustainability House	State Route 68	0	0	0
Rebert Hall	Campus Roadway	0	0	0
Reiff College	Maple Street	0	0	0
Sykes Residence	Park Street	0	0	0
Townhouse Apartments	Campus Roadway	1	0	1
Whitman Hall	Campus Roadway	0	2	0

## **Fires - On Campus – Details**

### **2019 Steiner Townhouse Apartment #604**

Unintentional – Electrical fire caused by electrical outlet  
Fire related injuries is 0.  
Fire related deaths is 0.  
Property Damage Range is \$1000-\$10,000

### **Dana Dining Hall**

Unintentional – Laundry materials fire  
Fire related injuries is 0.  
Fire related deaths is 0.  
Property Damage Range is \$1000-\$10,000

### **2020 Dean Eaton Hall**

Intentional – A student set a pile of toilet paper, card board and pine branches on fire on the east patio.  
Fire related injuries is 0.  
Fire related deaths is 0.  
Property Damage Range is \$0-\$99.

### **Hulett/Jencks Hall**

Unintentional – Trashcan fire in recycling shed caused by smoking materials.  
Fire related injuries is 0.  
Fire related deaths is 0.  
Property Damage Range is \$0-\$99.

### **Whitman Hall**

Intentional – A student set a poster on a bulletin board on fire.  
Fire related injuries is 0.  
Fire related deaths is 0.  
Property Damage Range is \$0-\$99.

### **Whitman Hall**

Unintentional – improper use of power strip caused it to overheat and smoke.  
Fire related injuries is 0.  
Fire related deaths is 0.  
Property Damage Range is \$0-\$99.

### **2021 Steiner Townhouses**

Intentional – Students burned furniture in a bonfire outside in the courtyard.  
Fire related injuries is 0.  
Fire related deaths is 0.  
Property Damage Range is \$100-\$999.

## Kerry Rose Fire Sprinkler Notification Act of 2013

The Kerry Rose Fire Sprinkler Notification Act of 2013 requires the college to provide a written fire safety notification to each student living in a college-owned or operated housing facility, both on and off campus. St. Lawrence University is committed to providing a healthy and safe educational and working environment for our students, faculty, staff and visitors and provides the following information about our system and the fire safety report in response to the Act.

Please take the time to read the Fire Safety brochure included in the First Year Student Information Package or available from the Office of Safety and Security. The Fire Safety Policy for St. Lawrence University students may be found in the Student Handbook online on the Current Student webpage at <https://www.stlawu.edu/current-students>.

**Fire Alarm Systems:** All buildings are equipped with fire alarm systems. All systems are tested and inspected annually by a New York State certified fire alarm installer. All fire alarm systems are monitored 24/7 by a central monitoring station staffed by the Safety and Security Office. Fire alarm pull stations are located near the exits.

All residential buildings with a carbon monoxide (CO) source are equipped with carbon monoxide (CO) detectors.

The University is equipped with fire sprinklers in some buildings and all systems are inspected quarterly in accordance with the Fire Code of New York State. As buildings are renovated or remodeled sprinkler systems are added per NYS Fire Code. All buildings are in compliance with NYS Building and Fire Codes.

### Student Housing Facilities – Fire Alarm System Components

Residential Building	Sprinklers	Smoke Detectors	Fire Extinguishers	Central Monitoring By SLU Dispatch	Evacuation Plans & Placards
01 Lincoln Street	NO	YES	YES	YES	YES
01 University Ave	NO	YES	YES	YES	YES
03 University Ave	NO	YES	YES	YES	YES
05 University Ave	NO	YES	YES	YES	YES
11 Maple Street	YES - All Rooms	YES	YES	YES	YES
13 University Ave	NO	YES	YES	YES	YES
17 College Street	NO	YES	YES	YES	YES
19 Judson Street	NO	YES	YES	YES	YES
21 Romoda Drive	YES - All Rooms	YES	YES	YES	YES
25 College Street	NO	YES	YES	YES	YES
45 E. Main Street	NO	YES	YES	YES	YES

48 Park Street	YES - All Rooms	YES	YES	YES	YES
50 Park Street	NO	YES	YES	YES	YES
52 Park Street	NO	YES	YES	YES	YES
53 Park Street	NO	YES	YES	YES	YES
54 Park Street	NO	YES	YES	YES	YES
58 Park Street	NO	YES	YES	YES	YES
62 Park Street	Partial - Details Below	YES	YES	YES	YES
70 Park Street	NO	YES	YES	YES	YES
72 Park Street	NO	YES	YES	YES	YES
78 Park Street	NO	YES	YES	YES	YES
Chi Omega	NO	YES	YES	YES	YES
Dana Dining Hall	YES	YES	YES	YES	YES
Dean Eaton	NO	YES	YES	YES	YES
Gaines College	NO	YES	YES	YES	YES
Hulett Hall	YES	YES	YES	YES	YES
Jencks Hall	YES	YES	YES	YES	YES
Kirk Douglas Hall	YES	YES	YES	YES	YES
Lee Hall	NO	YES	YES	YES	YES
Priest College	NO	YES	YES	YES	YES
Rebert Hall	YES - All student rooms only	YES	YES	YES	YES
Reiff College	NO	YES	YES	YES	YES
Sustainability House	YES	YES	YES	YES	YES
Sykes Residence	YES	YES	YES	YES	YES
Townhouse Apartments	YES	YES	YES	YES	YES
Whitman Hall	YES	YES	YES	YES	YES
<b>Buildings With Partial Sprinkler Coverage</b>					
62 Park Street	Rooms With Sprinklers: 1, 100,101,102, 103, 105, 106, 108 and 109				

All fire extinguishers on campus are inspected monthly by SLU staff and serviced annually by an outside contractor in accordance with the Fire Code of New York State.

All residence halls are required to have 4 unannounced fire evacuation drills per academic year. All academic and administrative buildings are subject to unannounced drills during normal working hours.

For your safety, whenever the fire alarm sounds, evacuate the building immediately using the nearest exit. Treat all alarms as the real thing – assume nothing! Behavior of any kind, which inadvertently activates a fire alarm, will be subject to disciplinary action. Failure to evacuate an area may also result in disciplinary action. Please report all fires, even if they have been extinguished, immediately to Safety & Security at 315 229-5555 or Ext 5555.

The annual campus fire safety report required by federal law is available from the Office of Safety and Security at <https://www.stlawu.edu/documents/annual-securityfire-safety-report>.

If you have any questions or concerns related to fire safety at St. Lawrence University, please contact the Office of Safety and Security at 315-229-5554.

### **Emergency Evacuation Drills**

Safety & Security Officers will be conducting emergency evacuation drills in residential, academic, and administrative buildings four times (twice per semester) throughout the calendar year to educate building occupants of our emergency plans, practice evacuations and identify potential issues with the building's means of egress or fire safety systems. In addition, drills are conducted during summer camps and programs as each camp begins.

1. Treat each alarm as if it were an actual emergency and leave as quickly as possible.
2. Close all windows and leave the shades/curtains open.
3. Close and lock your door and leave your light on.
4. Dress appropriately (weather-wise, footwear, etc.).
5. Exit by the nearest stairwell and go away from the building so as not to impede the progress of fire equipment or people evacuating from the building. Standing on the opposite side of walkways in front of the buildings is a good rule of thumb.
6. Remain outside the building until the alarm is turned off and the "all clear" is given.

The Safety & Security Department provides Fire Safety training annually at Orientations and upon request. We work collaboratively with the Canton Fire Department and the Office of Fire Prevention & Control at fire drills, campus training sessions, campus safety fairs, and department training sessions.

### **Fire Drills – On Campus – Student Housing Facilities**

We conduct fire drills, four times annually, at all residential buildings, academic buildings, administrative buildings and athletic buildings on campus. During the fire drills the fire alarms systems are activated by a random pull station to test the system status. Evacuation is required by security personnel and results are recorded on a Fire Drill/Alarm Report.

**Number of Fire Drills by Residential**

<b>Building</b>	<b>Street Address</b>	<b>2019</b>	<b>2020</b>	<b>2021</b>
Residential Building				
01 Lincoln Street	01 Lincoln Street	4	4	4
01 University Ave	01 University Ave	4	4	4
03 University Ave	03 University Ave	4	4	4
05 University Ave	05 University Ave	4	4	4
11 Maple Street	11 Maple Street	4	4	4
13 University Ave	13 University Ave	4	4	4
17 College Street	17 College Street	4	4	4
19 Judson Street - <b>Not owned by St. Lawrence</b>	19 Judson Street	4	4	4
21 Romoda Drive	21 Romoda Drive	4	4	4
25 College Street	25 College Street	4	4	4
45 E. Main Street- <b>Not owned by St. Lawrence</b>	45 E. Main Street	4	4	4
48 Park Street	48 Park Street	4	4	4
50 Park Street	50 Park Street	4	4	4
52 Park Street	52 Park Street	4	4	4
53 Park Street	53 Park Street	4	4	4
54 Park Street	54 Park Street	4	4	4
58 Park Street	58 Park Street	4	4	4
62 Park Street	62 Park Street	4	4	4
70 Park Street	70 Park Street	4	4	4
72 Park Street	72 Park Street	4	4	4
78 Park Street	78 Park Street	4	4	4
Chi Omega - <b>Not owned by St. Lawrence</b>	18 Elm Street	4	4	4
Dana Dining Hall	Campus Roadway	4	4	4
Dean Eaton	Campus Roadway	4	4	4
Gaines College	Romoda Drive	4	4	4
Hulett Hall	Campus Roadway	4	4	4
Jencks Hall	Campus Roadway	4	4	4
Kirk Douglas Hall	Romoda Drive	4	4	4
Lee Hall	Campus Roadway	4	4	4
Priest College	Maple Street	4	4	4
Rebert Hall	Campus Roadway	4	4	4
Reiff Hall	Maple Street	4	4	4
Sustainability House	State Route 68	4	4	4
Sykes Residence	Park Street	4	4	4
Townhouse Apartments	Campus Roadway	4	4	4
Whitman Hall	Campus Roadway	4	4	4



## Combined Discrimination and Harassment Policy (Effective August 14, 2020)

For concerns about harassment (including without limitation sexual harassment), sexual exploitation, sexual assault, dating violence, domestic violence, and stalking based on gender, sexual orientation, gender identity and gender expression, **please see section II.A.**

For concerns about discrimination based on gender, sexual orientation, gender identity or gender expression or discrimination or harassment based on any other category protected by law, regulation or policy (such as race, color, predisposing genetic characteristics, religion, age, disability, marital status, veteran's status, or national or ethnic origin) **please see section II.B.**

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**Nondiscrimination, Discriminatory Harassment & Sexual and Interpersonal Misconduct Policies**

I. NONDISCRIMINATION POLICY

All members of the St. Lawrence community are valued equally. We are committed to multicultural diversity in our faculty, staff, student body and curriculum. Awareness training for students, faculty and staff is designed to eliminate all forms of unlawful discrimination. St. Lawrence University complies with to all applicable federal and state legislation and regulations prohibiting discrimination (including the Civil Rights Act of 1964; Title IX of the Educational Amendments of 1972; Section 504 of the Rehabilitation Act of 1973; the Americans with Disabilities Act; the Age Discrimination in Employment Act (ADEA); the Age Discrimination Act of 1975; New York State Human Rights Law; and Part 53, Section 607 of the New York State Educational Law), as well as the Drug-Free Workplace Act of 1988. The University does not discriminate against students, faculty, staff, or other beneficiaries on the basis of race, traits historically associated with race, color, predisposing genetic characteristics, pregnancy, gender, gender identity or expression, religion, age, disability, marital status, veteran or military status, sexual orientation, or national or ethnic origin, domestic violence victim status or any other category protected by applicable local, state, or federal law or regulation, in admission to, or access to, or treatment, or employment in its programs and activities. Gender identity and expression, while protected under St. Lawrence University policy, may not be protected under all federal, state, or local laws.

The term “discrimination” refers to an act that disadvantages a person and that occurs because of that affected individual’s race, gender, religion, national origin or any other category protected by applicable local, state, or federal law. Examples of discrimination include, but are not limited to, denying a student a research opportunity because of the student’s race, gender or other protected characteristic; giving a student a lower grade than deserved because of the student’s race, gender or other protected characteristic; denying an employee a raise or a promotion because of the employee’s age, race, gender or other protected characteristic.

St. Lawrence University is an Affirmative Action/Equal Opportunity Employer. For further information, contact St. Lawrence University's, Director of Human Resources, Debra Mousaw, who also serves as the University’s Title IX, Section 504 and Age Discrimination Act interim coordinator. Her office is Vilas Hall G1, St. Lawrence University, Canton NY 13617, 315-229-5597, and her email address is [dmousaw@stlawu.edu](mailto:dmousaw@stlawu.edu).

## **II. DISCRIMINATORY HARASSMENT POLICY**

It is the policy of St. Lawrence University that all our employees and students should be able to enjoy a work and educational environment free from all forms of unlawful discriminatory harassment, including sexual harassment. St. Lawrence University provides for the development of a climate of tolerance and pluralism and prohibits behavior which is demeaning, intimidating or hostile, communicated verbally, physically or with other communication device, including telephonic or electronic means. It is expressly against University policy for any employee or student to engage in discriminatory harassment.

While more specific definitions are provided throughout this policy, the University generally defines discriminatory harassment as verbal or physical conduct that denigrates or shows hostility toward an individual on the basis of race, color, religion, ethnic or national origin, gender, age, disability, predisposing genetic characteristics, sexual orientation, gender identity, gender expression, military or veteran’s status, marital status or any other characteristic protected by applicable law.

Harassment may be verbal, visual or physical. Merely by way of illustration, harassing acts may include racial, ethnic or religious slurs; name-calling that demeans on the basis of age, disability, physically harming or threatening another due to racial or religious animosity; vulgar pictures or ethnically offensive symbols or writings; or gestures that mimic or mock a person’s race, disability, race or age.

The fact that a person was personally offended by a statement or incident does not alone constitute a violation of this Policy. The determination is based on a “reasonable person” standard and takes into account the totality of the circumstances. The University considers the context of a communication or incident, the relationship of the individuals involved in the communication or incident, whether an incident was an isolated incident or part of a broader pattern or course of offensive conduct, the seriousness of the incident, the intent of the individual who engaged in the allegedly offensive conduct, and its effect or impact on the individual and the learning community. In all instances, a key factor is whether the complained-of behavior occurred because of a protected characteristic. If it did not, the behavior is not regulated by this Policy.

Students and employees are strongly encouraged to report instances of discriminatory harassment, as well as sexual and interpersonal misconduct (as defined below) to appropriate University officials, as described below. Employees and students will be subject to disciplinary action for violation of this Policy, up to and including termination or expulsion.

This Policy applies to all University students, faculty, staff and non-University community members. This Policy applies to conduct on campus and in connection with any University-sponsored program or activity, regardless of where it occurs. Additionally, off-campus conduct may violate this Policy if the conduct creates a threatening or uncomfortable work or learning environment on the University's campus or within a University program, or if the incident causes concern for the safety or security of the University's campus. Non-community members (e.g., alumni, family of students, vendors, etc.) visiting campus or participating in a University program or activity are expected to abide by the behavioral expectations in this Policy.

This Policy is not intended to proscribe, and should not limit free discussion of, the merits of any issue relating to ethnic, racial, religious or other multicultural difference or open inquiry into any material or issue relevant to the academic content of a course.

### **A. Sexual and Interpersonal (Sexual Misconduct) Policy**

Pursuant Title IX, the Violence Against Women Act, and New York Education Law Section 129-B, this Policy specifically prohibits sexual harassment and certain other types of interpersonal misconduct (i.e., sexual assault, dating violence, domestic violence, stalking and sexual exploitation), collectively referenced for purposes of this Policy as "Sexual Misconduct". The University will advise complainants of their Title IX and analogous state law rights, and will take steps to prevent Sexual Misconduct and to correct its discriminatory effects, as appropriate. This Policy applies to all University students, faculty and staff, and specifically applies regardless of one's 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. While Sexual Misconduct can be a criminal offense under New York State law, a person's conduct may violate the University's prohibition against Sexual Misconduct even if it does not violate state law.

This policy sets forth conduct expectations for our community and provides a process for the reporting, investigation and adjudication of alleged violations. This policy applies to alleged conduct violations of Title IX of the Education Amendments of 1972 (i.e., "Title IX Category" violations) and also applies to a broader range of contexts and behaviors inconsistent with the University's commitment to equal opportunity (i.e., "University Category" violations). The designation of conduct or allegations as either "Title IX Category" or "University Category" is not a function of the seriousness of the conduct or allegations but rather a function of the scope and coverage of Title IX versus the University's broader conduct jurisdiction.

#### **1. Definitions**

##### **Affirmative Consent**

New York State law provides, and the University adopts, the following definition of affirmative consent:

“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 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 is free and informed permission. Consent given verbally is evidenced by affirmative agreement to engage in specific sexual activity. Consent through action is active participation in the specific sexual activity. 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 to some sexual activity (e.g., kissing, fondling) cannot be presumed consent for other sexual activity (e.g., intercourse). Consent to engage in sexual activity with one person does not constitute consent to engage in sexual activity with another. Consent may be initially given but withdrawn at any time. When consent is withdrawn or can no longer be given, sexual activity must stop.

Certain conditions prevent a person from being able to consent. Consent is required regardless of whether the person initiating the act is under the influence of drugs and/or alcohol. Consent cannot be given when a person is incapacitated, which occurs when an individual lacks the ability to knowingly choose to participate in sexual activity. Incapacitation may be caused by the lack of consciousness or being asleep, being involuntarily restrained, or if an individual otherwise cannot consent. Depending on the degree of intoxication, someone who is under the influence of alcohol, drugs, or other intoxicants may be incapacitated and therefore unable to consent.

In considering whether an individual is incapacitated due to drug or alcohol use, the University will look at a number of factors, including but not limited to the type/amount of alcohol and/or drugs used, as well as such outward signs as slurred or incoherent speech, impaired motor skills (e.g. walking, texting), vomiting, loss of consciousness, etc.

Consent cannot be given when it is the result of coercion or force. Coercion is a threat, undue pressure, or intimidation to engage in sexual activity. Coercion is more than an effort to persuade, seduce, entice, or attract another person to engage in sexual activity. A person's words or conduct are sufficient to constitute coercion if they deprive another individual of the ability to freely choose whether or not to engage in sexual activity.

The University expects that any sexual activity (including sexual contact) will be based on mutual, affirmative consent to the specific sexual activity. Sexual activity in the absence of affirmative consent (i.e., “non-consensual sexual activity”) is prohibited. Sexual relationships between students and employees are strongly discouraged.

### **Sexual Misconduct**

Sexual misconduct is an umbrella term used in this policy to more conveniently refer to any form of sex/gender-based harassment, sexual exploitation, sexual assault, dating violence, domestic violence, stalking, and retaliation prohibited by this policy.

## Complainant

The term Complainant refers to the person who allegedly experienced Sexual Misconduct in violation of the policy. In some cases, the Title IX Coordinator may file a formal complaint and thereby initiate an investigation and adjudication process pursuant to the University's policy. In that instance, the Title IX Coordinator is not the "Complainant"; the complainant remains the person who allegedly experienced the sexual misconduct.

## Respondent

The term Respondent refers to the person alleged to have committed a violation of this policy. The term "accused" may be used in this policy to refer to the Respondent prior to the time that a formal complaint has been made.

## Title IX Category Conduct Violations

Title IX of the Education Amendments of 1972 provides: "No person in the United States shall, on the basis of sex, be excluded from participation, be denied the benefits of, or be subjected to discrimination under any education program or activity receiving Federal financial assistance." In accordance with Title IX as interpreted by the Department of Education, the University recognizes the following as conduct violations within the meaning of Title IX, provided that the context and circumstances of the conduct fall within the scope of Title IX, including but not limited to that the Complainant was in the United States at the time of the alleged conduct, that the Complainant was participating in or seeking to participate in the university's education program or activity at the time of the complaint, and that the conduct occurred in the context of the University's education program or activity:

- **Sexual Harassment.** "Sexual harassment" means conduct on the basis of sex that satisfies one or more of the following:
  - An employee of the University conditioning the provision of an aid, benefit, or service of the University on an individual's participation in unwelcome sexual conduct (commonly referred to as a "quid pro quo");
  - Unwelcome conduct determined by a reasonable person to be so severe, pervasive, and objectively offensive that it effectively denies a person equal access to the University's education program or activity (commonly referred to as a sexually or gender-based "hostile environment").
- **Sexual Assault.** "Sexual assault" includes 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 affirmative consent. Sexual assault consists of the following specific acts:
  - **Rape**—The penetration, no matter how slight, of the vagina or anus with any body part or object, or oral penetration by a sex organ of another person, without the affirmative consent of the victim.
  - **Fondling**—The touching of the private body parts (including genitalia, anus, groin, breast, inner thigh or buttocks) of another person for the purpose of sexual gratification, without the consent of the victim, including instances where the victim is incapable of giving consent because of his/her age or because of his/her temporary or permanent mental incapacity.

- **Incest**—Non-forcible sexual intercourse between persons who are related to each other within the degrees wherein marriage is prohibited by law.
- **Statutory Rape**—Non-forcible sexual intercourse with a person who is under the statutory age of consent. The statutory age of consent in New York is 17.
- **Dating Violence.** "Dating violence" means violence committed by a person who is or has been in a social relationship of a romantic or intimate nature with the victim. The existence of such a relationship shall be determined based on a consideration of the length of the relationship, the type of relationship, and the frequency of interaction between the persons involved in the relationship. For purposes of this Policy, verbal and/or emotional abuse will also be considered by the University to violate this Policy. For purposes of this Policy, the "intimate" relationship may be characterized as a series of sexual encounters, dating, "hooking up", or similar interactions. Examples of abusive actions range from physical acts like hitting, shoving, or restraining to threats designed to control the victim's behavior.
- **Domestic Violence.** "Domestic violence" means violence committed by a current or former spouse or intimate partner of the victim, by a person with whom the victim shares a child in common, by a person who is cohabitating with or has cohabitated with the victim as a spouse or intimate partner, by a person similarly situated to a spouse of the victim under the domestic or family violence laws of the jurisdiction, 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.
- **Stalking.** Engaging in a course of conduct directed at a specific person on the basis of sex that would cause a reasonable person to fear for the person's safety or the safety of others; or suffer substantial emotional distress. For the purposes of this definition, *course of conduct* means two or more acts, including, but not limited to, acts in which the stalker directly, indirectly, or through third parties, by any action, method, device, or means, follows, monitors, observes, surveils, threatens, or communicates to or about a person, or interferes with a person's property. The term *Reasonable person* means a reasonable person under similar circumstances and with similar identities to the victim. The term *Substantial emotional distress* means significant mental suffering or anguish that may, but does not necessarily, require medical or other professional treatment or counseling. For purposes of this Policy, harm to physical, mental, or emotional health, employment status, or property of such person, a member of such person's immediate family, or a third party with whom the person is acquainted could, in the appropriate circumstances, give rise to substantial emotional distress.

### University Category Conduct Violations

The University prohibits the following behavior in any context even if the conduct occurs off-campus, outside the United States, if the Complainant is not participating or seeking to participate in the University's education program or activity, or otherwise in circumstances over which the University does not have influence or control, including but not limited to during the University's academic breaks. However, the University retains discretion to not respond to, investigate or adjudicate circumstances in which no University interest is implicated.

- **Sexual Harassment.** "Sexual harassment" means unwelcome, offensive conduct that occurs on the basis of sex, sexual orientation, self-identified or perceived sex, gender,

gender expression, gender identity, gender-stereotyping or the status of being transgender, but that does not constitute sexual harassment as a Title IX Category Violation as defined above. Sexual harassment can be verbal, written, visual, electronic or physical. The fact that a person was personally offended by a statement or incident does not alone constitute a violation. Instead, the determination is based on a “reasonable person” standard and takes into account the totality of the circumstances. The University considers the context of a communication or incident, the relationship of the individuals involved in the communication or incident, whether an incident was an isolated incident or part of a broader pattern or course of offensive conduct, the seriousness of the incident, the intent of the individual who engaged in the allegedly offensive conduct, and its effect or impact on the individual and the learning community. A “hostile environment” is created when the offensive behavior interferes with an individual’s ability to participate in the University’s programs (i.e., to work and to learn) when judged against a reasonable person standard. However, the University encourages individuals experiencing or witnessing offensive behavior to make a report as early as possible so as to have the situation corrected before it reaches the level of a hostile environment. The University reserves the right to remedy sexual harassment pursuant to this policy even if the behavior in question does not rise to the level of legally recognized or actionable harassment. The University also prohibits “quid pro quo” sexual harassment, which means “this for that” harassment. It is a violation of this policy for any person to condition any benefit on submission to sexual activity. No person should believe that any other person – no matter their position or authority – has a right to require sexual activity in exchange for any benefit or advantage; they do not.

- **Sexual Exploitation.** Sexual exploitation occurs when, without affirmative consent, a person takes sexual advantage of another in a manner that does not constitute another violation under this Policy. Examples of sexual exploitation include, but are not limited to: prostitution, acts of incest, observing or recording (whether by video, still photo or audio tape) of a sexual or other private activity (such as consensual sexual activity, undressing or showering) without the affirmative consent of all involved; taking intimate pictures of another, but then distributing the pictures to others without the photographed person’s affirmative consent; engaging in voyeurism, engaging in consensual sexual activity with another person while knowingly infected with human immunodeficiency virus (HIV) or other sexually transmitted disease (STD) without informing the other person of such infection; or exposing one’s genitals in non-consensual circumstances.
- **Sexual Assault.** For purposes of the University category conduct violation, “sexual assault” is defined in the same manner as defined above but does not constitute sexual assault as a Title IX Category Violation because of the context in which it occurs (for example because the complainant was not in the United States at the time of the alleged conduct, because the complainant was not participating in or seeking to participate in the University’s education program or activity at the time of the complaint, or because the conduct did not occur in the context of the University’s education program or activity).
- **Dating Violence.** For purposes of the University category conduct violation, “dating violence” is defined in the same manner as defined above but does not constitute dating violence as a Title IX Category Violation because of the context in which it occurs (for example because the complainant was not in the United States at the time of the alleged conduct, because the complainant was not participating in or seeking to participate in the



University's education program or activity at the time of the complaint, or because the conduct did not occur in the context of the University's education program or activity).

- **Domestic Violence.** For purposes of the University category conduct violation, "domestic violence" is defined in the same manner as defined above but does not constitute domestic violence as a Title IX Category Violation because of the context in which it occurs (for example because the complainant was not in the United States at the time of the alleged conduct, because the complainant was not participating in or seeking to participate in the University's education program or activity at the time of the complaint, or because the conduct did not occur in the context of the University's education program or activity).
- **Stalking.** For purposes of the University category conduct violation, "stalking" is defined in the same manner as defined above but does not constitute stalking as a Title IX Category Violation because either it is not conducted on the basis of sex or because of the context in which it occurs (for example because the complainant was not in the United States at the time of the alleged conduct, because the complainant was not participating in or seeking to participate in the University's education program or activity at the time of the complaint, or because the conduct did not occur in the context of the University's education program or activity).
- **Retaliation.** Retaliation is an adverse act perpetrated to "get back" at a person because the person reported sexual misconduct, filed a complaint, or participated in an investigation or proceeding conducted pursuant to this policy. The University prohibits retaliation against any individual who files a good-faith complaint or participates in good-faith in any manner in an investigation or proceeding conducted pursuant to this policy by the University or by an external agency. An act of retaliation may be anything that would tend to discourage an individual from reporting sexual misconduct, pursuing a formal complaint, or from participating in an investigation or adjudication as a party or a witness. A person who acts in good-faith is protected from retaliation. The fact that a statement is not determined to be proven or established following investigation and adjudication does not mean that the statement lacked good-faith; a person may provide inaccurate information believing it is accurate, which is still good-faith. If a person who makes a statement knowing that it is false, the person has acted without good-faith.

## 2. Reporting Sexual Misconduct

As described further below, an individual who has experienced Sexual Misconduct has several options:

- **A report to a Confidential Resource.** A confidential resource provides emotional and/or medical services and maintains confidentiality. A report to a confidential resource does not result in a University investigation or any other action to respond to the incident.
- **A report to Law Enforcement.** If an incident involves criminal conduct, the victim may make a complaint to law enforcement.
- **A report to a Responsible Administrator.** Certain personnel at the University have the responsibility to receive reports of Sexual misconduct and to take action based on those reports. A responsible administrator will forward the information about the incident to the Title IX Coordinator. The Title IX Coordinator will discuss options with the reporting person. The Title IX Coordinator can facilitate the following:

- **Supportive Measures.** Supportive measures are intended to support the individual who experienced Sexual misconduct to continue in their involvement in the University's program and activities.
- **Informal Resolution.** An informal resolution is a resolution that the parties (i.e., the person making the allegations and the accused person) agree upon to address the situation. No party may be forced to accept an informal resolution. This is a voluntary process.
- **Formal Complaint.** A formal complaint includes an investigation and adjudication process. The outcome of a formal complaint is either that the person accused of Sexual misconduct is found either responsible or not responsible for having committed a violation of this Policy. A violation results in appropriate sanctions and other remedies to address the violation.

The University encourages reporting of Sexual Misconduct. The options for reporting above are not mutually exclusive, and an individual may pursue one option but not the other.

Any University community member who has been the subject of Sexual Misconduct has the right to make a report to Campus Safety or the other Responsible Administrators identified below, local law enforcement, and/or the New York State Police, or to choose not to report. If reported to the University under this Policy, a reporting individual will be protected from retaliation and will receive appropriate assistance and resources from the University. Reports may be made anonymously, but the University's, or anyone else's, ability to respond may necessarily be limited by anonymous reporting.

If you have been subjected to Sexual Misconduct, the following resources/options are available to seek help and/or report the conduct:

**a) On Campus Confidential/Private Resources (Students)**

- **Health and Counseling Center**

If you are a student, you may contact the University's Health and Counseling Center. Discussions with the Center's Counselors are treated confidentially (pursuant to the Health and Counseling Center's confidentiality protocols).

- **St. Lawrence University Health and Counseling Center  
315-229-5392**

The Health and Counseling Center can provide assistance and information regarding medical assistance and treatment (including information about sexually transmitted infections, sexual assault forensic examinations, and emergency birth control), resources available through the New York State Office of Victim Services, academic and other campus support options, campus disciplinary proceedings and law enforcement options. If unsure of where to go, contact the Health and Counseling Center.

- **Student Advocates**

You may also contact a student peer Advocate (an Advocate is a member of a volunteer student group who serves as support for student victims of Sexual Misconduct. Advocates are not University officials and serve only as a peer group resource to students. Discussions with Advocates are not entitled to the same degree of

confidentiality under the law as Health and Counseling discussions, but they are nonetheless treated as private under University policy.

- **Advocates Program website at <https://www.stlawu.edu/offices/advocates>**
- **Sexual Violence Advocates Hotline: 315- 244-5466**

Names and contact numbers for individual Advocates are generally available within the first week of the semester online at the Advocates' website (above), in the Advocates Booklets accessible via CAs, FYP professors and Student Life staff.

Reports of Sexual Misconduct made to either the Health and Counseling Center or to an Advocate will NOT be reported to other University officials in any personally identifiable manner (reports made to some of these individuals may result in a report to University officials that an incident occurred, but will not result in the reporting of any personally identifiable information), and as a result you should not expect action to be taken by the University against any alleged perpetrator if you only report to these resources. Similarly, information shared at public awareness and advocacy events does not create an obligation on the part of the University to investigate that information and/or take further action.

#### **b) Off Campus Confidential/Private Resources**

Confidential reports of Sexual Misconduct can be made by students and employees to off-campus resources, including

- **Canton-Potsdam Hospital (all)**  
315-265-3300
- **Renewal House for Victims of Family Violence (all)**  
3 Chapel Street  
M-F 8:00am-5:00pm  
315-379-9845
- **Reachout of St. Lawrence County (all)**  
315-265-2422
- **Employee Assistance Program (Employees)**  
1-800-327-2255

In addition, certain support services may be available on a private basis through:

- **New York State Office of Victim Services (all)**  
1-800-247-8035  
<https://ovs.ny.gov>

Reports to these Confidential/Private Resources will not result in personally identifiable information being provided to the University and therefore you should not expect as a result of this type of reporting that the University will take any action against an alleged perpetrator.

#### **c) On-Campus Non-Confidential Resources - Responsible Administrators**

Any student or employee having a complaint of Sexual Misconduct is also urged to speak to any of the following individuals, who are considered "Responsible Administrators" for purposes of

Title IX and these individuals are obliged to inform the Title IX Coordinator of the complaint, and the Title IX Coordinator will reach out with more information:

- **Title IX Coordinator/Sexual Misconduct Prevention Educator, Lindsey Cohen**, 315-229-5334, 11 Hillside Road, [lcohen@stlawu.edu](mailto:lcohen@stlawu.edu)
- **Vice President and Dean of Student Life, Hagi Bradley**, 315-229-5311, Sullivan Student Center Room 234, [eb Bradley@stlawu.edu](mailto:eb Bradley@stlawu.edu)
- **Associate Dean of Student Life Rance Davis**, 315-229-5551, Sullivan Student Center, [rdavis@stlawu.edu](mailto:rdavis@stlawu.edu)
- **Vice President and Dean of Academic Affairs Karl Schonberg**, 315-229-5993, Vilas 103, [kschonberg@stlawu.edu](mailto:kschonberg@stlawu.edu)
- **Associate Dean of Faculty Affairs Evelyn Jennings**, 315-229-5993, Vilas 103, [ejennings@stlawu.edu](mailto:ejennings@stlawu.edu)
- **Director of Human Resources for Employee Relations Colleen Manley**, 315-229-5988, Vilas G2, [cmanley@stlawu.edu](mailto:cmanley@stlawu.edu)
- **Director of Human Resources for Employee Benefits Debra Mousaw**, 315-229-5597, Vilas G1, [dmousaw@stlawu.edu](mailto:dmousaw@stlawu.edu)
- **Athletic Director and Deputy Title IX Coordinator Bob Durocher**, Augsburg Center, 315-229-5870, [bdur@stlawu.edu](mailto:bdur@stlawu.edu)
- **Assistant Vice President of Safety and Security and Senior Deputy Title IX Coordinator Patrick Gagnon**, 315-229-5555, Torrey Health Center, 76 Park Street, rear entrance, [pgagnon@stlawu.edu](mailto:pgagnon@stlawu.edu)
- **Assistant Director of Safety and Security, Melanie Locy**, 315-229-5555, Torrey Health Center, 76 Park Street, rear entrance, [mlocy@stlawu.edu](mailto:mlocy@stlawu.edu)
- **All Security Officers**, 315-229-5555, Torrey Health Center, 76 Park Street, rear entrance, (Available 24 hours/day)
- **Assistant Dean and Director of Residence Life Christopher Marquart**, 315-229-5250, Sullivan Student Center 231, [cmarquart@stlawu.edu](mailto:cmarquart@stlawu.edu)
- **Director of Student Activities and Deputy Title IX Coordinator Ashlee Downing-Duke**, 315-229-5757, Sullivan Student Center 225, [adowning@stlawu.edu](mailto:adowning@stlawu.edu)

Reports may be made by the victim, someone on behalf of the victim, or anonymously.

If a **Responsible Administrator** receives a report of Sexual Misconduct, observes Sexual Misconduct firsthand, or learns about it in any other way, s/he is required to report it to the University's Title IX Coordinator. This report will include the name of the victim, the name of the alleged perpetrator(s) if known, any witnesses and any other relevant factors, including the date, time and location of the incident. Before making a report to a Responsible Administrator, you should consider the Responsible Administrator's reporting obligation. You should also consider that Title IX prohibits retaliation for reporting and that the University will not only take steps to prevent retaliation but will take strong responsive action if retaliation occurs. If you wish to ensure maximum confidentiality, you should not report to any of the Responsible Administrators listed in this section but should instead speak to the Confidential Resources identified above. You can also choose to go to local law enforcement, whether or not you report to a Confidential Resource and/or a Responsible Administrator.

While all employees are encouraged to report incidents of Sexual Misconduct that come to their attention, and certain employees may be required to report them, if a complaint is made to

anyone other than the above listed **Responsible Administrators**, the Complainant risks the possibility that it will not come to the attention of the proper University officials and may, therefore, not be acted upon by the University. For this purpose, Faculty generally are not Responsible Administrators and you should not assume that information brought to the attention of a Faculty member will be reported to the University. On the other hand, unless a report is made to a Confidential Resource, you have less assurance of confidentiality.

However, even if reporting to a Responsible Administrator listed in this section, you have the right to decide not to file a formal complaint and request that the University maintain this report as confidential (to the extent permitted by law) and/or to request that it not conduct an investigation or that action not be taken against an alleged perpetrator. The University is not required to honor that request, and in appropriate circumstances, may decide to move forward with an investigation and/or disciplinary processes, even without the consent or cooperation of the reporting individual. In making such a determination the University must consider its obligation to provide a safe, non-discriminatory environment for all students and employees. The University has designated the Title IX Coordinator as the individual who will evaluate any requests for confidentiality. The Title IX Coordinator will consider a range of factors, including:

- The risk that the alleged perpetrator will commit additional acts of sexual or other violence, such as:
- whether there have been other Sexual Misconduct 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 incident represents an escalation of past misconduct by the accused;
- whether the alleged perpetrator threatened further sexual violence or other violence against the victim or others;
- whether the Sexual Misconduct was committed by multiple perpetrators;
- whether the Sexual Misconduct was perpetrated with a weapon or force;
- whether the victim is a minor;
- whether the University possesses other means to obtain relevant evidence of the Sexual Misconduct (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 overall safety of the campus community (including the reporting individual).

If the University determines that it cannot maintain a Complainant's confidentiality, it will inform the Complainant prior to filing a formal complaint and initiating the Formal Adjudication process starting with an investigation and will, to the extent possible, nonetheless maintain information as private and only share information as needed so that the University may respond and act under this Policy.

If a Complainant does not wish to file a formal complaint and initiate an investigation and Formal Adjudication, the Complainant will, nevertheless, be entitled to receive supportive measures.

Upon receiving a report, the Title IX Coordinator will discuss with the Complainant available avenues and options. Options will include the filing of a formal complaint which may lead to disciplinary action against the accused and remedial actions to ameliorate or correct the effects of the sexual misconduct. Other options may include the provision of supportive measures, such as interim no-contact orders, changes in academic, residential, transportation, dining or working arrangements, access to academic, medical, counseling and other support, as appropriate. Reporting to local law enforcement also is an option. The University will review the facts and circumstances of each case, as well the Complainant's wishes, in deciding whether and what steps are reasonable and appropriate.

Even when legal confidentiality is not available, Responsible Administrators and other University officials acting under this Policy will maintain privacy to the greatest extent possible. Information provided to a non-confidential/private employee will be relayed only as necessary for the Title IX Coordinator, and those acting under this Policy, to carry out the purposes of this Policy.

#### **d) Law Enforcement**

A victim of a crime, including a crime arising from Sexual Misconduct under this Policy, will be notified that the victim may, but is not required to, report the incident to local law enforcement and pursue criminal charges. The criminal process and the University's disciplinary processes are not mutually exclusive or dependent on each other, meaning that a person may pursue either a criminal complaint or University complaint or both. In criminal cases, including non-consensual sex offenses, the preservation of evidence is critical and must be done properly and promptly. The Canton Police Department can assist in filing a criminal complaint and in securing appropriate examination, including by a Sexual Assault Nurse Examiner. Additionally, orders of protection and other forms of legal protection may be available to individuals who have experienced or are threatened with violence by a University community member or other person. In appropriate circumstances, an order of protection may be available that restricts the offender's right to enter University property, and the University will abide by a lawfully issued order of protection.

Reporting to criminal authorities may result in some delay in any internal University investigation, so as not to interfere with evidence gathering by law enforcement, but University procedures will resume as soon as possible. In addition, the University will cooperate with any criminal proceedings as permitted by law.

- **Canton Police Department  
315-386-4561 or 911**
- **New York State Police Hotline 1-844-845-7269**

The **Responsible Administrators** listed above can provide assistance to you in reporting to law enforcement.

Reporting individuals should understand that not all Sexual Misconduct under this Policy may be a crime and that the standard law enforcement employs in processing complaints is different than the University's standard under this Policy. Questions about whether incidents violate criminal laws and how the criminal process works should be directed to law enforcement officials or the St. Lawrence County (or other relevant) District Attorney.

### 3. Supportive Measures

Once a report is made under this Policy, the Complainant will be contacted by the Title IX Coordinator and offered individualized support as more fully described below. Once the Respondent is informed of a report or a formal complaint under this policy, the Respondent will be contacted by the Title IX Coordinator and offered individualized support as more fully described below.

Supportive measures are intended to restore or preserve, to the extent practicable, equal access to the University's educational programs and activities and protect the safety of all parties without unreasonably burdening the other party or parties. As required by federal regulation, these supportive measures must be non-disciplinary and non-punitive to the parties.

Supportive measures could include, but are not limited to:

- Changes or adjustment in academics such as the extension of deadlines or other course-related adjustments;
- Changes to housing, transportation and campus working situations if those changes are requested by a party and reasonably available;
- Mutual "No Contact" orders and, in limited circumstances, one-way no contact orders.
- Access to safe walks and campus escorts or other reasonable security or monitoring measures;
- Counseling services; and
- Interim removal of a student from the University, which will only be taken pursuant to the Emergency Removal provisions below.

Both parties will be afforded an opportunity to request specific supportive measures, which will be considered by the Title IX Coordinator.

When a no-contact order or any other supportive measure is issued, both the person against whom it is issued and the other party, will, upon request, be afforded a prompt review, reasonable under the circumstances, of the need for and terms of the supportive measure to the extent it directly affects him or her. This request for review of supportive measures may include a request for potential modification of the no-contact order or other supportive measure. This request may be made by submitting a written request to the Title IX Coordinator, providing the basis for the request and submitting any evidence in support of the request.

The Title IX coordinator is responsible for coordinating the implementation of supportive measures, including coordinating with the various University departments and offices that may be involved. Supportive measures may be secured and coordinated, at the direction of the Title IX Coordinator, through the Associate Dean of Student Life, Associate Dean for Faculty Life, or the Director of Human Resources, as appropriate. Supportive measures will be offered free of charge.

If a party's request for a supportive measure is denied, the party will be afforded an opportunity to have the denial promptly reviewed to assess whether the supportive measure is reasonable under the circumstances and/or should be modified. In addition, each party will, upon request, be afforded the opportunity for a prompt review of the need for supportive measures, including the potential modification of these measures, to the extent that the party is affected by the measure(s) being reviewed. A request for the review of the denial of, or the need for or details of,

supportive measures should be made by submitting a written request to the Title IX Coordinator, providing the basis for the request and submitting any evidence in support of the request. Each party will be allowed to submit evidence in support of, or in opposition to, the request to the extent the supportive measures under review affect that party. Additional information about how to request a review will be included in a written communication that will outline the supportive measures offered and any that were requested by the party but denied. The Title IX Coordinator will advise the parties of the result of the review. This determination is not subject to further review absent changed circumstances.

### **Emergency Removal of Student Respondent**

The University may need to undertake an emergency removal of a student in order to protect the safety of its community, which may include contacting local law enforcement to address imminent safety concerns. Emergency removal is not a substitute for reaching a determination as to a student respondent's responsibility for the sexual misconduct allegations; rather, emergency removal is for the purpose of addressing imminent threats posed to any person's physical health or safety, which may arise out of the allegations of sexual misconduct.

Prior to removing a student respondent through the emergency removal process, the University will undertake an individualized safety and risk analysis. If the individualized safety and risk analysis determines that an immediate threat to the physical health or safety of any student or other individual arising from the allegations of sexual misconduct justifies removal, then a student respondent will be removed. This is the case regardless of the severity of the allegations and regardless of whether a formal complaint was filed. An emergency removal cannot be based on the threat to *mental* health or safety to a Complainant or anyone else. The threat must be to the *physical* health or safety of the Complainant or other individual.

In the event a determination is made that a student respondent is an immediate threat to the physical health or safety of an individual, the Title IX Coordinator will provide written notice of the emergency removal to both the Complainant and Respondent. This notice will contain: (1) the date the removal is set to begin, (2) the reason for the emergency removal, (3) the consequences of non-compliance, and (4) how to appeal the decision. If a student respondent disagrees with the decision to be removed from campus, he/she may appeal the decision. The student respondent must provide written notice to the Title IX Coordinator within 10 days of receiving the notice of removal. The burden of proof is on the student respondent to show that the removal decision was incorrect.

Employee respondents are not subject to this process. When the accused is not a student but is a member of the University community, he or she is subject to interim suspension in accordance with the University's employment policies and practices (including applicable collective bargaining agreements).

### **4. Amnesty for Students**

The health and safety of every student at St. Lawrence is of utmost importance. St. Lawrence recognizes that students who have been drinking and/or using drugs (whether such use is voluntary or involuntary) at the time that 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 for their own conduct. St. Lawrence strongly encourages students to report domestic violence, dating violence, stalking, or sexual assault to



St. Lawrence officials. A bystander acting in good faith or a reporting individual acting in good faith that discloses any incident of domestic violence, dating violence, stalking, or sexual assault to St. Lawrence's officials or law enforcement will not be subject to charges for violating St. Lawrence's student alcohol and/or drug use policies occurring at or near the time of the commission of the domestic violence, dating violence, stalking, or sexual assault.

## 5. Orders of Protection

Campus Safety, or other University officials, will provide reasonable assistance to a University campus community member, in connection with prohibited Sexual Misconduct conduct under this Policy in obtaining an order of protection or, if outside of New York State, an equivalent protective or restraining order. This assistance includes providing that person with:

- a). a copy of an order of protection or equivalent when received by the University and providing that person with an opportunity to meet or speak with a University representative, or other appropriate individual, who can explain the order and answer questions about it, including information from the order about the other person's responsibility to stay away from the protected person or persons;
- b). an explanation of the consequences for violating these orders, including but not limited to arrest, additional conduct charges, and interim suspension; and
- c). assistance from Campus Safety in contacting local law enforcement to effect an arrest for violating such an order.

## 6. University Sexual Misconduct Complaint Procedures

If a report of Sexual Misconduct is made to any of the above listed **Responsible Administrators**, the Title IX Coordinator will contact the Complainant to inform him/her of the right to file a formal complaint under this policy. **A formal complaint is necessary to initiate the University's grievance process, meaning an investigation and adjudication process. A formal complaint must be in written form and must be signed by the complainant.** If a formal complaint is filed, a fair, prompt and impartial investigation will be undertaken by the University.

The Title IX Coordinator will review a formal complaint filed by a Complainant. In order to comply with Title IX regulations, the Title IX Coordinator must "dismiss" the Title IX Category violation(s) if it is apparent that the allegations are not within the scope of Title IX, including that the conduct alleged:

- would not constitute sexual harassment as defined in the Title IX Category

Conduct Violations definition above, even if proved;

- did not occur in the University's education program or activity, or
- did not occur against a person in the United States.

Notice of dismissal of the Title IX Category violation(s) will be in writing and issued to both the Complainant and Respondent. The Title IX Coordinator may determine at any point in the process that facts have emerged that require the dismissal of a Title IX Category violation. A

decision to dismiss a Title IX Category violation is immediately appealable by the complainant. Even if Title IX Category violations are subject to dismissal, the University will continue to process the allegations as University Category violations, assuming that the allegations, if true, would constitute University Category violations.

Complaints should be reported as soon as possible. In most cases, a complaint will be considered timely if it has been filed within one year of the alleged misconduct or the cessation of the alleged misconduct, whichever is later. As determined by the Title IX Coordinator, a complaint may be investigated, or otherwise responded to, beyond the one-year period (including a complaint filed after a student has separated from the University but which involves conduct occurring while an active student).

Investigatory and resolution procedures that will be followed in the event of a complaint can be found here: <https://www.stlawu.edu/offices/title-ix/procedures-under-nondiscrimination-discriminatory-harassment-or-sexual-misconduct-policies-effective-0>

A student's Bill of Rights and an additional statement of Rights in Cases Involving Sexual Assault, Domestic Violence, Dating Violence or Stalking are attached to this Policy as Appendix A.

## **7. Informal Resolution**

The intent of an Informal Resolution Process is for the parties to undertake a facilitated discussion regarding the matters at issue related to the allegations to see if they can reach agreement on a resolution that leaves both parties feeling satisfied with that resolution. Informal Resolution may be offered to the parties after a formal complaint is filed by the Complainant. The University reserves the right not to offer Informal Resolution in cases where the University determines Informal Resolution to be inappropriate based on the allegations or other circumstances (including but not limited to a situation where an employee or faculty member is alleged to have committed sexual misconduct against a student). The informal resolution process is also not available in a complaint involving more than two parties unless a) all parties consent to use the informal resolution process, b) there is an understanding among all parties about what happens when the right of any party to stop the informal resolution process and return to the formal investigation and hearing process is invoked, and c) there is an understanding among all parties about whether some parties, but not all, can agree to a resolution.

One objective of the Informal Resolution is to provide to the parties an opportunity to understand each other's concerns and address them as collaboratively and usefully for the parties as possible, with the assistance of the facilitator. Informal Resolution will be pursued only where both the Complainant and Respondent agree to utilize the process. Either party in an Informal Resolution process may terminate it at any time and, if that occurs, the complaint will proceed to the formal investigation and adjudication process. Supportive measures are available to both parties in the same manner as they would be if the formal complaint were proceeding under the hearing process.

A written notice will be given to both parties before entering an Informal Resolution Process, and both parties must consent to the process in writing. No party should feel intimidated, coerced or threatened to participate in an Informal Resolution Process, or to withdraw from an Informal Resolution Process.

If both parties consent to participate in the Informal Resolution process, the University will assign a facilitator who will act in an independent, impartial manner to facilitate a resolution between the parties. The facilitator will schedule one or more meetings with the parties. The parties will not be required to meet in person unless they each wish to do so, and the facilitator may meet separately with each party to explore the party's views about the allegations and desired outcome from the process. Either party may elect to have any meeting occur so that the parties are in different rooms and the facilitator "shuttles" between the parties. The Informal Resolution process should proceed with due promptness. The University imposes no specified timeframe for the process but the facilitator may choose to terminate the Informal Resolution Process (and either party may elect to terminate the Informal Resolution) if insufficient progress is being made.

A resolution is reached only if both parties agree. The facilitator's role is to conduct the informal resolution process in a way that is impartial and does not favor one party over the other. The facilitator will not impose an outcome, although the facilitator may assist the parties in suggesting resolutions that appear to meet the parties' needs. The facilitator will assist the parties in communicating information and opinions to the facilitator and each other regarding the allegations in an effort to find common ground and a resolution of the allegations that is satisfactory to both parties. A resolution may include a disciplinary component if the parties agree.

If a resolution is reached, the facilitator will draft a document reflecting the agreement between the parties that becomes final once it is signed by both parties. This written and signed Resolution indicates that the Complaint has been resolved under this Policy without the need for further investigation or to pursue the adjudicatory hearing process. After a written resolution has been finalized, the University will keep a record of the parties' written consent to the Informal Resolution process and the written resolution. Any written resolution involving discipline or other action taken against a Respondent will be dealt with in the same manner as any other disciplinary action is taken. A party may terminate the informal process at any time before the final written resolution is signed.

For the Informal Resolution process to have the best chance for success, the parties should be free to express themselves. As a result, the information received from both parties during the Informal Resolution process will be kept confidential by the facilitator. In addition, the facilitator will not be available as a witness in any hearing that may occur should either party terminate the Informal Resolution process before a resolution. This is in keeping with the concept that the facilitator is impartial and is only facilitating the interaction between the two parties. If a resolution is not reached and the Formal Complaint returns or proceeds to the formal investigation and adjudicatory hearing process, the parties may not disclose information shared by the other party during the Informal Resolution process in the hearing, unless that information is learned outside the Informal Resolution process through the investigation or otherwise.

The facilitator will be free from conflicts of interest and bias. An Informal Resolution leads either to an agreement between the parties or no agreement, in which case the complaint returns to the formal investigation and adjudication process. The University reserves the right to disallow an Informal Resolution that the University finds unacceptable or inappropriate.

## **8. Transcript Notation for Certain Offenses**

**Transcript Notation Process.** As required by New York law, all colleges and universities in New York are required to denote certain conduct outcomes on academic transcripts of students found in to have engaged in conduct that constitutes crimes of violence (including but not limited to sexual assault) as defined in the Clery Act. Required transcript notations, as appropriate to the circumstances, are:

- “Expelled after a finding of responsibility for a code of conduct violation”
- “Suspended after a finding of responsibility for a code of conduct violation”
- “Withdrew with conduct charges pending”

Suspension and expulsion transcript notations are applied at the conclusion of the conduct proceedings and appeals processes. If a student withdraws with charges pending, but conduct proceedings are nonetheless completed, any final transcript notation will be based on the outcome of those proceedings. Pending completion of those proceedings, the transcript will carry the above withdrawal notation. Transcript notations for a student suspended are required by law to remain on the transcript for a period of at least one year following completion of the suspension. Per University policy, a withdrawal notation will remain on a transcript for at least one year following the withdrawal. Per state law, expulsion notations are not subject to removal. Subject to these minimum periods, a student may request to have a suspension/withdrawal transcript notation removed by submitting a petition in writing to the Title IX Coordinator, who will share the request with the Deans of Academic Affairs and Student Life. The Deans will make all decisions about notation removal. A petition will not be considered if filed before the expiration of the minimum one year periods noted above.

**The petition shall include:**

- A statement describing the incident and what was learned over the time away from the institution; and
- The rationale for removal of the notation;
- Documentation of successful completion of any terms imposed in the underlying conduct proceeding (e.g., completion of required or recommended in/out patient program, therapy or educational programming, etc.)

Petitions will be reviewed and a decision will be provided by the Deans in writing, generally within thirty days of submission. The Deans and/or the Title IX Coordinator may request additional information from the student. Decisions regarding the removal of transcript notations are within the discretion of the Deans.

If the Deans decide against removing a notation, the student may submit subsequent petitions seeking removal every five years since the Deans’ initial determination. These petitions will be made with the same process as the first petition and include updated information about the student’s experience since the earlier petition(s).

**Note on Withdrawal Prior to Conduct Case Adjudication**

A student who withdraws from the institution prior to an outcome of a pending conduct case should understand that the investigation and proceeding may continue, with or without their participation. Withdrawal from the institution will not protect a student from completion of

disciplinary processes and possible sanctions. The transcript notation, if any, will be based upon the final outcome of any proceeding.

## **B. Discrimination Other Than Sexual Misconduct**

This policy applies to complaints related to (a) discrimination based on gender, sexual orientation, gender identity or gender expression, or (b) discrimination or harassment based on any other category protected by law, regulation or policy (such as race, color, predisposing genetic characteristics, religion, age, disability, marital status, veteran's status, or national or ethnic origin).

### **1. Student Complaints**

A student who believes s/he has been the victim of discrimination other than Sexual Misconduct may report it to any of the Responsible Administrators noted above or may speak to her/his academic advisor, chairperson of the Department, any staff member in student life, particularly residence life, or counseling for guidance on how to proceed.

Complaints of such discrimination will be investigated and then submitted, by the Title IX Coordinator, either to the Discriminatory Harassment Hearing Board (DHHB, a subset of the Review Board), or to the Vice President for Student Life, for adjudication. In these types of cases, any advisor must be a non-lawyer, an active member of the University community and their role is as described in the procedures for Discriminatory Harassment Based on Identity other than Gender.

### **2. Complaint By Employees**

A member of the University community who is not a student (*i.e.*, who is an employee) and who believes that s/he is experiencing or has experienced (a) discrimination based on gender, sexual orientation, gender identity or gender expression, or (b) discrimination or harassment based on any other category protected by law, regulation or policy (such as race, color, predisposing genetic characteristics, religion, age, disability, marital status, veteran's status, or national or ethnic origin) may contact any of the Responsible Administrators listed above, although the employee is urged to report to the Director of Human Resources for Employee Relations, the Vice President with supervision of the area of the person charged, or the Vice President for Community and Employee Relations.

- If the alleged perpetrator is a student, the procedure and processes for students will apply.
- If the alleged perpetrator is also an employee, these procedures will apply:  
<https://www.stlawu.edu/offices/title-ix/procedures-under-nondiscrimination-discriminatory-harassment-or-sexual-misconduct-policies-effective-0>
- If the alleged perpetrator is not an active member of the University community, the matter will be investigated and handled by the Assistant Vice President of Safety & Security.

### **3. Complaints by Non-Members of the Community**

When a non-member of the University community believes s/he is experiencing or has experienced (a) discrimination based on gender, sexual orientation, gender identity or gender expression, or (b) discrimination or harassment based on any other category protected by law,

regulation or policy (such as race, color, predisposing genetic characteristics, religion, age, disability, marital status, veteran's status, or national or ethnic origin), s/he should report concerns to the Assistant Vice President for Safety and Security or the Vice President for Community and Employee Relations. In such cases, the investigatory and resolution procedures to be followed in the event of a complaint can be found here:

<https://www.stlawu.edu/offices/title-ix/procedures-under-nondiscrimination-discriminatory-harassment-or-sexual-misconduct-policies-effective-0>

### **C. Retaliation**

It is a violation of University Policy to retaliate against any person making a report of Sexual Misconduct or other Discrimination or against any person cooperating in the investigation of (including testifying as a witness to) any allegation of Sexual Misconduct (or other Discrimination). The University will not only take steps to prevent retaliation but will take strong responsive action if retaliation occurs and anyone engaging in retaliation is subject to disciplinary action, up to and including expulsion/termination (what action can be taken may depend upon whether the individual engaging in retaliatory conduct is within the jurisdiction of the University). Retaliation includes intimidation, threats, or harassment against any such reporting party or third party. Retaliation should be reported promptly to any Responsible Administrator and may result in disciplinary action independent of the sanction imposed in response to the underlying allegations of Sexual Misconduct (or other Discrimination).

### **D. Recordkeeping**

Records generated in connection with reports, investigations and resolutions are maintained in confidential files maintained by an appropriate office, which may be the Title IX Coordinator, the Vice President and Dean of Student Life, Human Resources, and/or the Registrar (for records concerning disciplinary outcomes), and only those with a right and need to know are permitted access.

### **E. Training**

The University trains all individuals involved in the investigation and resolution of complaints made pursuant to its Sexual Misconduct Policy. Training materials are unbiased, do not rely on sex stereotypes, and promote the fair and impartial investigation, adjudication, and resolution of complaints.

The Title IX Coordinator, Responsible Administrators, persons assigned as investigators, individuals determining violations and/or considering appeals of determinations of this Policy, and any individuals who facilitate an informal resolution process will receive training on relevant topics, including discrimination, harassment, sexual exploitation, sexual assault, stalking, domestic violence and dating violence, what constitutes the scope of the institution's "education program or activity" for purposes of the application of this policy, how to apply the definition of "affirmative consent", how to conduct fair and impartial investigations, the right during investigatory and adjudicatory proceedings to a presumption of "not responsible" until a finding of responsibility is made, issues of relevancy of evidence (including, for investigators, issues of relevance in creating an investigative report), how to disclose and appropriately address conflicts of interest and bias, and the University's grievance process, including hearings, appeals, and the informal resolution process, as applicable. In addition, individuals serving as decision-makers under the Sexual Misconduct policy will receive training on any technology to be used at a live hearing and on issues of relevance of questions and evidence. The training provides participants

involved in implementation of this policy with the tools they need to ensure that they serve in their roles in an objective manner and without bias.

#### **F. Academic Freedom**

St. Lawrence University is an academic institution at which academic freedom is necessary and valued. The University will not construe this Policy to prevent or penalize a statement, opinion, theory, or idea offered within the bounds of legitimate, relevant, and responsible teaching, learning, working, or discussion.

#### **G. Clery Act Compliance**

The University is required to include for statistical reporting purposes the occurrence of certain incidents in its Annual Security Report (ASR). Names of individuals involved in incidents are not reported or disclosed in ASRs. In the case of an emergency or ongoing dangerous situation, the University will issue a timely warning to the campus. In such circumstances, the name of the alleged perpetrator may be disclosed to the community, but the name of the victim/complainant will not be disclosed.

#### **H. Coordination with Other Policies**

A particular situation may potentially invoke one or more University policies or processes. The University reserves the right to determine the most applicable policy or process and to utilize that policy or process.

This Policy does not apply to decisions relating to requests for reasonable accommodation due to a disability. Academic disability accommodations are handled by the Disability Services office and pursuant to that office's policies. Work-related disability accommodations are handled by the Human Resources Office and pursuant to that office's policies.

#### **I. Delegation of Authority and University Counsel**

Any University administrator or official whom this Policy empowers to act may request that the Title IX Coordinator delegate that authority to another appropriate University official, or the Title IX Coordinator in his or her own discretion may delegate that administrator's or official's authority to act to another appropriate person. Delegation of authority may be necessary to avoid conflicts of interest or where time constraints or other obligations prevent a University official named in this Policy from fulfilling his/her designated role.

The Title IX Coordinator may delegate his or her responsibilities and/or authorities under this Policy to any Deputy Title IX Coordinator or other appropriate official.

Any University administrator or official involved in implementing this Policy may seek the advice of the University's legal counsel, to be coordinated through the Title IX Coordinator.

#### **J. Interpretation/Other Issues**

Final interpretation of any provision of these policies is vested in the Title IX Coordinator. Issues that are not specifically addressed in these policies may be resolved by the Title IX Coordinator.

#### **K. Policy Compliance**

- Any person with a concern about the University's handling of a particular matter should contact Debra Mousaw, Director of Human Resources, at 315-229-5597 or at [dmousaw@stlawu.edu](mailto:dmousaw@stlawu.edu).
- The U.S. Department of Education, Office for Civil Rights is a federal agency responsible for ensuring compliance with Title IX. OCR may be contacted at 400 Maryland Avenue, SW, Washington, DC 20202-1100, (800) 421-3481.

The University reserves the right to adapt or modify any of the specific procedures provided herein to deal with the unique circumstances presented by the University's various off-campus programs, including specifically its overseas programs.

## **APPENDIX A**

### **STUDENTS' BILL OF RIGHTS**

#### **IN CASES INVOLVING SEXUAL ASSAULT, DOMESTIC/DATING VIOLENCE AND STALKING**

Pursuant to New York Law, all students 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 judicial or conduct process and/or criminal justice process free from pressure by the institution;
4. Participate in a 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 institution courteous, fair, and respectful health care and counseling services, where available;
6. 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;
7. Describe the incident to as few institution representatives as practicable and not be required to unnecessarily repeat a description of the incident;
8. Be protected from retaliation by the institution, any student, the accused and/or the respondent, and/or their friends, family and acquaintances within the jurisdiction of the institution;
9. Access to at least one level of appeal of a determination;
10. Be accompanied by an advisor of choice who may assist and advise a reporting individual, accused, or respondent throughout the judicial or conduct process including during all meetings and hearings related to such process; and
11. Exercise civil rights and practice of religion without interference by the investigative, criminal justice, or judicial or conduct process of the institution.

### **RIGHTS IN CASES INVOLVING**

#### **SEXUAL ASSAULT, DOMESTIC/DATING VIOLENCE AND STALKING**



Anyone reporting an incident of sexual assault, domestic or dating violence or stalking has the right to:

1. Notify Campus Safety, Local Law Enforcement or the New York State Police.
2. Emergency access to a Title IX Coordinator or other appropriate official trained in interviewing victims of sexual assault who shall be available upon the first instance of disclosure by a reporting individual and who can provide information, including:
  - options to proceed, including the right to make a report to Campus Safety (reports to Campus Safety are reported to the Title IX Coordinator), Local Law Enforcement, and/or the New York State Police or choose not to report; to report the incident to the University; to be protected by the University from retaliation for reporting an incident; and to receive assistance and resources from the University, as set out in the St. Lawrence University Discrimination and Harassment Policy, which can be found at <https://www.stlawu.edu/offices/title-ix>.
  - where applicable, the importance of preserving evidence and obtaining a sexual assault forensic examination as soon as possible;
  - that the criminal justice process utilizes different standards of proof and evidence than the University's misconduct procedures and that any questions about whether a specific incident violated the penal law should be addressed to law enforcement or to the district attorney;
  - whether the person they are reporting to is authorized to offer the confidentiality or privacy; and
  - Any other reporting options.
3. If they are a student, to contact the University's Health and Counseling Center, where they may be offered confidential resources pursuant to applicable laws/University policies and can be assisted in obtaining services for reporting individuals; or to contact non-University confidential resources, including:
  - **Canton-Potsdam Hospital**  
315-265-3300
  - **Renewal House for Victims of Family Violence**  
(For Students/Staff)  
3 Chapel Street  
M-F 8:00am-5:00pm  
315-379-9845
  - **Reachout of St. Lawrence County**  
(For Students/Staff)  
315-265-2422
  - **Employee Assistance Program (For Staff)**  
1-800-327-2255
  - **New York State Office of Victim Services**  
1-800-247-8035  
<https://ovs.ny.gov>

4. Disclose confidentially the incident and obtain services from the state or local government;
5. Disclose the incident to the University's Responsible Administrators who can offer privacy or, appropriate cases determined by the Title IX Coordinator, confidentiality, subject the University's Discrimination and Harassment Policy (which can be found at <https://www.stlawu.edu/offices/title-ix>), and can assist in obtaining resources for reporting individuals;
6. File a report of sexual assault, domestic violence, dating violence, and/or stalking and consult the Title IX Coordinator and other appropriate University personnel for information and assistance. Reports shall be investigated in accordance with University policy. A reporting individual's identity shall remain private if that is what the reporting individual wishes, however privacy is not the same as confidentiality. Private information can be shared to implement and fulfill the University's obligations under the law and its Discrimination and Harassment Policy and related Procedures;
7. Disclose, if the accused is a University employee of the institution, the incident to Human Resources or to request that a private employee assist in reporting to Human Resources; and
8. Receive assistance from appropriate University representatives if interested in initiating legal proceedings in family court or civil court, such assistance to consist of facilitation in contacting appropriate local agencies (e.g., Renewal House), who can provide direct assistance with court proceedings.
9. Withdraw a complaint or involvement from the University processes at any time, with the understanding that in appropriate cases, the University may nonetheless be required to proceed even if the reporting individual does not wish to do so.

Information about available resources, including intervention, mental health counseling and medical services that might be available to anyone reporting an incident can be found at <https://www.stlawu.edu/offices/title-ix>. In addition, information on sexually transmitted infections and sexual assault forensic examinations can be obtained from the Health and Counseling Center, if a student, or from Canton-Potsdam Hospital or Planned Parenthood, if an employee. Certain resources are also available to victims of crimes through the New York State Office of Victim Services, <https://ovs.ny.gov/>

*Updated August 8, 2016 pursuant to New York State "Enough is Enough" legislation and subsequent guidance from the New York State Department of Education. This Policy may be amended by the University at any time. Unless otherwise provided in the amendment, amendments to this Policy will become effective upon approval.*

## **APPENDIX B: ADDENDUM RELATED TO THE PROTECTION OF MINORS**

The St. Lawrence University Nondiscrimination, Discriminatory Harassment & Sexual and Interpersonal Misconduct Policies apply to all University students, faculty, staff, and non-

University community members (where the alleged conduct arises out of University programs or activities). In any case where a known or suspected victim of Sexual Misconduct is a minor (defined in accordance with applicable law), the following policies and procedures will supplement and, in any case of conflict, supersede the standard policy:

- The institution will comply with all state mandated reporting laws relating to minors. (A Summary Guide for Mandated Reporters in New York State is available at <https://ocfs.ny.gov/publications/Pub1159/OCFS-Pub1159.pdf>)
- To the extent consistent with state law, all faculty, staff, and volunteers affiliated with the institution are **required** to report internally to the University's Title IX Coordinator any knowledge of or reasonable suspicion about sexual abuse perpetrated against a minor while on campus or in connection with any University-sponsored program or activity, regardless of where it occurs.
- Individuals who fail to comply with the internal reporting requirement will face discipline up to and including termination.
- All internal reports of alleged sexual abuse of a minor will be reviewed and investigated even if the allegations are denied by the alleged perpetrator or victim.
- When the institution receives an internal report of sexual abuse of a minor, the institution will promptly report the sexual abuse to:
  - All authorities designated under state law, such as municipal or local (i.e., non-campus) police and child protective services or a similar agency
  - The minor's parents or guardians
  - The institution's insurance carriers
- All internal reports of sexual abuse by one perpetrator against multiple minors will also be reported promptly to the University President, Risk Manager, and Board of Trustees.

## **APPENDIX C: NEW YORK STATE WORKPLACE SEXUAL HARASSMENT POLICY ADDENDUM**

### **NEW YORK STATE WORKPLACE SEXUAL HARASSMENT POLICY ADDENDUM**

In compliance with New York State law, St. Lawrence University provides for the following notifications concerning workplace sexual harassment in this Workplace Sexual Harassment Policy Addendum. The following Workplace Sexual Harassment Policy Addendum does not replace -- and is instead in addition to -- the University's Sexual Misconduct Policy (which is set forth in the Combined Discrimination and Harassment Policies and can be accessed on the University's website at the following link: <https://www.stlawu.edu/human-resources/combined-discrimination-and-harassment-policies>). This Workplace Sexual Harassment Policy Addendum applies only to alleged sexual harassment in the workplace where the recipients of the unwelcome conduct are employees, vendors, or contractors and the New York Human Rights Law employment workplace sexual harassment statutory provisions apply.

Sexual harassment is a form of sex discrimination and is unlawful under state and federal law. Sexual harassment is prohibited under the University's Sexual Misconduct Policy, and the procedures for reporting, investigating and adjudicating complaints of sexual harassment are

contained in the Sexual Misconduct Policy and the policy's Investigation and Adjudication Procedures, which can be accessed on the University's website at the following link: <https://www.stlawu.edu/title-ix/resource/procedures-under-nondiscrimination-discriminatory-harassment-and-sexual-and>).

This Workplace Sexual Harassment Policy Addendum addressing sexual harassment applies to all employees, including students employed by the University to the extent the allegations pertain to workplace sexual harassment. It also applies to individuals who are not employees of the University but are employees of contractors, subcontractors, vendors, consultants, and other persons who provide services in the University's workplace, such as interns and temporary employees.

Sexual harassment is a form of employee misconduct. Sexual harassment is defined in the University's Sexual Misconduct Policy and includes harassment on the basis of sex, sexual orientation, self-identified or perceived sex, gender expression, gender identity, and the status of being transgender. For purposes of workplace sexual harassment, a sexually harassing hostile work environment can consist of threats, derogatory comments, signs, jokes, pranks, intimidation, physical contact, violence, or other conduct which is of a sexual nature, or which is directed at an individual because of that individual's sex, where the conduct is so severe and pervasive as to alter the terms of employment for the individual subject to the harassment. Sexual harassment also occurs when a person in authority tries to trade job benefits for sexual favors. This can include hiring, promotion, continued employment or any other terms, conditions or privileges of employment. This is also called "quid pro quo" harassment. The following is a list of some of the types of acts that may constitute workplace sexual harassment:

- Physical acts of a sexual nature, such as: Touching, pinching, patting, kissing, hugging, grabbing, brushing against another employee's body or poking another employees' body; or rape, sexual battery, molestation or attempts to commit these assaults.
- Unwanted sexual advances or propositions.
- Sexually-oriented gestures, noises, remarks, jokes, or comments about a person's sexuality or sexual experience.
- Written conduct such as authoring threatening, derogatory or offensive letters, e-mails, text messages, or social media posts.
- Sexual or discriminatory displays or publications anywhere in the workplace, such as: displaying pictures, posters, calendars, graffiti, objects, promotional material, reading materials or other materials that are sexually demeaning or pornographic. This includes sexual displays on workplace computers or cell phones in the workplace.
- Sex stereotyping occurs when conduct or personality traits are considered inappropriate simply because they may not conform to other people's ideas or perceptions about how individuals of a particular sex should act or look.
- Hostile actions taken against an individual because of that individual's sex, sexual orientation, self-identified or perceived sex, gender identity, gender expression or the status of being transgender.

A University employee who is experiencing sexual harassment or suspects that another employee is being harassed may contact his/her supervisor or department head or a Responsible Administrator, listed in the Sexual Misconduct Policy. A University supervisor or manager who receives a complaint or information about workplace sexual harassment is required to take appropriate action. Appropriate action may include immediately intervening if harassment is witnessed by the supervisor or manager, and in all instances includes reporting the situation to the Title IX Coordinator. In addition to being subject to discipline if they themselves engage in sex discrimination, sexually harassing conduct, or retaliation, persons with supervisory authority over other University employees will be subject to discipline for knowingly allowing sexual harassment to continue. A reporting form is provided as an attachment to this policy that employees may use, if they wish, to submit a report of workplace sexual harassment.

In a case where the complainant and respondent are employees, the University will be disinclined to agree to a request not to proceed with an investigation or other responsive action. In all cases, the University reserves the right to take action to correct -- including to discipline -- behaviors that violate the University's professional conduct expectations even if the conduct does not violate the law. Therefore, not all situations that violate University policy will constitute a violation of the law or allow for a legal remedy. The following agencies enforce laws prohibiting sexual harassment. An individual who has experienced harassment may file a complaint with the University only or also may file a complaint with an enforcement agency.

**The New York State Division of Human Rights (DHR) enforces the Human Rights Law (HRL)**, codified as N.Y. Executive Law, art. 15, § 290 et seq., which prohibits sexual harassment in employment in New York State, and protects employees, and other individuals working in an employer's workplace. A complaint alleging a violation of the Human Rights Law may be filed either with DHR, subject to a one year statute of limitations, or in New York State Supreme Court, subject to a three year statute of limitations. Complaining internally to the University does not extend the time to file with DHR or in court. An individual does not need an attorney to file a complaint with DHR and there is no cost to file with DHR. The DHR will investigate the complaint to determine if unlawful harassment occurred and if the circumstances amount to a violation of the law. If unlawful discrimination is found after a hearing, the DHR or the court may award relief, which varies, but may include requiring the employer to take action to stop the harassment, or redress the damage caused, including reversing an unlawful employment action, paying monetary damages, attorneys' fees and civil fines. DHR's main office contact information is: NYS Division of Human Rights, One Fordham Plaza, Fourth Floor, Bronx, New York 10458, (718) 741-8400 [www.dhr.ny.gov](http://www.dhr.ny.gov). The DHR can be contacted at (888) 392-3644 or visit [dhr.ny.gov/complaint](http://dhr.ny.gov/complaint) for more information about filing a complaint. The website has a complaint form and contact information for DHR's regional offices across New York State.

The **United States Equal Employment Opportunity Commission (EEOC)** enforces federal anti-discrimination laws, including Title VII of the 1964 federal Civil Rights Act (codified as 42 U.S.C. § 2000e et seq.). An employee must file a complaint with the EEOC within 300 days from the conduct giving rise to the complaint. There is no cost to file a complaint with the EEOC. The EEOC also investigates complaints, but does not hold hearings or award relief. The EEOC may take other action including pursuing cases in federal court on behalf of complaining parties, or issuing a Right to Sue Letter that allows an individual to pursue his/her claims in federal court.

Federal courts may award remedies if discrimination is found to have occurred. The EEOC can be contacted by calling 1-800-669-4000 (1-800-669-6820 (TTY)), or visiting their website at [www.eeoc.gov](http://www.eeoc.gov) or via email at [info@eeoc.gov](mailto:info@eeoc.gov). If an individual files an administrative complaint with DHR, DHR will file the complaint with the EEOC to preserve the individual's right to proceed in federal court.

There may be additional applicable laws, including local laws, or agencies that address the topics covered by this policy. If the harassment involves physical touching, coerced physical confinement or coerced sex acts, the conduct may constitute a crime. An employee who believes that a crime has been committed, or if the employee believes he/she is in physical danger, is urged to file a report with the local police department immediately.

Individuals are reminded that no one who in good-faith makes a complaint of sexual harassment or participates in an investigation of sexual harassment -- whether an internal University process or an external enforcement agency process -- may be retaliated against. Retaliation is against University policy and it is against the law.

As noted above, this Workplace Sexual Harassment Policy Addendum supplements the Sexual Misconduct Policy (which is set forth in the Combined Discrimination and Harassment Policies). Among other applicable provisions, the provisions in the Combined Discrimination and Harassment Policies concerning Coordination with Other Policies, Designation of Authority and University Counsel, and Interpretation /Other Issues specifically will apply when reconciling any issues that may arise when both this Workplace Sexual Harassment Policy Addendum and the Sexual Misconduct Policy are applicable.

**APPENDIX A  
STUDENTS' BILL OF RIGHTS  
IN CASES INVOLVING SEXUAL ASSAULT,  
DOMESTIC/DATING VIOLENCE AND STALKING**

Pursuant to New York Law, all students 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 judicial or conduct process and/or criminal justice process free from pressure by the institution;
4. Participate in a 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 institution courteous, fair, and respectful health care and counseling services, where available;
6. 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;
7. Describe the incident to as few institution representatives as practicable and not be required to unnecessarily repeat a description of the incident;

8. Be protected from retaliation by the institution, any student, the accused and/or the respondent, and/or their friends, family and acquaintances within the jurisdiction of the institution;
9. Access to at least one level of appeal of a determination;
10. Be accompanied by an advisor of choice who may assist and advise a reporting individual, accused, or respondent throughout the judicial or conduct process including during all meetings and hearings related to such process; and
11. Exercise civil rights and practice of religion without interference by the investigative, criminal justice, or judicial or conduct process of the institution.

## RIGHTS IN CASES INVOLVING

### SEXUAL ASSAULT, DOMESTIC/DATING VIOLENCE AND STALKING

Anyone reporting an incident of sexual assault, domestic or dating violence or stalking has the right to:

1. Notify Campus Safety, Local Law Enforcement or the New York State Police.
2. Emergency access to a Title IX Coordinator or other appropriate official trained in interviewing victims of sexual assault who shall be available upon the first instance of disclosure by a reporting individual and who can provide information, including:
  1. options to proceed, including the right to make a report to Campus Safety (reports to Campus Safety are reported to the Title IX Coordinator), Local Law Enforcement, and/or the New York State Police or choose not to report; to report the incident to the University; to be protected by the University from retaliation for reporting an incident; and to receive assistance and resources from the University, as set out in the St. Lawrence University Discrimination and Harassment Policy, which can be found at <https://www.stlawu.edu/title-ix> .
  2. where applicable, the importance of preserving evidence and obtaining a sexual assault forensic examination as soon as possible;
  3. that the criminal justice process utilizes different standards of proof and evidence than the University's misconduct procedures and that any questions about whether a specific incident violated the penal law should be addressed to law enforcement or to the district attorney;
  4. whether the person they are reporting to is authorized to offer the confidentiality or privacy; and
  5. Any other reporting options.
3. If they are a student, to contact the University's Health and Counseling Center, where they may be offered confidential resources pursuant to applicable laws/University policies and can be assisted in obtaining services for reporting individuals; or to contact non-University confidential resources, including:
  1. **Canton-Potsdam Hospital**  
**315-265-3300**
  2. **Renewal House for Victims of Family Violence**

(For Students/Staff) 3 Chapel Street

M-F 8:00am-5:00pm

**1. Reachout of St. Lawrence County**

(For Students/Staff)

315-265-2422

**1. Employee Assistance Program (For Staff)**

1-800-327-2255

**1. New York State Office of Victim Services**

1-800-247-8035

<https://ovs.ny.gov>

1. Disclose confidentially the incident and obtain services from the state or local government;
2. Disclose the incident to the University's Responsible Administrators who can offer privacy or, appropriate cases determined by the Title IX Coordinator, confidentiality, subject the University's Discrimination and Harassment Policy (which can be found at <https://www.stlawu.edu/offices/title-ix>), and can assist in obtaining resources for reporting individuals;
3. File a report of sexual assault, domestic violence, dating violence, and/or stalking and consult the Title IX Coordinator and other appropriate University personnel for information and assistance. Reports shall be investigated in accordance with University policy. A reporting individual's identity shall remain private if that is what the reporting individual wishes, however privacy is not the same as confidentiality. Private information can be shared to implement and fulfill the University's obligations under the law and its Discrimination and Harassment Policy and related Procedures;
4. Disclose, if the accused is a University employee of the institution, the incident to Human Resources or to request that a private employee assist in reporting to Human Resources; and
5. Receive assistance from appropriate University representatives if interested in initiating legal proceedings in family court or civil court, such assistance to consist of facilitation in contacting appropriate local agencies (e.g., Renewal House), who can provide direct assistance with court proceedings.
6. Withdraw a complaint or involvement from the University processes at any time, with the understanding that in appropriate cases, the University may nonetheless be required to proceed even if the reporting individual does not wish to do so.

Information about available resources, including intervention, mental health counseling and medical services that might be available to anyone reporting an incident can be found at <https://www.stlawu.edu/title-ix>). In addition, information on sexually transmitted infections



and sexual assault forensic examinations can be obtained from the Health and Counseling Center, if a student, or from Canton-Potsdam Hospital or Planned Parenthood, if an employee. Certain resources are also available to victims of crimes through the New York State Office of Victim Services, <https://ovs.ny.gov/>

## **NEW YORK STATE WORKPLACE SEXUAL HARASSMENT POLICY ADDENDUM** Oct. 9, 2018

In compliance with New York State law, St. Lawrence University provides for the following notifications concerning workplace sexual harassment in this Workplace Sexual Harassment Policy Addendum. The following Workplace Sexual Harassment Policy Addendum does not replace -- and is instead in addition to -- the University's Sexual Misconduct Policy (which is set forth in the Combined Discrimination and Harassment Policies and can be accessed on the University's website at the following link: <https://www.stlawu.edu/offices/title-ix/combined-discrimination-and-harassment-policy-effective-august-14-2020>). This Workplace Sexual Harassment Policy Addendum applies only to alleged sexual harassment in the workplace where the recipients of the unwelcome conduct are employees, vendors, or contractors and the New York Human Rights Law employment workplace sexual harassment statutory provisions apply.

Sexual harassment is a form of sex discrimination and is unlawful under state and federal law. Sexual harassment is prohibited under the University's Sexual Misconduct Policy, and the procedures for reporting, investigating and adjudicating complaints of sexual harassment are contained in the Sexual Misconduct Policy and the policy's Investigation and Adjudication Procedures, which can be accessed on the University's website at the following link: <https://www.stlawu.edu/offices/title-ix>

This Workplace Sexual Harassment Policy Addendum addressing sexual harassment applies to all employees, including students employed by the University to the extent the allegations pertain to workplace sexual harassment. It also applies to individuals who are not employees of the University but are employees of contractors, subcontractors, vendors, consultants, and other persons who provide services in the University's workplace, such as interns and temporary employees.

Sexual harassment is a form of employee misconduct. Sexual harassment is defined in the University's Sexual Misconduct Policy and includes harassment on the basis of sex, sexual orientation, self-identified or perceived sex, gender expression, gender identity, and the status of being transgender. For purposes of workplace sexual harassment, a sexually harassing hostile work environment can consist of threats, derogatory comments, signs, jokes, pranks, intimidation, physical contact, violence, or other conduct which is of a sexual nature, or which is directed at an individual because of that individual's sex, where the conduct is so severe and pervasive as to alter the terms of employment for the individual subject to the harassment. Sexual harassment also occurs when a person in authority tries to trade job benefits for sexual favors. This can include hiring, promotion, continued employment or any other terms, conditions or privileges of employment. This is also called "quid pro quo" harassment. The following is a list of some of the types of acts that may constitute workplace sexual harassment:

- Physical acts of a sexual nature, such as: Touching, pinching, patting, kissing, hugging, grabbing, brushing against another employee's body or poking another employees' body; or rape, sexual battery, molestation or attempts to commit these assaults.

- Unwanted sexual advances or propositions.
- Sexually-oriented gestures, noises, remarks, jokes, or comments about a person's sexuality or sexual experience.
- Written conduct such as authoring threatening, derogatory or offensive letters, e-mails, text messages, or social media posts.
- Sexual or discriminatory displays or publications anywhere in the workplace, such as: displaying pictures, posters, calendars, graffiti, objects, promotional material, reading materials or other materials that are sexually demeaning or pornographic. This includes sexual displays on workplace computers or cell phones in the workplace.
- Sex stereotyping occurs when conduct or personality traits are considered inappropriate simply because they may not conform to other people's ideas or perceptions about how individuals of a particular sex should act or look.
- Hostile actions taken against an individual because of that individual's sex, sexual orientation, self-identified or perceived sex, gender identity, gender expression or the status of being transgender.

A University employee who is experiencing sexual harassment or suspects that another employee is being harassed may contact his/her supervisor or department head or a Responsible Administrator, listed in the Sexual Misconduct Policy. A University supervisor or manager who receives a complaint or information about workplace sexual harassment is required to take appropriate action. Appropriate action may include immediately intervening if harassment is witnessed by the supervisor or manager, and in all instances includes reporting the situation to the Title IX Coordinator. In addition to being subject to discipline if they themselves engage in sex discrimination, sexually harassing conduct, or retaliation, persons with supervisory authority over other University employees will be subject to discipline for knowingly allowing sexual harassment to continue. A reporting form is provided at [https://stlawu.qualtrics.com/jfe/form/SV\\_cRTGOWC9GWu7i8l](https://stlawu.qualtrics.com/jfe/form/SV_cRTGOWC9GWu7i8l) that employees may use, if they wish, to submit a report of workplace sexual harassment.

In a case where the complainant and respondent are employees, the University consider carefully whether it can agree to a request not to proceed with an investigation or other responsive action. In all cases, the University reserves the right to take action to correct -- including to discipline -- behaviors that violate the University's professional conduct expectations even if the conduct does not violate the law. Therefore, not all situations that violate University policy will constitute a violation of the law or allow for a legal remedy. The following agencies enforce laws prohibiting sexual harassment. An individual who has experienced harassment may file a complaint with the University only or also may file a complaint with an enforcement agency.

**The New York State Division of Human Rights (DHR) enforces the Human Rights Law (HRL)**, codified as N.Y. Executive Law, art. 15, § 290 et seq., which prohibits sexual harassment in employment in New York State, and protects employees, and other individuals working in an employer's workplace. A complaint alleging a violation of the Human Rights Law may be filed either with DHR, subject to a one year statute of limitations, or in New York State Supreme Court, subject to a three year statute of limitations. Complaining internally to the University does not extend the time to file with DHR or in court. An individual does not need an attorney to file a complaint with DHR and there is no cost to file with DHR. The DHR will investigate the complaint to determine if unlawful harassment occurred and if the circumstances amount to a violation of the law. If unlawful discrimination is found after a hearing, the DHR or

the court may award relief, which varies, but may include requiring the employer to take action to stop the harassment, or redress the damage caused, including reversing an unlawful employment action, paying monetary damages, attorneys' fees and civil fines. DHR's main office contact information is: NYS Division of Human Rights, One Fordham Plaza, Fourth Floor, Bronx, New York 10458, (718) 741-8400 <https://dhr.ny.gov/>. The DHR can be contacted at (888) 392-3644 or visit [dhr.ny.gov/complaint](https://dhr.ny.gov/complaint) for more information about filing a complaint. The website has a complaint form and contact information for DHR's regional offices across New York State.

The **United States Equal Employment Opportunity Commission (EEOC)** enforces federal anti-discrimination laws, including Title VII of the 1964 federal Civil Rights Act (codified as 42 U.S.C. § 2000e et seq.). An employee must file a complaint with the EEOC within 300 days from the conduct giving rise to the complaint. There is no cost to file a complaint with the EEOC. The EEOC also investigates complaints, but does not hold hearings or award relief. The EEOC may take other action including pursuing cases in federal court on behalf of complaining parties, or issuing a Right to Sue Letter that allows an individual to pursue his/her claims in federal court. Federal courts may award remedies if discrimination is found to have occurred. The EEOC can be contacted by calling 1-800-669-4000 (1-800-669-6820 (TTY)), or visiting their website at [www.eeoc.gov](http://www.eeoc.gov) or via email at [info@eeoc.gov](mailto:info@eeoc.gov). If an individual files an administrative complaint with DHR, DHR will file the complaint with the EEOC to preserve the individual's right to proceed in federal court.

There may be additional applicable laws, including local laws, or agencies that address the topics covered by this policy. If the harassment involves physical touching, coerced physical confinement or coerced sex acts, the conduct may constitute a crime. An employee who believes that a crime has been committed, or if the employee believes he/she is in physical danger, is urged to file a report with the local police department immediately.

Individuals are reminded that no one who in good-faith makes a complaint of sexual harassment or participates in an investigation of sexual harassment -- whether an internal University process or an external enforcement agency process -- may be retaliated against. Retaliation is against University policy and it is against the law.

As noted above, this Workplace Sexual Harassment Policy Addendum supplements the Sexual Misconduct Policy (which is set forth in the Combined Discrimination and Harassment Policies). Among other applicable provisions, the provisions in the Combined Discrimination and Harassment Policies concerning Coordination with Other Policies, Designation of Authority and University Counsel, and Interpretation /Other Issues specifically will apply when reconciling any issues that may arise when both this Workplace Sexual Harassment Policy Addendum and the Sexual Misconduct Policy are applicable.

*Updated pursuant to New York State "Enough is Enough" legislation and subsequent guidance from New York State Department of Education. This Policy may be amended by the University at any time. Unless otherwise provided in the amendment, amendments to this Policy will become effective upon approval.*

## Missing Student Policy

**To report a missing student, call Safety & Security at 315-229-5555 immediately.**

In compliance with the Higher Education Opportunity Act, it is the policy of St. Lawrence University to actively investigate any report of a missing resident who is enrolled at St. Lawrence University and residing in University-owned housing. Each resident will be notified of the Missing Student Notification Policy and Procedures through the Student Handbook.

For purposes of this policy, a student may be considered to be a “missing person” if the person’s absence is contrary to his/her usual pattern of behavior and/or unusual circumstances may have caused the absence. Such circumstances could include, but not be limited to a report or suspicion that the missing person may be the victim of foul play, has expressed suicidal thoughts, where there are concerns for drug or alcohol use, is in a life-threatening situation, or has been with persons who may endanger the student’s welfare.

Each resident is required to identify the name and contact number of the individual(s) who are a primary contact to be notified in case of an emergency or in the event that the resident is reported missing. The contact information provided by the student will be kept confidential. The Dean of Students will immediately notify the student’s primary contact as provided by the student. In the event the student is under the age of 18 and is not emancipated, the University is required to have the primary emergency contact be a custodial parent or guardian and they will be contacted immediately should the student be reported missing.

If a member of the University community has reason to believe that a student is missing, the Office of Safety & Security should immediately be notified at 5555 or 315-229-5555. Safety & Security and/or Residence Life will make reasonable efforts to locate the student to determine his or her state of health and well-being. The student’s cell phone or campus phone will be the first contact. Additional efforts may include checking the resident’s room, access control card history and campus wide account usage, class schedule, on campus vehicle, friends, coaches, and parents.

If all the above attempts to locate or establish contact with the missing student are unsuccessful, the University will contact the Village of Canton Police Department immediately and report the student as a missing person. The Vice President for Community and Employee Relations is contacted and notified of the missing student report.

Student residents planning to be absent from the campus for an extended period of time should be sure to notify friends and family with information about their whereabouts. Student residents are also cautioned to regularly check their on-campus mailbox as uncollected mail, in conjunction with other information, may cause concern that a student is missing.

## Weapons Policy

The New York State Legislature adopted the following legislation regarding firearms on campus:

**Section 265.01(3):** *“Any person who knowingly has in his possession a rifle, shotgun or firearm in or upon a building or the grounds, used for educational purposes, of any school, college or university without the written authorization of such educational institution, is guilty of a Class A Misdemeanor, and is guilty of a Class D Felony if he has previously been convicted of any crime.”*

**Section 265.06:** *“It shall be unlawful for any person age sixteen or older to knowingly possess any air-gun, spring-gun or other instrument or weapon in which the propelling force is a spring, air, piston or co2 cartridge in or upon a building or grounds, used for educational purposes, of any school, college or university, without the written authorization of such educational institution.”*

In accordance with this law, rifles, shotguns, BB guns, pellet guns, hunting bows, knives, swords, martial arts weapons, sling shots, and other weapons, as well as ammunition associated with these weapons, are prohibited on campus. Unusual or special exceptions are made only with the permission of the AVP of Safety & Security. Violations result in referral to the Student Judiciary Board, confiscation and possible loss of item in violation, and may be suspect to arrest in accordance with Section 265.01(3) or Section 265.06 as described above.

## Drug Free Schools and Communities Act

### ABOUT

#### Annual Notification of Drug and Alcohol Policies and Programs

The Drug-Free Schools and Communities Act was passed in 1989 as part of the reauthorization of the Higher Education Act and require institutions of higher education that receive federal funding to execute a drug and alcohol abuse prevention program for their campus community. As part of this, the university is required to notify all members of the campus community on an annual basis about the various prevention and education programs, resources, policies, and laws. The publication of the Drug-Free Schools and Communities Act Guide provides the campus community with information on standards of conduct, sanctions for violations, prevention programming, health risks associated with alcohol and drug use, and local, state, and federal laws related to drug and alcohol use, and on-campus and community resources that are available to students, faculty, and staff. St. Lawrence University policies related to alcohol and illicit drug use are informed by state and federal laws, such as Drug-Free Schools and Communities Act, Drug-Free Workplace Act, and Omnibus Transportation Employee Testing Act.

## **DRUG-FREE SCHOOLS AND COMMUNITIES ACT (1989) POLICY STATEMENT**

St. Lawrence University Policy Manual

St. Lawrence University does not permit or condone the illicit or unauthorized possession, use, consumption, sale, or distribution of illicit drugs and/or alcohol by students or employees on university property or as part of any university-sponsored activity. Faculty and staff who are found in violation of this policy will be subject to appropriate disciplinary action consistent with local, state, and federal laws. Such disciplinary action may include counseling, mandatory participation in an appropriate rehabilitation program, a verbal or written warning, suspension from employment, or termination of employment. In addition, faculty and staff may be referred to appropriate law enforcement authorities for prosecution.

Students who violate this policy will be charged under the St. Lawrence University Student Conduct Code of Conduct. If found responsible for their actions, students receive an appropriate sanction consistent with local, state, and federal laws, up to and including expulsion from the University. Disciplinary measures may include the required completion of an appropriate rehabilitation program. In addition, students may be referred to the proper law enforcement authorities for prosecution.

Although New York State law now permits the recreational and medical use of marijuana under certain conditions, federal law prohibits all use, possession, and/ or cultivation of marijuana at U.S. educational institutions. Federal law also requires any institution of higher education which receives federal funding to have policies in place which prohibit possession and use of marijuana on campus. Therefore, the use, possession, and/or cultivation of marijuana for medical purposes is not allowed in any St. Lawrence University residence hall or on any other St. Lawrence University property. No exceptions can be made for any student based on their possession of a medical marijuana certification, registry ID card, or any other proof of medical marijuana eligibility.

## **DRUG-FREE WORKPLACE POLICY STATEMENT**

(Employee Standards of Conduct)

St. Lawrence University Manual

The following policy was established in 1990, and re-issued in 2001, in accordance with the federal Drug-Free Workplace Act (Pub. L. No. 100-690, 5151-5160). This policy applies to all St. Lawrence University employees.

**BACKGROUND** - As St. Lawrence University is a federal grant recipient and/or a federal contractor within the meaning of the Drug-Free Workplace Act (The Act), the University is required to take steps toward maintaining, and to certify to contracting and granting federal agencies that it maintains, a drug-free workplace. In compliance with "The Act," the University adopts the following plan.

### **I. Policy:**

The University is committed to the development and maintenance of a drug-free environment. In accordance with the Drug-Free Workplace Act, the University will not tolerate the unlawful possession and use of controlled substances \* (drugs) on its premises.

The University prohibits all employees including employees engaged in the performance of work under the provisions of a federal grant or federal contract, from engaging in the unlawful manufacture, distribution, dispensation, possession, or use of controlled substances in the workplace.

## II. Guidelines:

A. Compliance as a Condition of Employment: Compliance with the provisions of this policy shall be a condition of employment at St. Lawrence University.

B. Penalties for Non-Compliance: Any employee engaged in such prohibited conduct, or convicted of a workplace drug violation, shall be subject to discipline up to and including discharge in accordance with existing laws, including where applicable under collective bargaining agreements. The University will weigh all relevant facts and circumstances in reaching a decision to discipline. The University shall retain, without regard to and independent of its decision to impose discipline, the right to require such employee to participate in and successfully complete a drug abuse assistance or rehabilitation program. Refusal to participate in, or failure to successfully complete the program, may itself be grounds for discipline.

C. Employee Obligation for Notification of Conviction: In compliance with, and as a condition of continued employment under federal contract or federal grant, any faculty, administrative, secretarial/clerical, support or service employee convicted of any criminal drug statute violation is required to notify the University within five (5) calendar days following such violation. (The term "conviction" means a finding of guilt, including a plea of nolo contendere, or imposition of sentence or both, by any judicial body charged with responsibility to determine violations of state or federal criminal drug statutes).

D. Establishment and Maintenance of a Drug-Free Workplace: Good faith efforts on the part of the University to establish and maintain a drug-free workplace will include making drug awareness educational programs available and dissemination of drug awareness information for all members of the University community, as well as implementation and enforcement of this policy. In addition, the University will apprise and review with covered employees relevant services available through the University's Employee Assistance Program (EAP).

## III. Procedures:

A. All employees, including faculty, administrative, secretarial/clerical, support, and service employees, will be notified of this policy with emphasis on the obligation for compliance as a condition of employment.

B. Application of the University's corrective discipline policy for violations of this policy and any other related questions should be directed to the Vice President for Community and Employee Relations.

C. All employees, including faculty, administrative, secretarial/clerical, support, or service employees, convicted of any criminal drug statute violation shall provide his or her supervisor, in writing, notice of such conviction within five (5) days of conviction.

D. The supervisor having knowledge or receiving notification of a conviction shall immediately provide, in writing, notice to the Director of Human Relations and Employee Labor Relations, so that proper notice can be sent to appropriate federal contracting agencies.

E. The University's Office of Human Resources through the Employee Assistance Program Office will provide assistance for employees regarding drug education and drug information.

\* Controlled substance as defined in 21U.S.C. Sec. 812, Schedules I-V, found at the following

website, or contact the Human Resources Office, Vilas G2 for a copy:

[http://straylight.law.cornell.edu/uscode/html/uscode21/usc\\_sec\\_21\\_00000812----000-.html](http://straylight.law.cornell.edu/uscode/html/uscode21/usc_sec_21_00000812----000-.html)

## STANDARDS OF CONDUCT: STUDENTS

### Alcohol Policy

*Annual Notification of Drug and Alcohol Policies and Programs: The Drug-Free Schools and Communities Act was passed in 1989 as part of the reauthorization of the Higher Education Act and requires institutions of higher education that receive federal funding to execute a drug and alcohol abuse prevention program for their campus community. As part of this, the college is required to notify all members of the campus community on an annual basis about the various prevention and education programs, resources, policies, and laws. The publication of the Drug-Free Schools and Communities Act Guide provides the campus community with information on standards of conduct, sanctions for violations, prevention programming, health risks associated with alcohol and drug use, and local, state, and federal laws related to drug and alcohol use, and on-campus and community resources that are available to students, faculty, and staff. St. Lawrence University policies related to alcohol and illicit drug use are informed by state and federal laws, such as Drug-Free Schools and Communities Act, Drug-Free Workplace Act, and Omnibus Transportation Employee Testing Act.*

The St. Lawrence University Aims and Objectives statement is the basis for understanding the goals and philosophy of the University policy for alcohol and other drugs. These objectives include “commitment to the students’ intellectual development, viewing students as whole persons, providing an environment that encourages the students’ physical and emotional well-being, and providing opportunities for ethical, social and spiritual, and aesthetic growth.”

The St. Lawrence University alcohol policy is designed to maintain a residential environment that facilitates the achievement of educational goals. The policy considers the requirements of the law, the legal obligations of individuals and the University, the quality of residential life, and the aims and objectives of St. Lawrence University. The University provides an environment that supports student development and autonomy. However, autonomy and freedom of choice exist with the expectation that students will obey New York State law<sup>1</sup> and Canton village ordinances<sup>2</sup>, and will respect the intellectual, physical and emotional health of self and others. Accordingly, students of legal drinking age may consume alcoholic beverages, in a responsible manner and in concurrence with the policies in the St. Lawrence University Student Handbook.

These goals in conjunction with New York State law and Canton village ordinances provide the foundation from which the following policies are derived.

#### 1. New York State Penal Law Guidelines

- **Legal Minimum Age:** No person shall sell, deliver or give away or cause or permit or procure to be sold, delivered or given away any alcoholic beverages to any person, actually or apparently, under the legal age of purchase (21 years old). This is a Class B Misdemeanor. Anyone under 21 is prohibited from possessing alcohol if they intend to consume it.
- **Selling or Giving Alcohol to an Intoxicated Person:** No person shall sell, deliver, give away, permit, or procure to be sold, delivered or given away, any alcoholic beverages to



any intoxicated person or any person under the influence of alcohol. Violators may be faced with a fine or a jail sentence, or both.

- **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 his 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 such intoxicated person, have caused or contributed to such intoxication; and in any such action such person shall have a right to recover actual and exemplary damages.
- **Social Host Liability:** Creates civil liability for anyone who knowingly furnishes alcoholic beverages to any intoxicated person under the legal age of purchase if the intoxication results in injury or damages to a third party.
- **Using or Possession of False Identification (ID):** Any person under the legal age of purchase who is found to have presented or offered false or fraudulent written identification of age for the purpose of purchasing or attempting to purchase alcoholic beverages may be assigned probation for a period of one year and assessed a substantial fine.
- **New York State Alcoholic Beverage Control Board:** In accordance with New York State law, it is illegal to sell alcoholic beverages or to accept donations at any event where alcoholic beverages are served without obtaining the appropriate license through the New York State Alcoholic Beverage Control Board.

## **2. Canton Village Ordinances**

No person shall have in his possession any open bottle or container containing or which previously contained liquor, beer, wine, or other alcoholic beverage while such person is on any public highway, public street, public sidewalk, or public place except those premises duly licensed for sale and consumption of alcoholic beverages on the premises, within the village of Canton, St. Lawrence County, New York, with the intent of the possessor or another person to consume any such beverage in such vehicle or public place or to perform any independently unlawful act.

Such an open bottle or open container in any vehicle shall be presumptive evidence that the same is in possession of all occupants thereof and in violation thereof.

Possession by any person of an open bottle or container which contains or previously contained liquor, beer, wine, or other alcoholic beverage shall be presumptive evidence of the consumption of such beverage by such person and of the intent of such person to consume such beverage.

The public consumption or attempted public consumption of such beverage from such open container shall be presumptive evidence that the same was possessed with the intent to consume such beverage.

### **Health Risks**

Alcohol is toxic and, if used and abused, can have serious consequences to health. Alcohol consumption has acute effects on the body and causes a number of marked changes in behavior. Even low doses significantly impair the judgment and the coordination required to drive a vehicle safely, increasing the likelihood that a driver will be involved in an accident. Low to moderate doses of alcohol also increase the incidence of a variety of aggressive acts, including personal abuse, as well as dangerous risk-taking behaviors. Moderate to high doses of alcohol impair high mental functions, severely altering a person's ability to learn and remember information. Very high doses can cause respiratory depression and death.

If combined with other depressants of the central nervous system, much lower doses of alcohol can be fatal.

Alcohol-related automobile accidents are the number one cause of death among people ages 15 to 24. Approximately 50 percent of all youthful deaths from drowning, fires, suicides, and homicides are alcohol-related.

### **Division of Student Life Notification**

Repeated intoxication, antisocial behavior or an inability to pursue one's own education may result from problem drinking and may indicate chemical dependency. Students are encouraged and may be required to resolve their drug or alcohol problems with a professional counselor on or off campus. **The vice president and dean of student life or their designee may notify the parents or guardian of a student's alcohol or drug problem.** In some instances, a student may be required to withdraw from school and will not be permitted to return until successful resolution of the substance problem is documented to the satisfaction of the University.

A student who is transported to the hospital for endangerment due to alcohol intake will be required to attend an alcohol intervention meeting with a member of the Student Life staff. A summary of the incident may be sent to the student's parents or guardian.

### **St. Lawrence University Student Alcohol Policy**

#### **A. General Regulations**

1. **Intoxication:** Intoxication and/or alcohol misuse (including drinking contests, such as but not limited to Flip Cup, Beer Pong, Kings, Funnels, Stump, Card games which promote high risk drinking, and all related materials associated with drinking games or contests such as tables, cups, etc. being used as a component of a drinking game/contests) are prohibited and do not constitute an excuse for irresponsible behavior or misconduct. Disorderly conduct, property destruction, intimidation or other infringements on the rights of others as a result of alcohol are prohibited.
2. **Kegs, Bars, and Mini Kegs:** Kegs, bars, and mini kegs are not permitted on or in University property or in the possession of recognized University organizations except when used by licensed caterers operating with proper University authorization.
3. **Funding:** No St. Lawrence University organization may use organizational funds to purchase alcoholic beverages.
4. **Medical Attention (Good Samaritan):** The health and safety of students is a top priority. No punitive or disciplinary action will be taken against students as a result of them seeking treatment or other medical attention for themselves or for another student who takes ill as a result of alcohol consumption.

#### **B. Alcohol in Residential Areas**

1. **First-Year Colleges:** The possession or consumption of alcoholic beverages is prohibited at all times in the public areas of first-year colleges (common areas, TV lounges, study areas, hallways).
2. **Greek Houses:** Each fraternity and sorority (including local organizations) at St. Lawrence University is expected to follow national dry house guidelines.
3. **Student Rooms:** Individuals under 21 years of age are not permitted to possess or consume alcoholic beverages in rooms.
4. **Excessive empty alcohol bottles and cans** will be reviewed on a case by case situation following a first warning.
5. **Upperclass Residence Halls, Theme Cottages:** Individuals who are 21 years or older are permitted to consume alcoholic beverages in a responsible manner in the lounges of these residential buildings in accordance with the St. Lawrence Alcohol Policy. All parties in

public spaces must be registered. (See Section D below—Procedures and Regulations for Organizational Events, Specific Guidelines.) When unauthorized alcohol and its paraphernalia are found, they will be confiscated and disposed of, and disciplinary consequences will follow.

**C. Academic, Administrative Buildings, Athletic Facilities (on & off campus), Dining Facilities, Libraries, Student Center, and Campus Grounds**

1. The possession or consumption of alcoholic beverages is prohibited at all times in and around any academic, administrative building, athletic facility (on & off campus), dining facilities, libraries, or student center (unless part of a University sanctioned event approved by the Executive Director of Finance).
2. Open containers are allowed outside on the campus grounds in areas designated for a registered or catered event or approved by the University. For the purposes of this policy, the Quad, Creasy Commons, the BBQ pit, and the immediate outside perimeter of upperclass residence halls (Theme Houses, Townhouses, Sykes, Dean-Eaton, Kirk Douglas Hall, Hulett and Jencks) are approved areas for of-age students.

**D. Procedures and Regulations for Organizational Events**

***General Guidelines***

1. All gatherings of 10 or more persons where alcohol is consumed must be registered and approved in advance by the Office of Student Activities and Leadership.
2. Alcohol at registered events must be limited to beer, cider and/or wine.
3. Times available to host an event are Friday 5 p.m. through Sunday 2 a.m.
4. An event is limited to a maximum of 4 hours.
5. Individuals 21 years and older must bring their own alcohol if they wish to consume alcohol. The University will regulate the amount of alcohol which will be permitted per person.
6. Persons at least 21 years old are eligible to consume alcoholic beverages and must be identified by a marking system, and only those individuals are permitted to consume and/or possess alcohol in accordance with New York State law.
7. No social event shall include any form of alcohol misuse such as drinking contests— includes, but is not limited to, Flip Cup, Beer Pong, Kings, and Funnels— which promote high risk drinking, and all related materials associated with drinking games or contests such as tables, cups, mini kegs, etc. being used as a component of a drinking game/contest.
  - a. Students and Student Organizations may not promote discounted or free alcohol at any social events.
8. The responsibility for a party rests with the sponsoring organization and/or individual(s). **Social hosts must be TIPS (Training for Intervention Procedures) trained and 21 years of age or older.**

**Specific Guidelines**

**1. Events**

- a. All events must have completed the registration process with the Office of Student Activities and Leadership no less than two (2) weeks prior to the event, including those at which alcohol is served and are defined as special events.
- b. The maximum number of individuals permitted shall be guided by the applicable fire code regulations and under the advisement of the Assistant Vice President for Safety & Security.
- c. An approved party must have trained individuals to supervise the events. These monitors must be TIPS (Training for Intervention Procedures) trained and certified by a certified

TIPS trainer. The Office of Student Activities and Leadership will determine the number of outside monitors. Training will include knowledge of state, local and University alcohol regulations. Alcohol consumption by monitors prior to and during the event is prohibited – violation of this rule will result in disciplinary action for the individual and organization.

- d. Social hosts may not consume alcohol prior to and during the event – violation of this rule will result in disciplinary action for the individual and organization.
- e. Reasonable amounts of solid food and non-alcoholic beverages must be available. The Office of Student Activities and Leadership in conjunction with Dining Services will determine reasonable amounts.
- f. When unauthorized alcohol and its paraphernalia are found, they will be confiscated and disposed of, and disciplinary consequences will follow.

## 2. Special events

- a. **Definition** – Outdoor events and/or guest lists greater than 100 students (including organization members).
- b. An outdoor party shall be so defined when the main area of entertainment is on the grounds, or in common outdoor spaces on campus; i.e. the Quad, behind Whitman, etc. It shall be the duty of the leader of each organization to notify the neighbors of any forthcoming outdoor parties. Sponsoring organizations are reminded that neighbors should be considered when music levels are established.
- c. Special events must be registered with the Office of Student Activities and Leadership no less than two (2) weeks in advance.
- d. The sponsoring individual and/or organization must work in conjunction with the Office of Student Activities and Leadership and the Assistant Vice President for Safety & Security to create a safe and secure environment for the event.

## E. Enforcement

1. **Administration:** Primary responsibility for administration of the University Alcohol Policy rests with the Student Activities and Leadership staff, Residence Life staff, community assistants, Greek house officers, theme house coordinators, security, and the vice president and dean of student life although all students and members of the St. Lawrence University community have a responsibility to support New York State laws, Canton Village ordinances and University policy.
2. **Violations:** A violation of the University's alcohol policy may be handled in several ways. A first time, minor violation typically will be referred to the Residence Life office. A second or third violation will typically be referred to the Student Judiciary Board (if a matter is referred to the Student Judiciary Board, the Board will be given access to information regarding prior violations by the student). A fourth violation typically will result in removal from campus, suspension and/or expulsion imposed by the vice president and dean of student life. However, in any given case, the vice president and dean of student life may decide that, based on the circumstances, a different course of action (e.g., referral to the Student Judiciary Board or suspension for a first offense, etc.) is warranted, and that course of action will be taken.

**In cases of violations by student organizations or groups, both the student organization and the individual student leaders of the organization will be subject to disciplinary sanctions.**

3. **Penalties:** Possible penalties for violations of the St. Lawrence Alcohol Policy include, but are not limited to: formal warnings, fines, social or disciplinary probation, required

disciplinary service, and suspension or expulsion from St. Lawrence University, or any other penalty provided for under clause XI of the Student Judiciary Board Constitution.

## **Drug Policy (illegal drugs and misuse of prescription drugs)**

### **Drug Policy (illegal drugs and misuse of prescription drugs)**

*Annual Notification of Drug and Alcohol Policies and Programs*

*The Drug-Free Schools and Communities Act was passed in 1989 as part of the reauthorization of the Higher Education Act and require institutions of higher education that receive federal funding to execute a drug and alcohol abuse prevention program for their campus community. As part of this, the university is required to notify all members of the campus community on an annual basis about the various prevention and education programs, resources, policies, and laws. The publication of the Drug-Free Schools and Communities Act Guide provides the campus community with information on standards of conduct, sanctions for violations, prevention programming, health risks associated with alcohol and drug use, and local, state, and federal laws related to drug and alcohol use, and on-campus and community resources that are available to students, faculty, and staff. St. Lawrence University policies related to alcohol and illicit drug use are informed by state and federal laws, such as Drug-Free Schools and Communities Act, Drug-Free Workplace Act, and Omnibus Transportation Employee Testing Act.*

*Although New York State law now permits the recreational and medical use of marijuana under certain conditions, federal law prohibits all use, possession, and/or cultivation of marijuana at U.S. educational institutions. Federal law also requires any institution of higher education which received federal funding to have policies in place which prohibit possession and use of marijuana on campus.*

### **Illegal drugs and misuse of prescription drugs**

St. Lawrence University does not permit or condone the illicit or unauthorized possession, use, consumption, sale, or distribution of illicit drugs and/or alcohol by students or employees on university property or as part of any university-sponsored activity. Faculty and staff who are found in violation of this policy will be subject to appropriate disciplinary action consistent with local, state, and federal laws. Such disciplinary action may include counseling, mandatory participation in an appropriate rehabilitation program, a verbal or written warning, suspension from employment, or termination of employment. In addition, faculty and staff may be referred to appropriate law enforcement authorities for prosecution. Students who violate this policy will be charged under the St. Lawrence University Student Conduct Code of Conduct. If found responsible for their actions, students receive an appropriate sanction consistent with local, state, and federal laws, up to and including expulsion from the University. Disciplinary measures may include the required completion of an appropriate rehabilitation program. In addition, students may be referred to the proper law enforcement authorities for prosecution.

#### **A. Use**

St. Lawrence University prohibits the use and possession of controlled substances/illegal drugs and/or marijuana. St. Lawrence University campus is not a sanctuary, and University authorities will cooperate fully with law enforcement agencies.

The possession, use, sale, or transfer of controlled substances/illegal drugs and/or marijuana, as defined under New York State Penal Law, is incompatible with the University expectations of student responsibility and is therefore prohibited.

Any student found to be in violation of the above is subject to the decision of the St. Lawrence University Student Judiciary Board and/or the vice president and dean of student life or designee.

**Present New York State statutes referent to illegal drugs states in part:**

1. Use and possession of controlled substances/illegal drugs is a misdemeanor and/or a felony and is therefore prohibited.
2. Possession of small quantities of marijuana is a violation and punishable by a fine.
3. Sale and/or gift of marijuana is a misdemeanor and punishable by not more than 3 months in jail or a fine.
4. Possession of larger amounts of marijuana is punishable by possible jail sentences.

**B. Sales**

Students who sell or otherwise make illegal drugs available adversely affect the lives of those around them. When the vice president and dean of student life has reason to believe a student is selling or otherwise making available to others illegal drugs, they may immediately suspend that student. The case will then be reviewed by the Dean's Panel within 30 days of the date of suspension or be referred to civil authority.

**C. Health Risks Associated with Drug Use**

Drugs interfere with the brain's ability to take in, sort, and synthesize information. They distort perception which can lead users to harm themselves or others. Drug use also affects sensation and impairs memory. In addition to these general effects, risks associated with particular types of drugs are discussed below:

**Cocaine/Crack:** Cocaine stimulates the central system. Its immediate effects include dilated pupils and elevated blood pressure, heart rate, respiratory rate, and body temperature. Occasional use can cause a stuffy or runny nose, while chronic use can ulcerate the mucous membrane of the nose. Injecting cocaine with contaminated equipment can cause HIV infection, hepatitis, and other diseases. Preparation of freebase, which involves the use of volatile solvents, can result in death or injury from fire or explosion. Cocaine can produce psychological and physical dependency, a feeling that the user cannot function without the drug. In addition, tolerance develops rapidly, thus leading to higher and higher doses to produce the desired effect.

Crack or freebase rock is a purified form of cocaine that is smoked. Crack is far more addictive than heroin or barbiturates. Repeated use of crack can lead to addiction within a few days. Once addicted, many users have turned to stealing, prostitution, and drug dealing in order to support their habit. The effects of crack are felt within 10 seconds. The physical effects include dilated pupils, increased pulse rate, elevated blood pressure, insomnia, loss of appetite, hallucinations, paranoia and seizures. Continued use can produce violent behavior and psychotic states similar to schizophrenia.

Cocaine in any form, but particularly as crack, can cause sudden death from cardiac arrest or respiratory failure.

**Marijuana:** Marijuana use causes a substantial increase in the heart rate, bloodshot eyes, a dry mouth and throat, increased appetite, and may impair short-term memory and comprehension, alter sense of time, and reduce ability to perform tasks requiring concentration and coordination, such as driving a car. Research also shows that motivation and cognition may be altered, making learning difficult. When marijuana contains two percent THC, it can cause severe psychological damage, including paranoia and psychosis. Since the early 1980s, most marijuana has contained from four to six percent THA-two or three times the amount capable of causing serious damage.

Marijuana smoke contains more cancer-causing agents than tobacco smoke. Because users often inhale the unfiltered smoke deeply and then hold it in their lungs as long as possible, marijuana is damaging to the lungs and pulmonary system.

Long-term users of marijuana may develop psychological dependence and require more of the drug to get the same effect. The drug can become the center of their lives.

**Narcotics:** Narcotics such as heroin, codeine, and morphine initially produce a feeling of euphoria that often is followed by drowsiness, nausea, and vomiting. Users also may experience constricted pupils, watery eyes, and itching. An overdose may produce slow and shallow breathing, clammy skin, convulsions, coma, and possible death.

Tolerance to narcotics develops rapidly and dependence is likely. The use of contaminated syringes may result in disease such as HIV infection, endocarditis, and hepatitis. Addiction in pregnant women can lead to premature, stillborn, or addicted infants who experience severe withdrawal symptoms.

**Heroin:** People who use heroin report feeling a "rush" (euphoria) accompanied by effects that include: dry mouth, flushing of the skin, heavy feelings in the hands and feet, clouded mental functioning, going "on the nod," a back-and-forth state of being conscious and semi-conscious people who use heroin over the long term may develop: collapsed veins, infection of the heart lining and valves' abscesses (swollen tissue filled with pus), constipation and stomach cramping, liver or kidney disease, lung complications, including various types of pneumonia.

In addition to the effects of the drug itself, street heroin often contains dangerous chemicals that can clog blood vessels leading to the lungs, liver, kidneys, or brain, causing permanent damage. Also, sharing drug injection equipment and having impaired judgment from drug use can increase the risk of contracting infectious diseases such as HIV and hepatitis (see "Injection Drug Use, HIV, and Hepatitis").

People who inject drugs such as heroin are at high risk of contracting the HIV and hepatitis C (HCV) virus. These diseases are transmitted through contact with blood or other bodily fluids, which can occur when sharing needles or other injection drug use equipment. HCV is the most common bloodborne infection in the United States. HIV (and less often HCV) can also be contracted during unprotected sex, which drug use makes more likely.

An overdose occurs when the person uses too much of a drug and has a toxic reaction that results in serious, harmful symptoms or death.

When people overdose on heroin, their breathing often slows or stops. This can decrease the amount of oxygen that reaches the brain, a condition called hypoxia. Hypoxia can have short- and long-term mental effects and effects on the nervous system, including coma and permanent brain damage. Source: National Institute on Drug Abuse [Publications-drug facts/heroin](#)

**Amphetamines/other Stimulants:** Amphetamines (speed, uppers), methamphetamines, and other stimulants can cause increased heart and respiratory rates, elevated blood pressure, dilated pupils, and decreased appetite. In addition, users may experience sweating, headache, blurred vision, dizziness, sleeplessness, and anxiety. Extremely high doses can cause a rapid or irregular heartbeat, tremors, loss of coordination, and even physical collapse. An amphetamine injection creates a sudden increase in blood pressure that can result in stroke, very high fever, or heart failure. Extremely high doses of amphetamines can cause rapid or irregular heartbeat, tremors, loss of coordination, and physical collapse.

In addition to the physical effects caused by the amphetamines, users report feeling restless, anxious, and moody. Higher doses intensify the effects. Persons who use large amounts of amphetamines over a long period of time can develop an amphetamine psychosis that includes hallucinations, delusions, and paranoia.

**Barbiturates/other Depressants:** Barbiturates (downers), methaqualone (Quaaludes), tranquilizers (Valium), and other depressants have many of the same effects as alcohol. Small amounts can produce calmness and relaxed muscles, but somewhat larger doses can cause slurred speech, staggering, and altered perception. Very large doses can cause respiratory depression, coma, and death. The combination of depressants and alcohol can multiply the effects of the drugs, thereby multiplying the risks.

The use of depressants can cause both physical and psychological dependence. Regular use over time may result in a tolerance to the drug, leading the user to increase the quantity consumed. When regular users suddenly stop taking large doses, they may develop withdrawal symptoms ranging from restlessness, insomnia, and anxiety, to convulsions and death.

Babies born to mothers who abuse depressants during pregnancy may be physically dependent on the drugs and show withdrawal symptoms shortly after they are born. Birth defects and behavioral problems also may result.

**Hallucinogens:** Phencyclidine (PCP, Angel Dust) interrupts the functions of the part of the brain that controls the intellect that keeps instincts in check. Because the drug blocks pain receptors, violent PCP episodes may result in self-inflicted injuries. The effects of PCP are unpredictable and can vary, but users frequently report a sense of distance and estrangement. Time and body movement are slowed down. Muscular coordination worsens and senses are dulled. Speech is blocked and incoherent. Chronic users of PCP report persistent memory problems and speech difficulties. Mood disorders, depression, anxiety, and violent behavior also occur. In later stages of chronic use, users often exhibit paranoid and violent behavior and experience hallucinations. Large doses may produce convulsions and coma, as well as heart and lung failure.

Lysergic acid (LSD, Acid), mescaline, and psilocybin (mushrooms) cause illusions and hallucinations. The physical effects may include dilated pupils, elevated body temperature, increased heart rate and blood pressure, loss of appetite, sleeplessness, and tremors. Sensations and feelings may change rapidly. It is common to have a bad psychological reaction to LSD, mescaline, and psilocybin. The user may experience panic, confusion, suspicion, anxiety, and loss of control. Delayed effects, or flashbacks, can occur even after use has ceased.

**Designer Drugs:** “Designer drugs” are produced by underground chemists who attempt to avoid legal definitions of controlled substances by altering their molecular structure. These drugs can be several hundred times stronger than the drugs they are designed to imitate. Some of the designer drugs have been known to cause permanent brain damage with a single dose.

Many of the so-called designer drugs are related to amphetamines and have mild stimulant properties but are mostly euphorants. They can cause nausea, blurred vision, chills or sweating, and faintness. Psychological effects include anxiety, depression, and paranoia. As little as one dose can cause severe neurochemical brain damage. Narcotic designer drugs can cause symptoms such as those in Parkinson’s disease: uncontrollable tremors, drooling, impaired speech, paralysis, and irreversible brain damage.

**Inhalants:** The immediate negative effects of inhalants (laughing gas, whippets) include nausea, sneezing, coughing, nosebleeds, fatigue, lack of coordination, and loss of appetite. Solvents and aerosol sprays also decrease the heart and respiratory rates and impair judgment. Amuyl and butyl nitrite cause rapid pulse, headaches, and involuntary passing of urine and feces. Long-term use may result in hepatitis or brain damage.

Deeply inhaling the vapors, or using large amounts over a short time, may result in disorientation, violent behavior, unconsciousness, or death. High concentrations of inhalants can cause suffocation by displacing the oxygen in the lungs or by depressing the central nervous system to the point that breathing stops.



Long-term use can cause weight loss, fatigue, electrolyte imbalance, and muscle fatigue. Repeated sniffing of concentrated vapors over time can permanently damage the nervous system.

**Anabolic Steroids:** Steroid users subject themselves to more than 70 side effects, from liver cancer to acne and including psychological as well as physical reactions. The liver and the cardiovascular and reproductive systems are most seriously affected by steroid use. In males, use can cause withered testicles, sterility, and impotence. In females, irreversible masculine traits can develop along with breast reduction and sterility. Physical effects in both sexes include jaundice, purple or red spots on the body, swelling of feet or lower legs, trembling, unexplained darkening of the skin, and persistent unpleasant breath odor. Psychological effects in both sexes include very aggressive behavior known as “roid rage” and depression. While some side effects appear quickly, others, such as heart attacks and strokes, may not show up for years.

## **GOOD SAMARTIAN POLICY – MEDICAL AMNESTY POLICY**

Medical Attention (Good Samaritan): The health and safety of students is a top priority. No punitive or disciplinary action will be taken against students as a result of them seeking treatment or other medical attention for themselves or for another student who takes ill as a result of alcohol consumption.

## **SANCTIONING GUIDELINES**

### **Enforcement**

1. Administration: Primary responsibility for administration of the University Alcohol Policy rests with the Student Activities and Leadership staff, Residence Life staff, community assistants, Greek house officers, theme house coordinators, security, and the vice president and dean of student life although all students and members of the St. Lawrence University community have a responsibility to support New York State laws, Canton Village ordinances and University policy.

2. Violations: A violation of the University’s alcohol policy may be handled in several ways. A first time, minor violation typically will be referred to the Residence Life office. A second or third violation will typically be referred to the Student Judiciary Board (if a matter is referred to the Student Judiciary Board, the Board will be given access to information regarding prior violations by the student). A fourth violation typically will result in removal from campus, suspension and/or expulsion imposed by the vice president and dean of student life. However, in any given case, the vice president and dean of student life may decide that, based on the circumstances, a different course of action (e.g., referral to the Student Judiciary Board or suspension for a first offense, etc.) is warranted, and that course of action will be taken. In cases of violations by student organizations or groups, both the student organization and the individual student leaders of the organization will be subject to disciplinary sanctions.

3. Penalties: Possible penalties for violations of the St. Lawrence Alcohol Policy include, but are not limited to: formal warnings, fines, social or disciplinary probation, required disciplinary service, and suspension or expulsion from St. Lawrence University, or any other penalty provided for under clause XI of the Student Judiciary Board Constitution.

## Employee-Specific Sanctioning Guidelines

### Penalties for Non-Compliance:

Any employee engaged in such prohibited conduct, or convicted of a workplace drug violation, shall be subject to discipline up to and including discharge in accordance with existing laws, including where applicable under collective bargaining agreements. The University will weigh all relevant facts and circumstances in reaching a decision to discipline. The University shall retain, without regard to and independent of its decision to impose discipline, the right to require such employee to participate in and successfully complete a drug abuse assistance or rehabilitation program. Refusal to participate in, or failure to successfully complete the program, may itself be grounds for discipline.

C. Employee Obligation for Notification of Conviction: In compliance with, and as a condition of continued employment under federal contract or federal grant, any faculty, administrative, secretarial/clerical, support or service employee convicted of any criminal drug statute violation is required to notify the University within five (5) calendar days following such violation. (The term "conviction" means a finding of guilt, including a plea of nolo contendere, or imposition of sentence or both, by any judicial body charged with responsibility to determine violations of state or federal criminal drug statutes).

D. Establishment and Maintenance of a Drug-Free Workplace: Good faith efforts on the part of the University to establish and maintain a drug-free workplace will include making drug awareness educational programs available and dissemination of drug awareness information for all members of the University community, as well as implementation and enforcement of this policy. In addition, the University will apprise and review with covered employees relevant services available through the University's Employee Assistance Program (EAP).

### III. Procedures:

A. All employees, including faculty, administrative, secretarial/clerical, support, and service employees, will be notified of this policy with emphasis on the obligation for compliance as a condition of employment.

B. Application of the University's corrective discipline policy for violations of this policy and any other related questions should be directed to the Vice President for Community and Employee Relations.

C. All employees, including faculty, administrative, secretarial/clerical, support, or service employees, convicted of any criminal drug statute violation shall provide his or her supervisor, in writing, notice of such conviction within five (5) days of conviction.

D. The supervisor having knowledge or receiving notification of a conviction shall immediately provide, in writing, notice to the Director of Human Resources and Labor Relations so that proper notice can be sent to appropriate federal contracting agencies.

E. The University's Office of Human Resources through the Employee Assistance Program Office will provide assistance for employees regarding drug education and drug information.\*

Controlled substance as defined in 21U.S.C. Sec. 812, Schedules I-V, found at the following website, or contact the Human Resources Office, Vilas G2 for a copy: [http://straylight.law.cornell.edu/uscode/html/uscode21/usc\\_sec\\_21\\_00000812----000-.html](http://straylight.law.cornell.edu/uscode/html/uscode21/usc_sec_21_00000812----000-.html)

## HEALTH RISKS ASSOCIATED WITH ALCOHOL AND OTHER DRUG USE

Health Risks Associated with Drug Use Drugs interfere with the brain's ability to take in, sort, and synthesize information. They distort perception which can lead users to harm themselves or others. Drug use also affects sensation and impairs memory. In addition to these general effects, risks associated with particular types of drugs are discussed below:

**Cocaine/Crack:** Cocaine stimulates the central system. Its immediate effects include dilated pupils and elevated blood pressure, heart rate, respiratory rate, and body temperature. Occasional use can cause a stuffy or runny nose, while chronic use can ulcerate the mucous membrane of the nose. Injecting cocaine with contaminated equipment can cause HIV infection, hepatitis, and other diseases. Preparation of freebase, which involves the use of volatile solvents, can result in death or injury from fire or explosion. Cocaine can produce psychological and physical dependency, a feeling that the user cannot function without the drug. In addition, tolerance develops rapidly, thus leading to higher and higher doses to produce the desired effect. Crack or freebase rock is a purified form of cocaine that is smoked. Crack is far more addictive than heroin or barbiturates. Repeated use of crack can lead to addiction within a few days. Once addicted, many users have turned to stealing, prostitution, and drug dealing in order to support their habit. The effects of crack are felt within 10 seconds. The physical effects include dilated pupils, increased pulse rate, elevated blood pressure, insomnia, loss of appetite, hallucinations, paranoia and seizures. Continued use can produce violent behavior and psychotic states similar to schizophrenia. Cocaine in any form, but particularly as crack, can cause sudden death from cardiac arrest or respiratory failure.

**Marijuana:** Marijuana use causes a substantial increase in the heart rate, bloodshot eyes, a dry mouth and throat, increased appetite, and may impair short-term memory and comprehension, alter sense of time, and reduce ability to perform tasks requiring concentration and coordination, such as driving a car. Research also shows that motivation and cognition may be altered, making learning difficult. When marijuana contains two percent THC, it can cause severe psychological damage, including paranoia and psychosis. Since the early 1980s, most marijuana has contained from four to six percent THA-two or three times the amount capable of causing serious damage. Marijuana smoke contains more cancer-causing agents than tobacco smoke. Because users often inhale the unfiltered smoke deeply and then hold it in their lungs as long as possible, marijuana is damaging to the lungs and pulmonary system. Long-term users of marijuana may develop psychological dependence and require more of the drug to get the same effect. The drug can become the center of their lives.

**Narcotics:** Narcotics such as heroin, codeine, and morphine initially produce a feeling of euphoria that often is followed by drowsiness, nausea, and vomiting. Users also may experience constricted pupils, watery eyes, and itching. An overdose may produce slow and shallow breathing, clammy skin, convulsions, coma, and possible death. Tolerance to narcotics develops rapidly and dependence is likely. The use of contaminated syringes may result in disease such as HIV infection, endocarditis, and hepatitis. Addiction in pregnant women can lead to premature, stillborn, or addicted infants who experience severe withdrawal symptoms.

**Heroin:** People who use heroin report feeling a "rush" (euphoria) accompanied by effects that include: dry mouth, flushing of the skin, heavy feelings in the hands and feet, clouded mental functioning, going "on the nod," a back-and-forth state of being conscious and semi-conscious people who use heroin over the long term may develop: collapsed veins, infection of the heart lining and valves' abscesses (swollen tissue filled with pus), constipation and stomach cramping, liver or kidney disease, lung complications, including various types of pneumonia In addition to

the effects of the drug itself, street heroin often contains dangerous chemicals that can clog blood vessels leading to the lungs, liver, kidneys, or brain, causing permanent damage. Also, sharing drug injection equipment and having impaired judgment from drug use can increase the risk of contracting infectious diseases such as HIV and hepatitis (see "Injection Drug Use, HIV, and Hepatitis"). People who inject drugs such as heroin are at high risk of contracting the HIV and hepatitis C (HCV) virus. These diseases are transmitted through contact with blood or other bodily fluids, which can occur when sharing needles or other injection drug use equipment. HCV is the most common bloodborne infection in the United States. HIV (and less often HCV) can also be contracted during unprotected sex, which drug use makes more likely. An overdose occurs when the person uses too much of a drug and has a toxic reaction that results in serious, harmful symptoms or death. When people overdose on heroin, their breathing often slows or stops. This can decrease the amount of oxygen that reaches the brain, a condition called hypoxia. Hypoxia can have short- and long-term mental effects and effects on the nervous system, including coma and permanent brain damage.

Source: National Institute on Drug Abuse Publications-drug facts/heroin Amphetamines/other Stimulants: Amphetamines (speed, uppers), methamphetamines, and other stimulants can cause increased heart and respiratory rates, elevated blood pressure, dilated pupils, and decreased appetite. In addition, users may experience sweating, headache, blurred vision, dizziness, sleeplessness, and anxiety. Extremely high doses can cause a rapid or irregular heartbeat, tremors, loss of coordination, and even physical collapse. An amphetamine injection creates a sudden increase in blood pressure that can result in stroke, very high fever, or heart failure. Extremely high doses of amphetamines can cause rapid or irregular heartbeat, tremors, loss of coordination, and physical collapse. In addition to the physical effects caused by the amphetamines, users report feeling restless, anxious, and moody. Higher doses intensify the effects. Persons who use large amounts of amphetamines over a long period of time can develop an amphetamine psychosis that includes hallucinations, delusions, and paranoia.

Barbiturates/other Depressants: Barbiturates (downers), methaqualone (Quaaludes), tranquilizers (Valium), and other depressants have many of the same effects as alcohol. Small amounts can produce calmness and relaxed muscles, but somewhat larger doses can cause slurred speech, staggering, and altered perception. Very large doses can cause respiratory depression, coma, and death. The combination of depressants and alcohol can multiply the effects of the drugs, thereby multiplying the risks. The use of depressants can cause both physical and psychological dependence. Regular use over time may result in a tolerance to the drug, leading the user to increase the quantity consumed. When regular users suddenly stop taking large doses, they may develop withdrawal symptoms ranging from restlessness, insomnia, and anxiety, to convulsions and death. Babies born to mothers who abuse depressants during pregnancy may be physically dependent on the drugs and show withdrawal symptoms shortly after they are born. Birth defects and behavioral problems also may result.

Hallucinogens: Phencyclidine (PCP, Angel Dust) interrupts the functions of the part of the brain that controls the intellect that keeps instincts in check. Because the drug blocks pain receptors, violent PCP episodes may result in self-inflicted injuries. The effects of PCP are unpredictable and can vary, but users frequently report a sense of distance and estrangement. Time and body movement are slowed down. Muscular coordination worsens and senses are dulled. Speech is blocked and incoherent. Chronic users of PCP report persistent memory problems and speech difficulties. Mood disorders, depression, anxiety, and violent behavior also occur. In later stages of chronic use, users often exhibit paranoid and violent behavior and experience hallucinations. Large doses may produce convulsions and coma, as well as heart and lung failure.

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Designer Drugs: “Designer drugs” are produced by underground chemists who attempt to avoid legal definitions of controlled substances by altering their molecular structure. These drugs can be several hundred times stronger than the drugs they are designed to imitate. Some of the designer drugs have been known to cause permanent brain damage with a single dose. Many of the so-called designer drugs are related to amphetamines and have mild stimulant properties but are mostly euphorants. They can cause nausea, blurred vision, chills or sweating, and faintness. Psychological effects include anxiety, depression, and paranoia. As little as one dose can cause severe neurochemical brain damage. Narcotic designer drugs can cause symptoms such as those in Parkinson’s disease: uncontrollable tremors, drooling, impaired speech, paralysis, and irreversible brain damage.

Inhalants: The immediate negative effects of inhalants (laughing gas, whippets) include nausea, sneezing, coughing, nosebleeds, fatigue, lack of coordination, and loss of appetite. Solvents and aerosol sprays also decrease the heart and respiratory rates and impair judgment. Amuyl and butyl nitrite cause rapid pulse, headaches, and involuntary passing of urine and feces. Long-term use may result in hepatitis or brain damage. Deeply inhaling the vapors, or using large amounts over a short time, may result in disorientation, violent behavior, unconsciousness, or death. High concentrations of inhalants can cause suffocation by displacing the oxygen in the lungs or by depressing the central nervous system to the point that breathing stops. Long-term use can cause weight loss, fatigue, electrolyte imbalance, and muscle fatigue. Repeated sniffing of concentrated vapors over time can permanently damage the nervous system.

Anabolic Steroids: Steroid users subject themselves to more than 70 side effects, from liver cancer to acne and including psychological as well as physical reactions. The liver and the cardiovascular and reproductive systems are most seriously affected by steroid use. In males, use can cause withered testicles, sterility, and impotence. In females, irreversible masculine traits can develop along with breast reduction and sterility. Physical effects in both sexes include jaundice, purple or red spots on the body, swelling of feet or lower legs, trembling, unexplained darkening of the skin, and persistent unpleasant breath odor. Psychological effects in both sexes include very aggressive behavior known as “roid rage” and depression. While some side effects appear quickly, others, such as heart attacks and strokes, may not show up for years.

Researchers from the National Institute on Alcohol Abuse and Alcoholism provided the following information that is representative of reported experiences from the 18 - 24-year-old university population (yearly):

Academic Problems - • ~1:4 students reported academic consequences from drinking, including missing class, falling behind, poor grades of exams/papers, and lower grades overall.

Assault - ~696,000 students are assaulted by another student who has been drinking.

Sexual Assault - ~ 20 percent of university students meet the criteria for AUD

Death - ~1,825 university students die from alcohol-related unintentional injuries, including motor-vehicle crashes

### Common Drugs and Symptoms of Use

Stimulants - Drugs that stimulate the central nervous system

Examples: Amphetamine, Dextro-Amphetamine, Methamphetamine, Nicotine, Cocaine

Symptoms of Use: Restlessness, anxiety, nervousness, irritability, mood swings Hazards of Use:

Addiction, sleeplessness, anxiety, loss of appetite, brain damage

Depressants - Drugs that slow down the central nervous system

Examples: Barbiturates, Pentobarbital, Secobarbital, Quaalude, Sopor, Alcohol Symptoms of

Use: Drowsiness, confusion, impaired judgment, slurred speech Hazards of Use: Addiction with severe withdrawal symptoms

Narcotics - Drugs that stimulate the central nervous system

Examples: Demerol, Dilaudid, Methadone, Percodan, Codeine, Heroin, Morphine Symptoms of

Use: Drowsiness, lethargy

Hazards of Use: Addiction, impaired memory, and perception

Hallucinogens - Drugs that alter the perception of reality

Examples: PCP, LSD, Mushrooms, Ketamine

Symptoms of Use: Slurred speech, blurred vision, lack of coordination, confusion, aggress10n

Hazards of Use: Anxiety, depression, impaired memory

Inhalants - Substances abused by inhalation

Examples: Gasoline, Airplane Glue, Paint Thinner, Dry-Cleaning Fluid, Nitrous Oxide, Amyl Nitrate, Butyl Nitrate

Symptoms of Use: Impaired judgment, poor motor coordination, impaired vision, memory, and thought

Hazards of Use: Addiction, organ failure, muscular damage

Cannabis (Marijuana) - • Does not have a specific substance classification, but can have properties of depressants, stimulants, and hallucinogens

• Symptoms of Use: increase heart rate; impaired reaction time, coordination, concentration and memory, and time distortion; lack of energy; drowsiness

• Hazards of Use: Addiction, can increase anxiety and depression, increase odds of developing psychotic disorders

DRUG AND ALCOHOL ABUSE PREVENTION PROGRAMS – contact Health and Counseling at 315-229-5577.

Alcohol Edu, Marijuana 101

Employee Assistance Program: Contact Human Resources at 315-229-5596

### LOCAL, STATE AND FEDERAL LAWS

In addition to the standards and sanctions on alcohol and other drug abuse set forth above, members of the campus community are also required to abide by local, state, and federal laws governing consumption, sale, or possession of alcohol and other drugs.

### **Canton Village Ordinances**

No person shall have in his possession any open bottle or container containing or which previously contained liquor, beer, wine, or other alcoholic beverage while such person is on any public highway, public street, public sidewalk, or public place except those premises duly licensed for sale and consumption of alcoholic beverages on the premises, within the village of Canton, St. Lawrence County, New York, with the intent of the possessor or another person to consume any such beverage in such vehicle or public place or to perform any independently unlawful act.

Such an open bottle or open container in any vehicle shall be presumptive evidence that the same is in possession of all occupants thereof and in violation thereof.

Possession by any person of an open bottle or container which contains or previously contained liquor, beer, wine, or other alcoholic beverage shall be presumptive evidence of the consumption of such beverage by such person and of the intent of such person to consume such beverage.

The public consumption or attempted public consumption of such beverage from such open container shall be presumptive evidence that the same was possessed with the intent to consume such beverage.

### **NEW YORK STATE LAWS**

#### **Alcohol**

Alcohol offenses and penalties in New York State are defined by the Alcoholic Beverage Control Law and Penal Law. These laws include possession with intent to consume while under age 21, driving while intoxicated, driving while ability is impaired by alcohol, driving after consuming alcohol while under age 21, furnishing alcohol to a person under age 21, selling alcohol to an intoxicated person, or providing false identification. In addition, New York State General Obligations Law imposes personal injury liability for damages resulting from furnishing alcohol to persons under age 21 or selling alcohol to an intoxicated person. While not exhaustive, a summary of offenses and penalties is provided below:

<b>Offense</b>	<b>Penalty</b>
Serving Alcohol to Persons Under 21	Up to 1 year in jail, \$1,000 fine.
Fraudulent Attempt to Purchase Alcohol (using false ID or ID of another person):	Fine up to \$100, community service up to 30 hours, and/ or completion of an alcohol awareness program, 90 days' license suspension if a New York State driver's license is used as the false ID

Possession of Alcohol by Person Under 21:  
Up to \$50 fine and/or completion of an alcohol awareness program and/or up to 30 hours of community service

Driving While Intoxicated (DWI)  
(.08 blood alcohol content)

First offense: up to 1-year prison, \$500 to \$1,000 fine, minimum 6 months' license revocation  
Second offense in 10 years: up to 4 years' prison, \$1,000-\$5,000 fine, minimum 1-year license revocation.

Driving While Ability Impaired (DWAI) (.05-.07 blood alcohol content)

First offense: up to 15 days' jail, \$300-\$500 fine, 90-day license suspension.  
Second offense in 5 years: up to 30 days' jail, \$500 to \$750 fine, minimum 6 months' license revocation  
Third offense in 10 years: up to 180 days' jail, \$750-\$1,500 fine, minimum 6 months' license revocation

Operating a Motor Vehicle after Consuming Alcohol While Under 21

License suspension or revocation and \$125 charge

Possession of Open Container in Public Place

Up to 15 days in jail, up to \$500 fine or both

## Cannabis (Marijuana)

On March 31, 2021, New York State legalized adult-use cannabis (also known as marijuana, or recreational marijuana) by passing the Marijuana Regulation & Taxation Act (MRTA). The legislation creates a new Office of Cannabis Management (OCM) governed by a Cannabis Control Board to oversee and implement the law. The MRTA modifies criminal violations and penalties relating to the sale and possession of cannabis.

- The Marijuana Regulation and Taxation Act (MRTA) legalizes cannabis for adults 21 years of age or older.
- It's illegal for anyone under age 21 to buy, possess or use cannabis.
- The use, possession, and/ or cultivation of marijuana for any purpose is not allowed in any St. Lawrence University residence hall or on any other St. Lawrence University-owned, controlled, or leased property.

## Controlled Substance

The State of New York Penal Law defines a wide range of offenses and penalties for possessing or distributing marijuana and other controlled substances. These sanctions can include



imprisonment, fines, assigned community service, and loss of federal student financial aid eligibility. In addition, driving a motor vehicle with ability impaired by drugs is subject to the same New York State law and sanctions as driving while intoxicated.

The State of New York Public Health Law prohibits selling or possessing a hypodermic needle without a doctor's written prescription; or manufacturing, selling, or possessing with intent to sell an imitation controlled substance.

## FEDERAL LAWS

### Federal Sanctions for Sale of Marijuana

A first offense of trafficking in marijuana in amounts of less than 50 kg may result in imprisonment of not more than 5 years and a fine not to exceed \$250,000. Imprisonment and fine minimums are doubled for a second offense

Trafficking in marijuana in quantities greater than 1,000 kg may result in not less than 10 years and not more than life imprisonment and/ or a fine not to exceed \$4 million (minimums double for a second offense)

### Federal Sanction for Possession of a Controlled Substance

Possession, use, or distribution of Controlled Substances is prohibited by federal law. Controlled Substances include, for example, heroin, lysergic acid diethylamide (LSD), marijuana (cannabis), 3,4-methylenedioxymethamphetamine (ecstasy), cocaine, methamphetamine, and certain steroids and prescription drugs. Federal penalties for possessing, using, or distributing Controlled Substances often include fines and prison sentences.

- First conviction: Up to one-year imprisonment and/or fine of at least \$1,000 but not more than \$100,000, or both

After one prior drug conviction: At least 15 days in prison, not to exceed 2 years and /or fine of at least \$2,500 but not more than \$250,000, or both

After two or more prior drug convictions: At least 90 days prison, not to exceed 3 years and fine of at least \$5,000 but not more than \$250,000, or both.

Special sentencing provisions for possession of crack cocaine: Mandatory at least 5 years in prison, not to exceed 20 years, and fine of up to \$250,000, or both if:

- First conviction and the amount of crack possessed exceeds 5 grams;
- Second conviction and the amount of crack possessed exceeds 3 grams;
- Third or subsequent conviction and the amount of crack exceeds 1 gram.
- Forfeiture of personal and real property used to possess or to facilitate possession of a controlled substance if that offense is punishable by more than one-year imprisonment.

Forfeiture of vehicles, boats, aircraft, or any other conveyance used to transport or conceal a controlled substance.

Civil fine up to \$10,000 (pending adoption of final regulations).

853a: Denial of federal benefits, such as student loans, grants, contracts, and professional and commercial licenses, up to 1 year for a first offense, up to 5 years for second and subsequent offenses.

- 922(g): Ineligible to receive or purchase a firearm.

- **Miscellaneous:** Revocation of certain federal licenses and benefits, e.g., pilot licenses, public housing tenancy, etc., are vested within the authorities of individual federal agencies.

#### **Federal Sanctions for Sale of Controlled Substances**

Penalties range from imprisonment for less than one year and/or a fine of less than \$100,000 for a first offense involving a small quantity of a controlled substance. For a large quantity, second offense, the penalty may be as severe as 20 years to life imprisonment and a fine of not more than \$8 million.

In addition, Section 484(r) of the Higher Education Act of 1998 (20 U.S.C. §1091) provides that a student's eligibility for federal student aid be suspended upon conviction under federal or state law for any offense involving the possession or sale of a controlled substance for conduct that occurred during a period of enrollment for which the student was receiving any grant, loan, or work assistance under this subchapter shall not be eligible to receive any grant, loan, or work assistance. Eligibility may be regained upon completion of a drug rehabilitation program that meets statutory and regulatory requirements or if the conviction is overturned.

**Campus Resources – Health and Counseling Department (315-229-5577)**

**Community Resources – Canton Potsdam Hospital (315-265-3300)**

#### **References Page – listing policy manuals, policies**

St. Lawrence University Policy Manual

St. Lawrence University Human Resources

St. Lawrence University Student Handbook 2022-2023, Student Code of Conduct

St. Lawrence University Center for Health Promotion Annual Report

St. Lawrence University Alcohol and Other Drug Sanction Guide

Complying with DFSCA Regulations, Campus Prevention Network

Complying with DFSCA: A Guide for University and University Administrators, Higher Education Center

20 U.S. Code § 1091 Student Eligibility, Legal Institution at Cornell Law School

#### **Crime Reporting – Campus Security Authorities**

The University Safety & Security Department is required to report “statistics concerning the occurrence on campus of the following criminal offenses reported to local police agencies, or to any official of the institution who has significant responsibility for students, campus activities, the dean of students, residence life and student housing, student center, and student co-curricular activities, director of athletics, team coaches, faculty member, or a faculty advisor to a student group: larceny, robbery, arson, dating violence, domestic violence, stalking, criminal homicide, manslaughter by negligence, criminal homicide, murder and non-negligent manslaughter, sex offenses, aggravated assault or simple assault, burglary, larceny, intimidation and motor vehicle theft.”

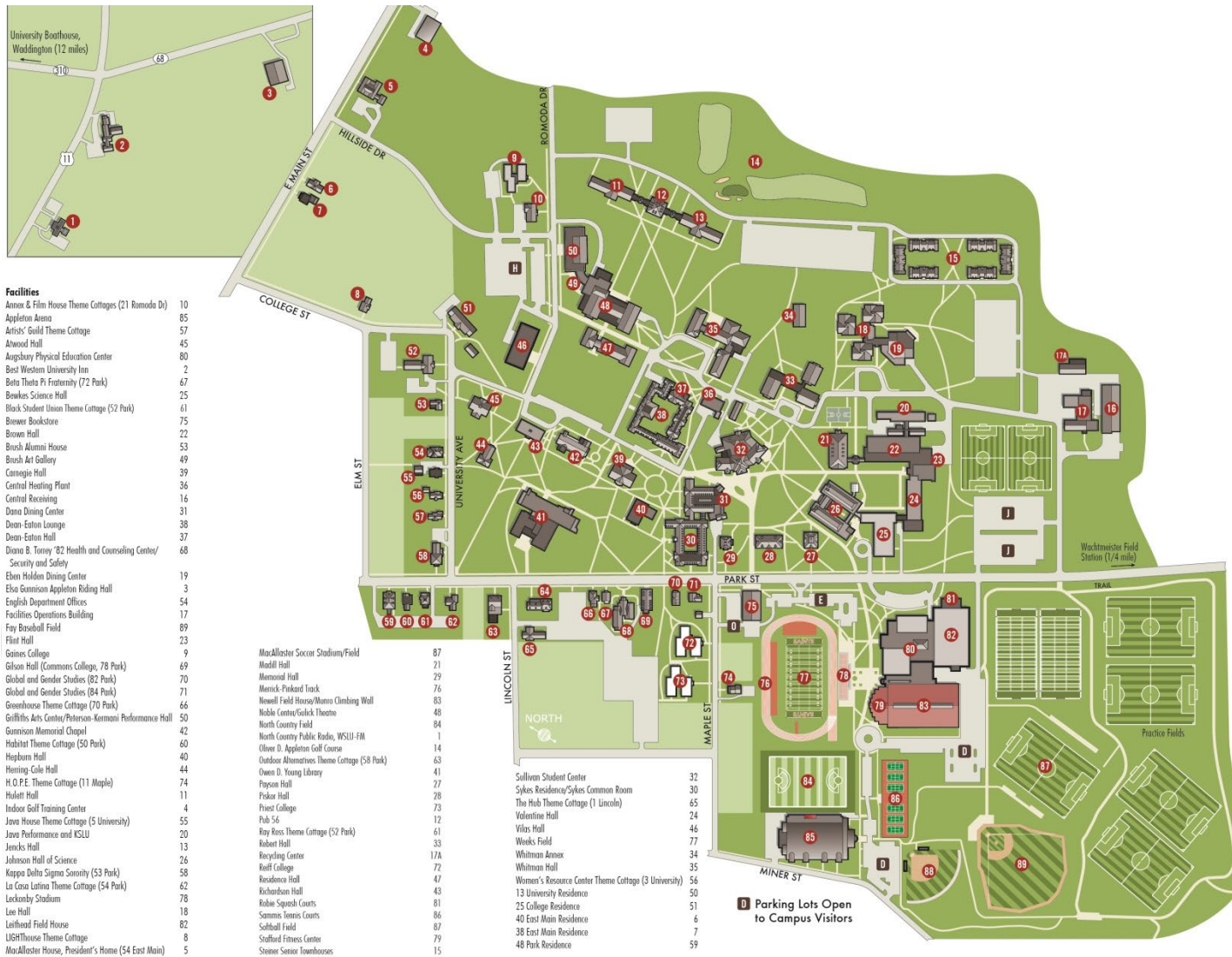
According to a federal law known as the *Jeanne Clery Disclosure of Campus Security Policy and Campus Crime Statistics Act*, our school is required to disclose “statistics concerning the occurrence of certain criminal offenses reported to local law enforcement agencies or any official of the institution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

The law defines “Campus Security Authority” as: “An official of an institution who has significant responsibility for student and campus activities, including, but not limited to, student housing, student discipline, and campus judicial proceedings.” An example would be a dean of students who oversees student housing, a student center, or student extra-curricular activities and has significant responsibility for student and campus activities.

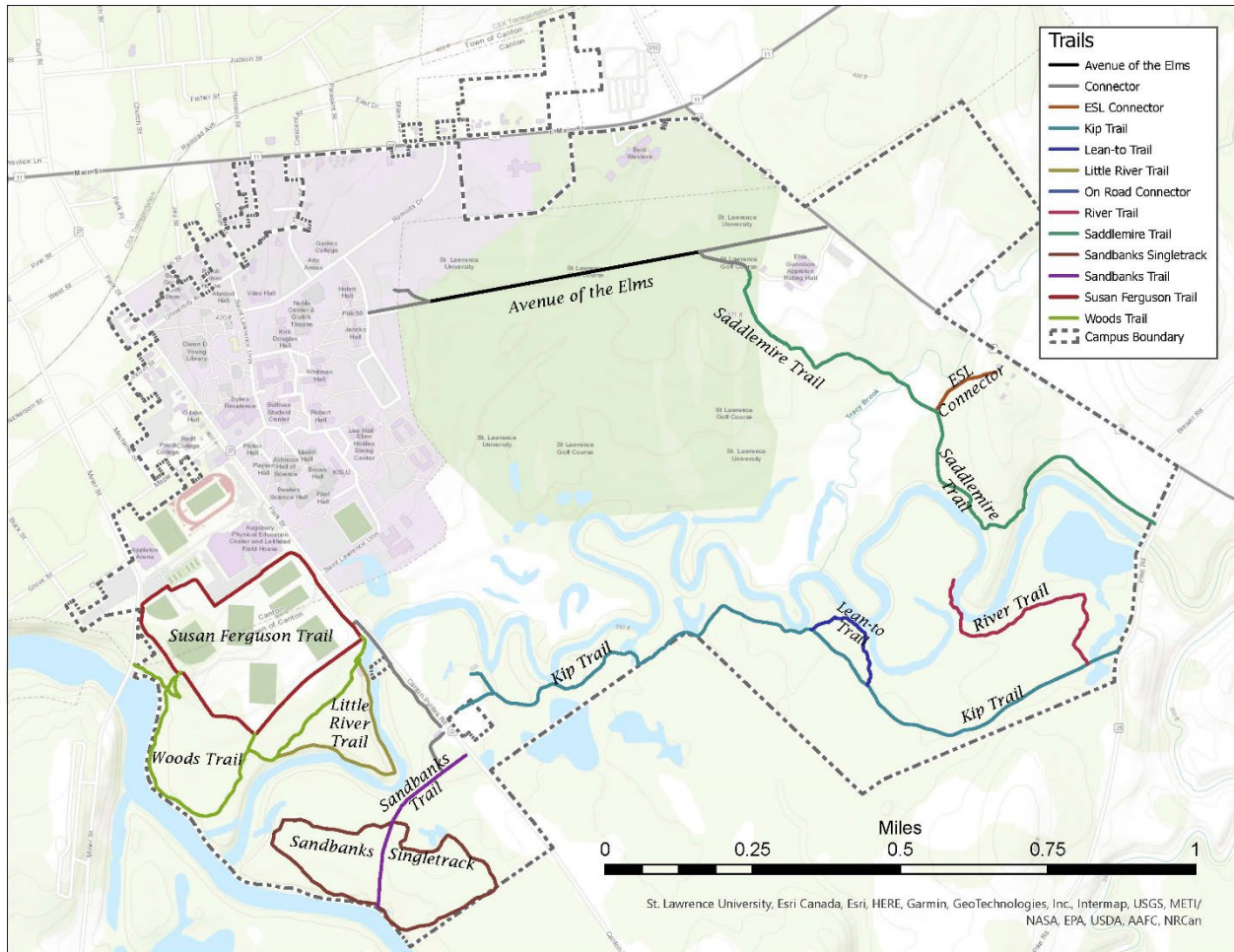
The AVP of Safety & Security identifies Campus Security Authorities by their functions and responsibilities. CSAs are notified / reminded by the AVP of Safety & Security, in writing annually by sending a letter of description of their CSA role and crime reporting form directly to each CSA. In addition, the letter of description and crime reporting form are an attempt to collect crime reports that they may have received in the past or to collect reports that they may receive in the future. All CSAs are trained annually by the AVP of Safety & Security and encouraged to call Safety & Security to officially report crimes and incidents upon receipt.

St. Lawrence University employees have been designated as "mandatory reporters/campus security authorities" for the purposes of Title IX and Clery Act compliance and required crime reporting. They have an obligation to report to the University if they hear about or are told of a sexual assault or specified Clery Act crimes. They also can direct students to appropriate resources. Any other employee at St. Lawrence University that has NOT been designated, is not considered a Responsible Employee or Campus Security Authority. See **Appendix B** for complete list of Mandatory Reporters/Campus Security Authorities.

# Clery Core Campus Map (also Appendix A)



## EXTENDED CLERY MAP - ST LAWRENCE PROPERTY BOUNDRIES, TRAILS AND NON-CAMPUS PROPERTIES – also Appendix A



### Crime Definitions from the Handbook for Campus Safety and Security Reporting 2016 Edition

**Aggravated Assault** - Aggravated Assault is 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.

**Arson** - Arson is 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.

**Burglary** - Burglary is the unlawful entry of a structure to commit a felony or a theft.

**Dating Violence** – Is defined as violence committed by a person who is or has been in a social relationship of a romantic or intimate nature with the victim. The existence of such a relationship

shall be determined based on the reporting party's statement and with consideration of the length of the relationship, the type of relationship, and the frequency of interaction between the persons involved in the relationship.

**Domestic Violence** – Is defined as a felony or misdemeanor crime of violence committed, by a current or former spouse or intimate partner of the victim; by a person with whom the victim shares a child in common; by a person who is cohabitating with, or has cohabitated with, the victim as a spouse or intimate partner; by a person similarly situated to a spouse of the victim under the domestic or family violence laws of the jurisdiction in which the crime of violence occurred; by any other person against an adult or youth victim who is protected from that person's acts under the domestic or family violence laws of the jurisdiction in which the crime of violence occurred.

**Criminal Homicide - Manslaughter by Negligence** - The killing of another person through gross negligence.

**Criminal Homicide - Murder and Nonnegligent Manslaughter** - The willful (nonnegligent) killing of one human being by another.

**Hate Crime** - A Hate Crime is a criminal offense that manifests evidence that the victim was intentionally selected because of the perpetrator's bias against the victim.

- **Race.** A preformed negative attitude toward a group of persons who possess common physical characteristics (e.g., color of skin, eyes, and/or hair; facial features, etc.) genetically transmitted by descent and heredity, which distinguish them as a distinct division of humankind (e.g., Asians, blacks, whites).
- **Gender.** A preformed negative opinion or attitude toward a person or group of persons based on their actual or perceived gender, e.g., male or female.
- **Gender Identity.** A preformed negative opinion or attitude toward a person or group of persons based on their actual or perceived gender identity, e.g., bias against transgender or gender non-conforming individuals. Gender non-conforming describes a person who does not conform to the gender-based expectations of society, e.g., a woman dressed in traditionally male clothing or a man wearing makeup. A gender non-conforming person may or may not be a lesbian, gay, bisexual, or transgender person but may be perceived as such.
- **Religion.** A preformed negative opinion or attitude toward a group of persons who share the same religious beliefs regarding the origin and purpose of the universe and the existence or nonexistence of a supreme being (e.g., Catholics, Jews, Protestants, atheists).
- **Sexual orientation.** A preformed negative opinion or attitude toward a group of persons based on their actual or perceived sexual orientation. Sexual Orientation is the term for a person's physical, romantic, and/or emotional attraction to members of the same and/or opposite sex, including lesbian, gay, bisexual, and heterosexual (straight) individuals.
- **Ethnicity.** A preformed negative opinion or attitude toward a group of people whose members identify with each other, through a common heritage, often consisting of a common language, common culture (often including a shared religion) and/or ideology that stresses common ancestry.

- **National Origin.** A preformed negative opinion or attitude toward a group of people based on their actual or perceived country of birth. This bias may be against people that have a name or accent associated with a national origin group, participate in certain customs associated with a national origin group, or because they are married to or associate with people of a certain national origin.
- **Disability.** A preformed negative opinion or attitude toward a group of persons based on their physical or mental impairments, whether such disability is temporary or permanent, congenital or acquired by heredity, accident, injury, advanced age or illness.

**Intimidation** - To unlawfully place another person in reasonable fear of bodily harm through the use of threatening words and/or other conduct, but without displaying a weapon or subjecting the victim to actual physical attack.

**Larceny/Theft-** The unlawful taking, carrying, leading or riding away of property from the possession or constructive possession of another. (Larceny and theft mean the same thing in the UCR.) Constructive possession is the condition in which a person does not have physical custody or possession, but is in a position to exercise dominion or control over a thing.

**Motor Vehicle Theft** - The theft or attempted theft of a motor vehicle or any self-propelled vehicle, such as: sport utility vehicles, automobiles, trucks, buses, motorcycles, motor scooters, trail bikes, mopeds, all-terrain vehicles, self-propelled motor homes, snowmobiles, golf carts, and motorized wheel chairs.

**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.

**Simple Assault** - An unlawful physical attack by one person upon another where neither the offender displays a weapon, nor the victim suffers obvious severe or aggravated bodily injury involving apparent broken bones, loss of teeth, possible internal injury, severe laceration, or loss of consciousness.

**Stalking** – Engaging in a course of conduct directed at a specific person that cause a reasonable person to fear for his or her safety or the safety of others, or suffer substantial emotional distress.

**Vandalism of Property Destruction/Damage** - To willfully or maliciously destroy, damage, deface, or otherwise injure real or personal property without the consent of the owner or the person having custody or control of it.

**Weapon Law Violations** - Are defined as the violation of laws or ordinances prohibiting the manufacture, sale, purchase, transportation, possession, concealment, or use of firearms, cutting instruments, explosives, incendiary devices or other deadly weapons. This classification encompasses weapons offenses that are regulatory in nature.

**Drug Abuse Violations** - Are defined as the violation of laws prohibiting the production, distribution and/or use of certain controlled substances and the equipment or devices utilized in their preparation and/or use. The unlawful cultivation, manufacture, distribution, sale, purchase, use, possession, transportation or importation of any controlled drug or narcotic substance.

Arrests for violations of state and local laws, specifically those relating to the unlawful possession, sale, use, growing, manufacturing and making of narcotic drugs.

**Liquor Law Violations** - Are defined as the violation of state or local laws or ordinances prohibiting the manufacture, sale, purchase, transportation, possession or use of alcoholic beverages, not including driving under the influence and drunkenness.

### **Sex Offenses: Definitions**

**Sexual Assault** – An offense that meets the definitions of rape, fondling, incest or statutory rape as used in the FBI UCR program.

**Sex Offenses** - Any sexual act directed against another person, without the consent of the victim, including instances where the victim is incapable of giving consent.

- **Rape**-The penetration, no matter how slight, of the vagina or anus, with any body part or object, or oral penetration by a sex organ of another person, without the consent of the victim.
- **Fondling**-The touching of the private body parts of another person for the purpose of sexual gratification, without the consent of the victim, including instances where the victim is incapable of giving consent because of his/her age or because of his/her temporary or permanent mental capacity.
- **Incest**-Sexual intercourse between persons who are related to each other within the degrees wherein marriage is prohibited by law.
- **Statutory Rape**-Sexual intercourse with a person who is under the statutory age of consent.

### **New York Crime Definitions**

The Violence Against Women Act and its proposed regulations require the inclusion of certain New York State definitions in a campus's Annual Security Report and also require that those definitions be provided in campaigns, orientations, programs and trainings for employees and students. Definitions required include: consent; dating violence; domestic violence; sexual assault; and stalking.

**CONSENT:** Lack of consent results from: forcible compulsion; or incapacity to consent; or where the offense charged is sexual abuse or forcible touching, any circumstances, in addition to forcible compulsion or incapacity to consent, in which the victim does not expressly or impliedly acquiesce in the actor's conduct. Where the offense charged is rape in the third degree, a criminal sexual act in the third degree, or forcible compulsion in circumstances under which, at the time of the act of intercourse, oral sexual conduct or anal sexual conduct, the victim clearly expressed that he or she did not consent to engage in such act, and a reasonable person in the actor's situation would have understood such person's words and acts as an expression of lack of consent to such act under all the circumstances. A person is incapable of consent when he or she is: less than 17 years old; or mentally disabled; or mentally incapacitated; or physically helpless;



or committed to the care and custody of the state department of correctional services, a hospital, the office of children and family services and is in residential care, or the other person is a resident or inpatient of a residential facility operated by the office of mental health, the office for people with development disabilities, or the office of alcoholism and substance abuse services, and the actor is an employee, not married to such person, who knows or reasonably should know that such person is committed to the care and custody of such department or hospital.

**CONSENT, ABBREVIATED:** Clear, unambiguous, and voluntary agreement between the participating to engage in specific sexual activity.

**DATING VIOLENCE:** New York State does not specifically define dating violence. However, dating violence would include the crimes listed elsewhere in this document when committed by a person in a social relationship of a romantic or intimate nature with the victim. Dating violence includes, but is not limited to, sexual or physical abuse or threat of abuse. It does not include acts covered under the definition of domestic violence.

**DOMESTIC VIOLENCE:** An act which would constitute a violation of the penal law, including, but not limited to acts constituting disorderly conduct, harassment, aggravated harassment, sexual misconduct, forcible touching, sexual abuse, stalking, criminal mischief, menacing, reckless endangerment, kidnapping, assault, attempted murder, criminal obstruction or breaching or blood circulation, or strangulation; and such acts have created a substantial risk of physical or emotional harm to a person or a person's child. Such acts are alleged to have been committed by a family member. The victim can be anyone over the age of sixteen, any married person or any parent accompanied by his or her minor child or children in situations in which such person or such person's child is a victim of the act.

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

**PARENT:** means natural or adoptive parent or any individual lawfully charged with a minor child's care or custody.

**SEXUAL ASSAULT:** New York State does not specifically define sexual assault. However, according to the Federal Regulations, sexual assault includes offenses that meet the definitions of rape, fondling, incest, or statutory rape as used in the FBI's UCR program.

**SEX OFFENSES; LACK OF CONSENT:** Whether or not specifically stated, it is an element of every offense defined in this article that the sexual act was committed without consent of the victim.

**SEXUAL MISCONDUCT:** When a person (1) engages in sexual intercourse with another person without such person's consent; or (2) engages in oral sexual conduct or anal sexual conduct without such person's consent; or (3) engages in sexual conduct with an animal or a dead human body.

**RAPE IN THE THIRD DEGREE:** When a person (1) engages in sexual intercourse with another person who is incapable of consent by reason of some factor other than being less than 17 years old; (2) Being 21 years old or more, engages in sexual intercourse with another person less than 17 years old; or (3) engages in sexual intercourse with another person without such person's consent where such lack of consent is by reason of some factor other than incapacity to consent.

**RAPE IN THE SECOND DEGREE:** When a person (1) being 18 years old or more, engages in sexual intercourse with another person less than 15 years old; or (2) engages in sexual

intercourse with another person who is incapable of consent by reason of being mentally disabled or mentally incapacitated. It is an affirmative defense to the crime of rape in the second degree the defendant was less than four years older than the victim at the time of the act.

**RAPE IN THE FIRST DEGREE:** When a person engages in sexual intercourse with another person (1) by forcible compulsion; or (2) Who is incapable of consent by reason of being physically helpless; or (3) who is less than 11 years old; or (4) who is less than 13 years old and the actor is 18 years old or more.

**CRIMINAL SEXUAL ACT IN THE THIRD DEGREE:** When a person engages in oral or anal sexual conduct (1) with a person who is incapable of consent by reason of some factor other than being less than 17 years old; (2) being 21 years old or more, with a person less than 17 years old; (3) with another person without such persons consent where such lack of consent is by reason of some factor other than incapacity to consent.

**CRIMINAL SEXUAL ACT IN THE SECOND DEGREE:** When a person engages in oral or anal sexual conduct with another person (1) and is 18 years or more and the other person is less than 15 years old; or (2) who is incapable of consent by reason of being mentally disabled or mentally incapacitated. It is an affirmative defense that the defendant was less than four years older than the victim at the time of the act.

**CRIMINAL SEXUAL ACT IN THE FIRST DEGREE:** When a person engages in oral or anal sexual conduct with another person (1) by forcible compulsion; (2) who is incapable of consent by reason of being physically helpless; (3) who is less than 11 years old; or (4) who is less than 13 years old and the actor is 18 years old or more.

**FORCIBLE TOUCHING:** When a person intentionally, and for no legitimate purpose, forcibly touches the sexual or other intimate parts of another person for the purpose of degrading or abusing such person; or for the purpose of gratifying the actor's sexual desire. It includes squeezing, grabbing, or pinching.

**PERSISTENT SEXUAL ABUSE:** When a person commits a crime of forcible touching, or second or third degree sexual abuse within the previous ten year period, has been convicted two or more times, in separate criminal transactions for which a sentence was imposed on separate occasions of one of one of the above mentioned crimes or any offense defined in this article, of which the commission or attempted commissions thereof is a felony.

**SEXUAL ABUSE IN THE THIRD DEGREE:** When a person subjects another person to sexual contact without the latter's consent. For any prosecution under this section, it is an affirmative defense that (1) such other person's lack of consent was due solely to incapacity to consent by reason of being less than 17 years old; and (2) such other person was more than 14 years old and (3) the defendant was less than five years older than such other person.

**SEXUAL ABUSE IN THE SECOND DEGREE:** When a person subjects another person to sexual contact and when such other person is (1) incapable of consent by reason of some factor other than being less than 17 years old; or (2) less than 14 years old.

**SEXUAL ABUSE IN THE FIRST DEGREE:** When a person subjects another person to sexual contact (1) by forcible compulsion; (2) when the other person is incapable of consent by reason of being physically helpless; or (3) when the other person is less than 11 years old; or (4) when the other person is less than 13 years old.

**AGGRAVATED SEXUAL ABUSE:** For the purposes of this section, conduct performed for a valid medical purpose does not violate the provisions of this section.

**AGGRAVATED SEXUAL ABUSE IN THE FOURTH DEGREE:** When a person inserts a (1) foreign object in the vagina, urethra, penis or rectum of another person and the other person is incapable of consent by reason of some factor other than being less than 17 years old; or (2) finger in the vagina, urethra, penis, rectum or anus of another person causing physical injury to such person and such person is incapable of consent by reason of some factor other than being less than 17 years old.

**AGGRAVATED SEXUAL ABUSE IN THE THIRD DEGREE:** When a person inserts a foreign object in the vagina, urethra, penis, rectum or anus of another person (1)(a) by forcible compulsion; (b) when the other person is incapable of consent by reason of being physically helpless; or (c) when the other person is less than 11 years old; or (2) causing physical injury to such person and such person is incapable of consent by reason of being mentally disabled or mentally incapacitated.

**AGGRAVATED SEXUAL ABUSE IN THE SECOND DEGREE:** When a person inserts a finger in the vagina, urethra, penis, rectum or anus of another person causing physical injury to

such person by (1) forcible compulsion; or (2) when the other person is incapable of consent by reason of being physically helpless; or (3) when the other person is less than 11 years old.

**AGGRAVATED SEXUAL ABUSE IN THE FIRST DEGREE:** When a person subjects another person to sexual contact: (1) By forcible compulsion; or (2) when the other person is incapable of consent by reason of being physically helpless; or (3) when the other person is less than eleven years old; or (4) when the other person is less than thirteen years old and the actor is twenty-one years old or older.

**COURSE OF SEXUAL CONDUCT AGAINST A CHILD IN THE SECOND DEGREE:** When over a period of time, not less than three months, a person: (1) Engages in two or more acts of sexual conduct with a child less than 11 years old; or (2) being 18 years old or more engages in two or more acts of sexual conduct with a child less than 13 years old. A person may not be subsequently prosecuted for any other sexual offense involving the same victim unless the other charges offense occurred outside of the time period charged under this section.

**COURSE OF SEXUAL CONDUCT AGAINST A CHILD IN THE FIRST DEGREE:** When a person over a period of time, not less than three months in duration, a person: (1) Engages in two or more acts of sexual conduct, or aggravated sexual contact with a child less than 11 years old; or (2) being 18 years old or more engages in two or more acts of sexual conduct which includes at least one act of sexual intercourse, oral sexual conduct, anal sexual conduct, or aggravated sexual contact with a child less than 13 years old.

**FACILITATING A SEX OFFENSE WITH A CONTROLLED SUBSTANCE:** A person is guilty of facilitating a sex offense with a controlled substance when he or she: (1) knowingly and unlawfully possesses a controlled substance or any preparation, compound, mixture or substance that requires a prescription to obtain and administers such substance or preparation, compound, mixture or substance that requires a prescription to obtain to another person without such person's consent and with intent to commit against such person conduct constituting a felony defined in this article; and (2) commits or attempts to commit such conduct constituting a felony defined in this article.

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

**INCEST IN THE SECOND DEGREE:** A person is guilty of incest in the second degree when he or she commits the crime of rape in the second degree, or criminal sexual act in the second degree, against a person whom he or she knows to be related to him or her, whether through marriage or not, as an ancestor, descendant, brother or sister of either the whole or the half blood, uncle, aunt, nephew or niece.

**INCEST IN THE FIRST DEGREE:** A person is guilty of incest in the first degree when he or she commits the crime of rape in the first degree, or criminal sexual act in the first degree, against a person whom he or she knows to be related to him or her, whether through marriage or not, as an ancestor, descendant, brother or sister of either the whole or half blood, uncle, aunt, nephew or niece.

**STALKING IN THE FOURTH DEGREE:** When a person intentionally, and for not legitimate purpose, engages in a course of conduct directed at a specific person, and knows or reasonably should know that such conduct (1) is likely to cause reasonable fear of material harm to the physical health, safety or property of such person, a member of such person's immediate family or a third party with whom such person is acquainted; or (2) causes material harm to the mental or emotional health of such person, where such conduct consists of following, telephoning or initiating communication or contact with such person, a member of such person's immediate family or a third party with whom such person is acquainted, and the actor was previously clearly informed to cease that conduct; or (3) is likely to cause such person to reasonably fear that his or her employment, business or career is threatened, where such conduct consists of appearing, telephoning or initiating communication or contact at such person's place of employment or business, and the actor was previously clearly informed to cease that conduct.

**STALKING IN THE THIRD DEGREE:** When a person (1) Commits the crime of stalking in the fourth degree against any person in three or more separate transactions, for which the actor has not been previously convicted; or (2) commits the crime of stalking in the fourth degree against any person, and has previously been convicted, within the preceding ten years of a specified predicate crime and the victim of such specified predicate crime is the victim, or an immediate family member of the victim, of the present offense; or (3) with an intent to harass, annoy or alarm a specific person, intentionally engages in a course of conduct directed at such person which is likely to cause such person to reasonably fear physical injury or serious physical injury, the commission of a sex offense against, or the kidnapping, unlawful imprisonment or death of such person or a member of such person's immediate family; or (4) commits the crime or stalking in the fourth degree and has previously been convicted within the preceding ten years of stalking in the fourth degree.

**STALKING IN THE SECOND DEGREE:** When a person: (1) Commits the crime of stalking in the third degree and in the course of and furtherance of the commission of such offense: (a) displays, or possesses and threatens the use of, a firearm, pistol, revolver, rifle, sword, billy, blackjack, bludgeon, plastic knuckles, metal knuckles, chuka stick, sand bag, sandclub, sligshot, slungshot, shirken, "Kung Fu Star," dagger, dangerous knife, dirk, razor, stiletto, imitation pistol, dangerous instrument, deadly instrument or deadly weapons; or (b) displays what appears to be a pistol, revolver, rifle, shotgun, machine gun or other firearm; or (2) commits the crime of stalking in the third against any person, and has previously been convicted, within the preceding five years, of a specified predicate crime, and the victim of such specified predicate crime is the victim, or an immediate family member of the victim, of the present offense; or (3) commits the crime of

stalking in the fourth degree and has previously been convicted of stalking in the third degree; or (4) being 21 years of age or older, repeatedly follows a person under the age of fourteen or engages in a course of conduct or repeatedly commits acts over a period of time intentionally placing or attempting to place such person who is under the age of fourteen in reasonable fear of physical injury, serious physical injury or death; or (5) commits the crime of stalking in the third degree, against ten or more persons, in ten or more separate transactions, for which the actor has not been previously convicted.

**STALKING IN THE FIRST DEGREE:** When a commits the crime of stalking in the third degree or stalking in the second degree and, in the course and furtherance thereof, he or she intentionally or recklessly causes physical injury to the victim of such crime.

### Crime Location Definitions for campus, non-campus building or property and public property:

The definitions for campus, non-campus building or property and public property are excerpted from the Handbook for Campus Safety and Security Reporting 2016 Edition.

**On Campus:** Any building or property owned or controlled by an institution within the same reasonably contiguous geographic area and used by the institution in direct support of, or in a manner related to, the institution's educational purposes, including residence halls; and Any building or property that is within or reasonably contiguous to the area identified in paragraph (1) of this definition, that is owned by the institution but controlled by another person, is frequently used by students, and supports institutional purposes (such as a food or other retail vendor).

**On Campus Student Housing Facility:** Any student housing facility that is owned or controlled by the institution, or is located on property that is owned or controlled by the institution, and is within the reasonably contiguous geographic area that makes up the campus is considered an on-campus student housing facility.

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

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

#### Source for definitions:

The Handbook for Campus Safety and Security Reporting 2016 Edition  
U.S. Department of Education  
Office of Postsecondary Education

## St. Lawrence University – Non Campus Buildings and Properties – Abroad Programs

### **France**

St. Lawrence University  
Université de Rouen  
Service des Relations  
Internationales  
24 bis Rue Jacques Boutrolle d'Estaimbuc  
Place Colbert  
76821 Mont-Saint-Aignan CEDEX  
FRANCE

### **Kenya**

#91 Miotoni Road  
00502 – Karen  
Nairobi, KENYA

### **London**

St. Lawrence University London Programme  
81 Gower Street  
London WC1E 6HJ  
ENGLAND



### **Spain**

Colegio Mayor Isabel de España  
Ramón Menéndez Pidal,  
5  
28040 Madrid SPAIN

### **Vienna**

Austro-American  
Institute  
Operngasse 4  
Vienna 1010 AUSTRIA

### **New York City**

92Y Residence  
1395 Lexington Avenue  
New York, NY 10128

## St. Lawrence University – Non Campus Buildings and Properties

### **Camp Canaras**

SLU Canaras Conference  
Center  
5002 State Route 30  
Saranac Lake, New York  
12983

### **University Inn Best Western**

SLU owned hotel, restaurant  
and conference center  
90 East Main Street  
Canton, New York 13617

### **St. Lawrence Univ Golf Course**

SLU owned golf course  
100 East Main Street  
Canton, New York 13617

### **Chi Omega Sorority**

SLU Sorority  
18 Elm Street

\* Owned by  
organization

Canton, New York 13617

### **Kappa Kappa Gamma**

\* Owned by  
organization

SLU Sorority  
45 East Main Street

Canton, New York 13617

### **Delta Delta Delta**

\* Owned by  
organization

SLU Sorority  
19 Judson Street

Canton, New York 13617

### **Boat House**

SLU Boat House  
353 River Road  
Waddington, New York



## Crime Statistics

The following statistics for the calendar years of 2019, 2020 and 2021 were reported to the Safety & Security Department or other University officials. The statistics reflect crimes which occur not only on campus, but also at non-campus property, public property and specifically in residential facilities.

St. Lawrence University has a vigorous Advocates Program, an inclusive campus-wide effort aimed at Education and Outreach, Community Coordination, Prevention, and Advocacy. Services include crisis intervention; the 24-hour Sexual Violence Hotline (315-244-5466); hospital, court, and judicial proceeding accompaniment; support groups; and safety planning. Thanks to Advocates, the St. Lawrence community is highly sensitive to the issues of sexual violence that occur in any community, and students, faculty and staff work together to raise awareness of the issues. Therefore, our statistics reflect the open and communicative culture that we encourage.

<b>Criminal Offenses - On Campus</b>	<b>2019</b>	<b>2020</b>	<b>2021</b>
<b>Murder/Non-Negligent Manslaughter</b>	<b>0</b>	<b>0</b>	<b>0</b>
<b>Negligent Manslaughter</b>	<b>0</b>	<b>0</b>	<b>0</b>
<b>Rape</b>	<b>12</b>	<b>1</b>	<b>5</b>
<b>Fondling</b>	<b>10</b>	<b>6</b>	<b>6</b>
<b>Incest</b>	<b>0</b>	<b>0</b>	<b>0</b>
<b>Statutory Rape</b>	<b>0</b>	<b>0</b>	<b>0</b>
<b>Robbery</b>	<b>0</b>	<b>0</b>	<b>0</b>
<b>Aggravated Assault</b>	<b>0</b>	<b>1</b>	<b>0</b>
<b>Burglary</b>	<b>0</b>	<b>2</b>	<b>0</b>
<b>Motor Vehicle Theft</b>	<b>0</b>	<b>0</b>	<b>0</b>
<b>Arson</b>	<b>0</b>	<b>2</b>	<b>1</b>

<b>Criminal Offenses - On Campus</b>	<b>2019</b>	<b>2020</b>	<b>2021</b>
<b>Student Housing Facilities</b>			
<b>Murder/Non-Negligent Manslaughter</b>	<b>0</b>	<b>0</b>	<b>0</b>
<b>Negligent Manslaughter</b>	<b>0</b>	<b>0</b>	<b>0</b>
<b>Rape</b>	<b>12</b>	<b>1</b>	<b>4</b>
<b>Fondling</b>	<b>10</b>	<b>4</b>	<b>6</b>
<b>Incest</b>	<b>0</b>	<b>0</b>	<b>0</b>
<b>Statutory Rape</b>	<b>0</b>	<b>0</b>	<b>0</b>
<b>Robbery</b>	<b>0</b>	<b>0</b>	<b>0</b>
<b>Aggravated Assault</b>	<b>0</b>	<b>1</b>	<b>0</b>
<b>Burglary</b>	<b>0</b>	<b>2</b>	<b>0</b>
<b>Motor Vehicle Theft</b>	<b>0</b>	<b>0</b>	<b>0</b>

<b>Arson</b>		<b>0</b>	<b>2</b>	<b>1</b>
<b>Criminal Offenses - Non Campus</b>		<b>2019</b>	<b>2020</b>	<b>2021</b>
<b>Murder/Non-Negligent Manslaughter</b>		<b>0</b>	<b>0</b>	<b>0</b>
<b>Negligent Manslaughter</b>		<b>0</b>	<b>0</b>	<b>0</b>
<b>Rape</b>		<b>1</b>	<b>0</b>	<b>0</b>
<b>Fondling</b>		<b>0</b>	<b>0</b>	<b>0</b>
<b>Incest</b>		<b>0</b>	<b>0</b>	<b>0</b>
<b>Statutory Rape</b>		<b>0</b>	<b>0</b>	<b>0</b>
<b>Robbery</b>		<b>0</b>	<b>0</b>	<b>0</b>
<b>Aggravated Assault</b>		<b>0</b>	<b>0</b>	<b>0</b>
<b>Burglary</b>		<b>0</b>	<b>0</b>	<b>0</b>
<b>Motor Vehicle Theft</b>		<b>0</b>	<b>0</b>	<b>0</b>
<b>Arson</b>		<b>0</b>	<b>0</b>	<b>0</b>
<b>Criminal Offenses - Public Property</b>		<b>2019</b>	<b>2020</b>	<b>2021</b>
<b>Murder/Non-Negligent Manslaughter</b>		<b>0</b>	<b>0</b>	<b>0</b>
<b>Negligent Manslaughter</b>		<b>0</b>	<b>0</b>	<b>0</b>
<b>Rape</b>		<b>0</b>	<b>0</b>	<b>0</b>
<b>Fondling</b>		<b>0</b>	<b>0</b>	<b>0</b>
<b>Incest</b>		<b>0</b>	<b>0</b>	<b>0</b>
<b>Statutory Rape</b>		<b>0</b>	<b>0</b>	<b>0</b>
<b>Robbery</b>		<b>0</b>	<b>0</b>	<b>0</b>
<b>Aggravated Assault</b>		<b>0</b>	<b>0</b>	<b>0</b>
<b>Burglary</b>		<b>0</b>	<b>0</b>	<b>0</b>
<b>Motor Vehicle Theft</b>		<b>0</b>	<b>0</b>	<b>0</b>
<b>Arson</b>		<b>0</b>	<b>0</b>	<b>0</b>

Hate Crimes – On Campus

<b>Criminal Offenses - Hate Crimes - On Campus</b>	<b>Race</b>	<b>Religion</b>	<b>Sexual Orientation</b>	<b>Gender</b>	<b>Gender Identity</b>	<b>Disability</b>	<b>Ethnicity</b>	<b>Natural Origin</b>
<b>2021 Total</b>								
<b>Murder/Non-Negligent Manslaughter</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
<b>Rape</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
<b>Fondling</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
<b>Incest</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
<b>Statutory Rape</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
<b>Robbery</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
<b>Aggravated Assault</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
<b>Burglary</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
<b>Motor Vehicle Theft</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
<b>Arson</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
<b>Simple Assault</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
<b>Larceny-Theft</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
<b>Intimidation</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
<b>Destruction/Damage/Vandalism of Property</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>1</b>	<b>0</b>	<b>0</b>	<b>0</b>



Hate Crimes – On Campus

<b>Criminal Offenses - Hate Crimes - On Campus</b>	<b>Race</b>	<b>Religion</b>	<b>Sexual Orientation</b>	<b>Gender</b>	<b>Gender Identity</b>	<b>Disability</b>	<b>Ethnicity</b>	<b>Natural Origin</b>
<b>2019 Total</b>								
<b>Murder/Non-Negligent Manslaughter</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
<b>Rape</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
<b>Fondling</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
<b>Incest</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
<b>Statutory Rape</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
<b>Robbery</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
<b>Aggravated Assault</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
<b>Burglary</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
<b>Motor Vehicle Theft</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
<b>Arson</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
<b>Simple Assault</b>	<b>1</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
<b>Larceny-Theft</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
<b>Intimidation</b>	<b>0</b>	<b>0</b>	<b>1</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
<b>Destruction/Damage/Vandalism of Property</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>

Hate Crimes – On Campus Student Housing Facility

<b>Criminal Offenses - Hate Crimes - On Campus</b>	<b>Race</b>	<b>Religion</b>	<b>Sexual Orientation</b>	<b>Gender</b>	<b>Gender Identity</b>	<b>Disability</b>	<b>Ethnicity</b>	<b>Natural Origin</b>
<b>2021 Total – Student Housing Facilities</b>								
<b>Murder/Non-Negligent Manslaughter</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
<b>Rape</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
<b>Fondling</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
<b>Incest</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
<b>Statutory Rape</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
<b>Robbery</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
<b>Aggravated Assault</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
<b>Burglary</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
<b>Motor Vehicle Theft</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
<b>Arson</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
<b>Simple Assault</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
<b>Larceny-Theft</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
<b>Intimidation</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
<b>Destruction/Damage/Vandalism of Property</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>

Hate Crimes – On Campus Student Housing Facility

<b>Criminal Offenses - Hate Crimes - On Campus</b>	<b>Race</b>	<b>Religion</b>	<b>Sexual</b>	<b>Gender</b>	<b>Gender</b>	<b>Disability</b>	<b>Ethnicity</b>	<b>Natural</b>
<b>2020 Total – Student Housing Facilities</b>			<b>Orientation</b>		<b>Identity</b>			<b>Origin</b>
<b>Murder/Non-Negligent Manslaughter</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
<b>Rape</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
<b>Fondling</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
<b>Incest</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
<b>Statutory Rape</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
<b>Robbery</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
<b>Aggravated Assault</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
<b>Burglary</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
<b>Motor Vehicle Theft</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
<b>Arson</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
<b>Simple Assault</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
<b>Larceny-Theft</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
<b>Intimidation</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
<b>Destruction/Damage/Vandalism of Property</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>

Hate Crimes – On Campus Student Housing Facility

<b>Criminal Offenses - Hate Crimes - On Campus</b>	<b>Race</b>	<b>Religion</b>	<b>Sexual Orientation</b>	<b>Gender</b>	<b>Gender Identity</b>	<b>Disability</b>	<b>Ethnicity</b>	<b>Natural Origin</b>
<b>2019 Total – Student Housing Facilities</b>								
<b>Murder/Non-Negligent Manslaughter</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
<b>Rape</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
<b>Fondling</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
<b>Incest</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
<b>Statutory Rape</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
<b>Robbery</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
<b>Aggravated Assault</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
<b>Burglary</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
<b>Motor Vehicle Theft</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
<b>Arson</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
<b>Simple Assault</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
<b>Larceny-Theft</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
<b>Intimidation</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
<b>Destruction/Damage/Vandalism of Property</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>



Hate Crimes – Non-Campus

<b>Criminal Offenses - Hate Crimes - Non Campus</b>	<b>Race</b>	<b>Religion</b>	<b>Sexual Orientation</b>	<b>Gender</b>	<b>Gender Identity</b>	<b>Disability</b>	<b>Ethnicity</b>	<b>Natural Origin</b>
<b>2021 Total</b>								
<b>Murder/Non-Negligent Manslaughter</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
<b>Rape</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
<b>Fondling</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
<b>Incest</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
<b>Statutory Rape</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
<b>Robbery</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
<b>Aggravated Assault</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
<b>Burglary</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
<b>Motor Vehicle Theft</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
<b>Arson</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
<b>Simple Assault</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
<b>Larceny-Theft</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
<b>Intimidation</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
<b>Destruction/Damage/Vandalism of Property</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>

Hate Crimes – Non-Campus

<b>Criminal Offenses - Hate Crimes - Non Campus</b>	<b>Race</b>	<b>Religion</b>	<b>Sexual Orientation</b>	<b>Gender</b>	<b>Gender Identity</b>	<b>Disability</b>	<b>Ethnicity</b>	<b>Natural Origin</b>
<b>2020 Total</b>								
<b>Murder/Non-Negligent Manslaughter</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
<b>Rape</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
<b>Fondling</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
<b>Incest</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
<b>Statutory Rape</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
<b>Robbery</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
<b>Aggravated Assault</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
<b>Burglary</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
<b>Motor Vehicle Theft</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
<b>Arson</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
<b>Simple Assault</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
<b>Larceny-Theft</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
<b>Intimidation</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
<b>Destruction/Damage/Vandalism of Property</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>

Hate Crimes – Non-Campus

<b>Criminal Offenses - Hate Crimes - Non Campus</b>	<b>Race</b>	<b>Religion</b>	<b>Sexual Orientation</b>	<b>Gender</b>	<b>Gender Identity</b>	<b>Disability</b>	<b>Ethnicity</b>	<b>Natural Origin</b>
<b>2019 Total</b>								
<b>Murder/Non-Negligent Manslaughter</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
<b>Rape</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
<b>Fondling</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
<b>Incest</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
<b>Statutory Rape</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
<b>Robbery</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
<b>Aggravated Assault</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
<b>Burglary</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
<b>Motor Vehicle Theft</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
<b>Arson</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
<b>Simple Assault</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
<b>Larceny-Theft</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
<b>Intimidation</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
<b>Destruction/Damage/Vandalism of Property</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>

**Hate Crimes – Public Property**

<b>Criminal Offenses Hate Crimes Public Property</b>	<b>Race</b>	<b>Religion</b>	<b>Sexual Orientation</b>	<b>Gender</b>	<b>Gender Identity</b>	<b>Disability</b>	<b>Ethnicity</b>	<b>Natural Origin</b>
<b>2021 Total</b>								
<b>Murder/Non-Negligent Manslaughter</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
<b>Rape</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
<b>Fondling</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
<b>Incest</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
<b>Statutory Rape</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
<b>Robbery</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
<b>Aggravated Assault</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
<b>Burglary</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
<b>Motor Vehicle Theft</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
<b>Arson</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
<b>Simple Assault</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
<b>Larceny-Theft</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
<b>Intimidation</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
<b>Destruction/Damage/Vandalism of Property</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>

Hate Crimes – Public Property

<b>Criminal Offenses Hate Crimes Public Property</b>	<b>Race</b>	<b>Religion</b>	<b>Sexual Orientation</b>	<b>Gender</b>	<b>Gender Identity</b>	<b>Disability</b>	<b>Ethnicity</b>	<b>Natural Origin</b>
<b>2020 Total</b>								
<b>Murder/Non-Negligent Manslaughter</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
<b>Rape</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
<b>Fondling</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
<b>Incest</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
<b>Statutory Rape</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
<b>Robbery</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
<b>Aggravated Assault</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
<b>Burglary</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
<b>Motor Vehicle Theft</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
<b>Arson</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
<b>Simple Assault</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
<b>Larceny-Theft</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
<b>Intimidation</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
<b>Destruction/Damage/Vandalism of Property</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>

Hate Crimes – Public Property

<b>Criminal Offenses Hate Crimes Public Property</b>	<b>Race</b>	<b>Religion</b>	<b>Sexual Orientation</b>	<b>Gender</b>	<b>Gender Identity</b>	<b>Disability</b>	<b>Ethnicity</b>	<b>Natural Origin</b>
<b>2019 Total</b>								
<b>Murder/Non-Negligent Manslaughter</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
<b>Rape</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
<b>Fondling</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
<b>Incest</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
<b>Statutory Rape</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
<b>Robbery</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
<b>Aggravated Assault</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
<b>Burglary</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
<b>Motor Vehicle Theft</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
<b>Arson</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
<b>Simple Assault</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
<b>Larceny-Theft</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
<b>Intimidation</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
<b>Destruction/Damage/Vandalism of Property</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>

### VAWA Offenses – On Campus

Crime	2019	2020	2021
a. Domestic Violence	0	0	0
b. Dating Violence	3	0	2
c. Stalking	4	3	2

### VAWA Offenses – On Campus Student Housing Facilities

Crime	2019	2020	2021
a. Domestic Violence	0	0	0
b. Dating Violence	3	0	2
c. Stalking	1	1	1

### VAWA Offenses – Non-campus

Crime	2019	2020	2021
a. Domestic Violence	0	0	0
b. Dating Violence	0	1	0
c. Stalking	0	0	1

## VAWA Offenses – Public Property

<b>Crime</b>	<b>2019</b>	<b>2020</b>	<b>2021</b>
<b>a. Domestic Violence</b>	<b>0</b>	<b>0</b>	<b>0</b>
<b>b. Dating Violence</b>	<b>0</b>	<b>0</b>	<b>0</b>
<b>c. Stalking</b>	<b>0</b>	<b>0</b>	<b>0</b>
<b>Arrests - On Campus</b>	<b>2019</b>	<b>2020</b>	<b>2021</b>
<b>Weapons: Carrying, Possessing, Etc.</b>	<b>0</b>	<b>0</b>	<b>0</b>
<b>Drug Abuse Violations</b>	<b>0</b>	<b>3</b>	<b>1</b>
<b>Liquor Law Violations</b>	<b>0</b>	<b>0</b>	<b>0</b>
<b>Arrests - On Campus - Student Housing Facilities</b>	<b>2019</b>	<b>2020</b>	<b>2021</b>
<b>Weapons: Carrying, Possessing, Etc.</b>	<b>0</b>	<b>0</b>	<b>0</b>
<b>Drug Abuse Violations</b>	<b>0</b>	<b>2</b>	<b>1</b>
<b>Liquor Law Violations</b>	<b>0</b>	<b>0</b>	<b>0</b>
<b>Arrests - On Campus - Non-Campus</b>	<b>2019</b>	<b>2020</b>	<b>2021</b>
<b>Weapons: Carrying, Possessing, Etc.</b>	<b>0</b>	<b>0</b>	<b>1</b>
<b>Drug Abuse Violations</b>	<b>0</b>	<b>0</b>	<b>0</b>
<b>Liquor Law Violations</b>	<b>0</b>	<b>0</b>	<b>0</b>



<b>Arrests - On Campus - Public Property</b>	<b>2019</b>	<b>2020</b>	<b>2021</b>
<b>Weapons: Carrying, Possessing, Etc.</b>	<b>0</b>	<b>0</b>	<b>0</b>
<b>Drug Abuse Violations</b>	<b>0</b>	<b>0</b>	<b>0</b>
<b>Liquor Law Violations</b>	<b>0</b>	<b>0</b>	<b>0</b>

<b>Disciplinary Actions - On Campus</b>	<b>2019</b>	<b>2020</b>	<b>2021</b>
<b>Weapons: Carrying, Possessing, Etc.</b>	<b>2</b>	<b>0</b>	<b>0</b>
<b>Drug Abuse Violations</b>	<b>104</b>	<b>71</b>	<b>12</b>
<b>Liquor Law Violations</b>	<b>22</b>	<b>16</b>	<b>6</b>
<b>Disciplinary Actions - On Campus Student Housing Facilities</b>	<b>2019</b>	<b>2020</b>	<b>2021</b>
<b>Weapons: Carrying, Possessing, Etc.</b>	<b>2</b>	<b>0</b>	<b>0</b>
<b>Drug Abuse Violations</b>	<b>101</b>	<b>68</b>	<b>9</b>
<b>Liquor Law Violations</b>	<b>22</b>	<b>16</b>	<b>2</b>
<b>Disciplinary Actions - Non Campus</b>	<b>2019</b>	<b>2020</b>	<b>2021</b>
<b>Weapons: Carrying, Possessing, Etc.</b>	<b>0</b>	<b>0</b>	<b>0</b>
<b>Drug Abuse Violations</b>	<b>0</b>	<b>0</b>	<b>0</b>
<b>Liquor Law Violations</b>	<b>0</b>	<b>0</b>	<b>0</b>

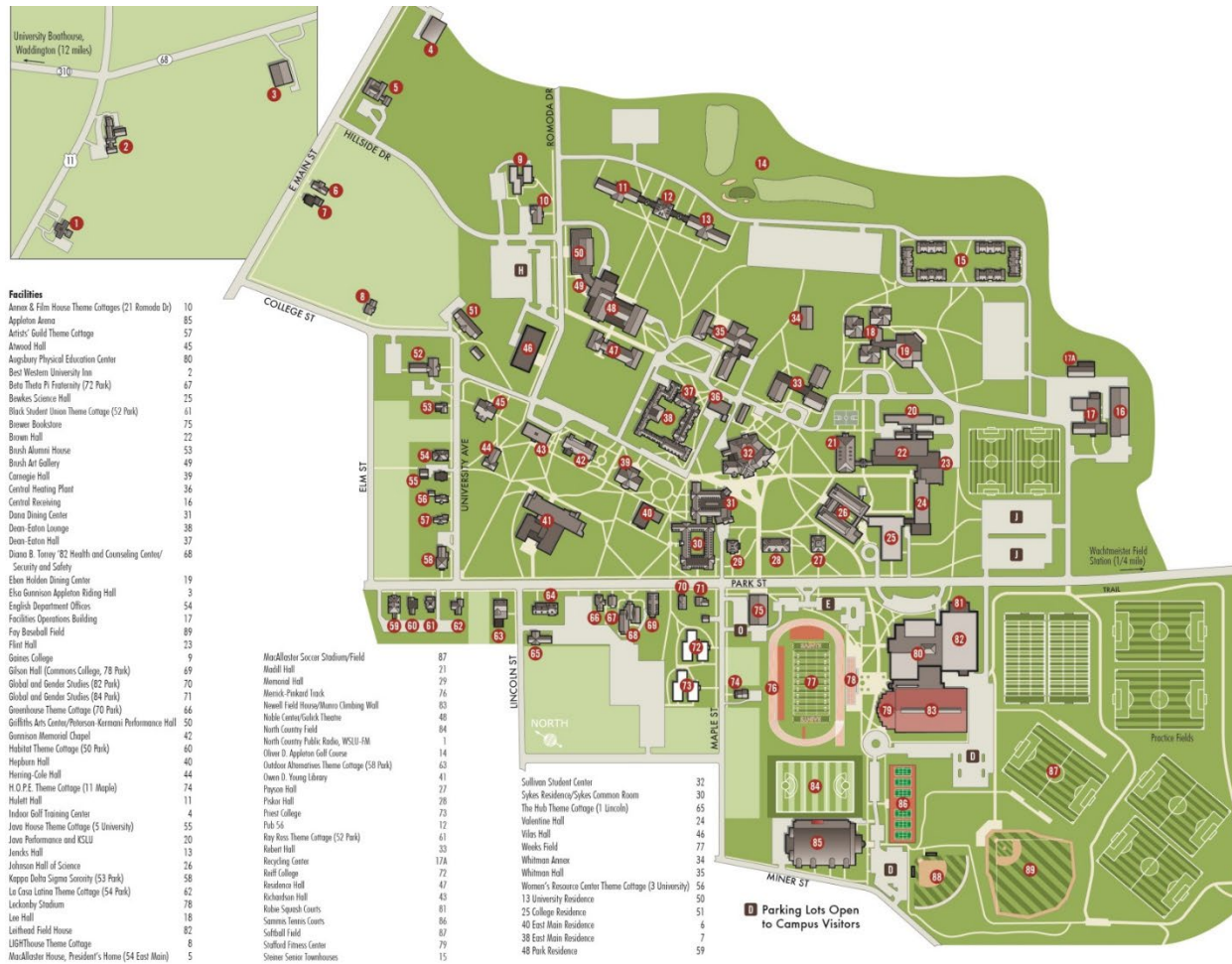
	2019	2020	2021
<b>Disciplinary Actions - Public Property</b>			
<b>Weapons: Carrying, Possessing, Etc.</b>	0	0	0
<b>Drug Abuse Violations</b>	0	0	0
<b>Liquor Law Violations</b>	0	0	0
	<b>2019</b>	<b>2020</b>	<b>2021</b>
<b>a. Total unfounded crimes</b>	<b>0</b>	<b>0</b>	<b>0</b>

**Unfounded Crimes**

New York State Sex Offender Registry Website

To obtain information about registered sex offenders go to: <http://www.criminaljustice.ny.gov/nsor/>

# APPENDIX A – CLERY CORE CAMPUS MAP and EXTENDED CLERY MAP - ST LAWRENCE PROPERTY BOUNDRIES, TRAILS AND NON-CAMPUS PROPERTIES



ST LAWRENCE UNIVERSITY



## Appendix B

### Campus Security Authorities

The following employees have been designated as "Campus Security Authorities" for the purposes of Clery Act compliance. They have an obligation to report to the University if they hear about or are told of a sexual assault. They also can direct students to appropriate resources.

Listed by institutional division:

#### Academic Affairs

Colleen Coakley, Coordinator of Academic Development

Erin Colvin, Assistant Director of HEOP

Geoffrey Falen, Director of Career Connections

Anna Carpenter, Director, Outdoor Program

Elun Gabriel, Associate Dean of Academic Advising

Sharmela Garcia-Martin, Director of Disability and Accessibility Services

Sarah Barber, Associate Dean of the First Year

Evelyn Jennings, Associate Dean of Faculty Affairs

Caitlin Hatz, Director of Off-Campus Programs

Matt Carotenuto, Associate Dean of International and Intercultural Education

Deborah Richards, Interim University Registrar

Darrey Matthews, Interim Associate Registrar

Matt McCluskey, Coordinator of Academic Engagement

Brenda Papineau, Director of Community Partnerships

Lucia Pawlowski, Director of the Munn Writing Center

Anna Carpenter, Director of the Outdoor Program

Marsha Sawyer, Director of CSTEP & McNair Programs

Karl Schonberg, Vice President & Dean of Academic Affairs

Bill Short, HEOP Director

Cathy Shrady, Director of Outdoor Studies

Tina Tao, Coordinator of Academic Development  
Jennifer Townsend, CSTEP Counselor

### **Admissions and Financial Aid**

Florence Hines, VP and Dean of Admissions and Financial Aid  
Hannah Parker, Assistant Director of Financial Aid  
Laurel Brooks, Associate Director of Admissions  
Patricia Farmer, Executive Director of Financial Aid  
Chris Felix, Senior Assistant Director of Admissions  
Lyndsay Malcomb, Executive Director of Admissions  
Kiersten Larrabee, Assistant Director of Admissions  
Hannah Milan, Assistant Director of Admissions  
Carole Jenne, Associate Director of Financial Aid  
Mary Kelley, Associate Director of Admissions,  
Mary Sherwin, Assistant Director of Admissions  
Amy Sipher, Assistant Director of Admissions  
Mark Phalen, Director of Admissions Information Systems

### **Advancement**

Thomas Pynchon, Vice President for University Advancement  
Kimberly Hissong, Associate VP, Advancement  
Joe Keniston, Director of Laurentian Engagement  
D. Kurt Terrell, Director of Planned Gifts  
Chad Tessier, Director of Parent Leadership Giving

### **Athletics**

Bob Durocher, Director of Athletics and Recreation, Deputy Title IX Coordinator  
Bill Bascom, Manager of Equipment Operations  
Brent Brekke, Head Men's Hockey Coach  
Cheryl Canfield, Specialist in Athletics  
Neil Caniga, Head Tennis Coach  
Rachel Curtiss, Head Men's & Women's Swimming & Diving Coach  
Carter Gusway, Assistant Football Coach

Chris Downs, Head Men's Basketball Coach  
Mary Drueding, Head Equestrian Coach  
Robin Durocher, Fitness Center Director  
Jared Hatz, Strength & Conditioning Coach  
Fran Grembowicz, Head Field Hockey Coach/Assistant Athletic Director  
Tommy Hill, Assistant Men's Hockey Coach  
Kate Howard, Head Women's Cross Country and Track and Field Coach  
Nick Hughes, Director of Rowing, Head Women's Rowing Coach  
Mike Phalen, Assistant Football Coach  
Randy LaBrake, Associate Director of Athletics  
Mary Lawrence, Head Men's & Women's Golf Coach  
Jacob Lees, Assistant Football Coach  
Mare MacDougall, Assistant Coach, Women's Ice Hockey  
Mike Mahoney, Head Men's Lacrosse Coach  
Mike Aikens, Assistant Men's Hockey Coach  
John Newman, Head Men's Cross Country and Track and Field Coach  
Tanner Niles, Assistant Football Coach  
Mike Gugin, hockey operations  
Daniel Puckhaber, Head Football Coach  
George Repicky, Head Men's Rowing Coach  
Dan Roiger, Head Women's Basketball Coach  
Shelly Roiger, Head Volleyball Coach  
Issac Beckstead, Assistant Director of Athletic Media Relations  
Willi Steinrotter, Head Alpine Skiing Coach  
Cheryl Stuntz, Faculty Athletics Representative  
Meghan Nichols, Assistant Sports Information Director  
Michael Toshack, Head Men's Soccer Coach / Assistant AD  
Ethan Townsend, Head Men's and Women's Nordic Skiing Coach  
Alison Phillips, Head Softball Coach  
Chris Wells, Head Women's Ice Hockey Coach  
Ted Wisner, Associate Head Women's Hockey Coach

### **Community and Employee Relations**

Colleen Manley, Director of Human Resources for Employee and Labor Relations

Debra Mousaw, Director of Human Resources for Employee Benefits, Deputy Title IX Coordinator

### **Communications**

Paul Redfern, VP for Communications

Kim Asch, Director of Strategic Communications and Marketing

Deborah Dudley, Senior Writer & Editor

Tara Freeman, Director of Visual Communications

Mark Mende, Director of Communications Operations

Mitch Teich, manager, NCPR

### **Facilities Operations**

Robert Hance, Associate Director

James Kozsan, Assistant Director

Melissa Miller, Assistant Director

Marcus Sherburne, Assistant Director

Ryan Strate, Facilities Manager

Bruce Streeter, Facilities Manager

ST. LAWRENCE  
UNIVERSITY

### **Finance**

Steve Hietsch, VP for Finance and Administration

Heather teRiele, Director of Student Financial Services

Merry Fitchette, Director of Dining and Conference Services

Timothy Gilbert, Assistant Manager, Dining and Conference Services/Canaras Manager

Darrin Goodrow, Associate Vice President of Information Technology

Wendy Lawton, Interim Manager of Northstar Café, Dining and Conference Services

Sebastian Notaro, Assistant Controller

Nick Ormasen, Purchasing Director, Director of EHS

Eric Shinnick, Executive Director of Finance



Kathleen VanTwyver, Manager of Dana Dining Hall, Dining and Conference Services

**Libraries and Information Technology**

John Payne, University Librarian

Mitchell Bresset-McCormick

Carol Cady, GIS Specialist/Map Librarian

Rhonda Courtney, Public Services Librarian Help Desk/Public Services

Gwendolyn Cunningham, Science Librarian

Grant Currie, Manager Educational Technology

Paul Doty, Public Services Librarian

Michelle Gillie, Collection Development and Acquisitions Librarian

Steve Millington, Student Services Coordinator

Olga Grant, Manager of Office Services

Jamie Richardson, Manager of User Services

James Mattice, Director of Network Technologies

Rene Thatcher, Director of Client Services and Educational Technologies

Rhett Thatcher, Manager of Server Technology

Eric Williams-Bergen, Director of Digital Initiatives

Arline Wolfe, Arts Metadata Tech & Music Library Supervisor

**President's Office**

Kathryn Morris, President

Cheryl Casey-Roe, Assistant to the President

**Student Life**

Earlhagi Bradley, Vice President and Dean of Student Life

Sarah Coburn, Associate Director of Career Services

Jason Coleman, Safety & Security Dispatcher

JR Collette, Safety & Security Officer

Crysta Corbett, Safety & Security Tech Coordinator

Donald Corbine, Safety & Security Sergeant

Maverick Cummings, Residential Coordinator

Rance Davis, Associate Dean of Student Life

Ashlee Downing, Associate Director of Student Activities  
Kimberly Flint-Hamilton, Associate Dean for Diversity & Inclusion  
Tonia Friot, Transportation Coordinator, Safety & Security  
Patrick Gagnon, Assistant Vice President, Safety & Security and Emergency Management and Deputy Title IX Coordinator  
Richard Gantt, Safety & Security Dispatcher  
Michelle Gould, Assistant Director of Career Services  
Susan Johnson, Assistant to the Associate Vice President for Safety & Security and Emergency Management  
Stacie LaPierre, Senior Associate Director of Residence Life  
Beth Larrabee, Associate Director of Career Services  
Laura Lavoie, Director of Wellness Education and Student Engagement  
Mark Lepone, Safety & Security Officer  
Melanie Locy, Assistant Director, Safety & Security  
Chris Marquart, Assistant Dean of Student Life and Director of Residence Life  
Kailey Martens, Safety & Security Officer  
Sharon Rodriguez, Residential Coordinator  
Juliette Rutherford, Safety & Security Dispatcher  
Liam Sullivan, Residential Coordinator  
Blake Sharlow, Safety & Security Sergeant  
Todd Sloan, Safety & Security Officer  
Tom Stafford, Safety & Security Officer  
Kimberley Trombley, Safety & Security Dispatcher  
Elaine White, Executive Secretary in Student Life, DHHB member  
Bryan Zimmer, Safety & Security Sergeant

**Directors of Programs Abroad 2022-2023**

London – David Murphy

London FYP (Fall of 2022) – Tom Greene

France – Maegan Bos (Spring 2023)

Spain – Shelley McConnell

New York City – Brook Henkel

Kenya - Abdelwahab Sinnary

**Abroad Staff**

Jeannine Wyman, England

Lina Karingi, Kenya

Judith Deshotels, Spain



## Appendix C – Renewal House – MOU



### MEMORANDUM OF UNDERSTANDING BETWEEN

St. Lawrence Valley Renewal House for Victims of Family Violence, Inc. and St. Lawrence University

This Memorandum of Understanding (MOU) is entered into by Renewal House and St. Lawrence University.

The MOU formalizes the commitment of the parties to work together to provide trauma informed services to student and employee victims of sexual assault and to improve the overall response to sexual assault at St. Lawrence University. The parties share the goal of preventing sexual assault on campus and in the community, and responding appropriately to students and employees who have been victimized.

#### I. Description of the Partner Agencies

Renewal House is a not-for-profit, community-based organization dedicated to the elimination of sexual violence in all its forms. Renewal House provides free, confidential services including a 24-hour hotline, medical and legal advocacy, community education and training for professionals. Through direct services and education, Renewal House provides services to more than 900 individuals annually. Renewal House provides empowerment-based services that focus on emotional support, advocacy, and justice for victims of sexual assault.

St. Lawrence University was founded in 1856, and serves approximately 2400 students. Its mission is to provide high-quality education in a safe learning environment.

#### II. History of Previous Collaboration

St. Lawrence University and Renewal House have collaborated for over 7 years on programs to prevent sexual violence on campus. Renewal House has conducted on-campus educational programs for students and staff of St. Lawrence University and provided professional training for health center staff. This MOU builds on the previous collaboration to provide services to victims and training to additional school officials.

#### III. The Role of the Renewal House

Safety and Security  
23 Romoda Drive  
Canton, NY 13617



ph: 315-239-5555  
fx: 315-239-7414  
2375916-2-01512016



Renewal House agrees to:

- Provide services that are accessible and appropriate for students and employees referred by St. Lawrence University.
- Provide 24-hour rape crisis hotline services available to students and employees of St. Lawrence University.
- Provide confidential crisis intervention, counseling, information and referral, and accompaniment to medical and legal services as requested by students and employees.
- Provide students and employees of St. Lawrence University with information about how to file a complaint with St. Lawrence University and/or to local law enforcement and offer to assist students and employees with filing such a complaint.
- Provide St. Lawrence University with general information about incidents of sexual violence and other reportable offenses for inclusion in its annual Clery Act security report and to help St. Lawrence University identify patterns or systemic problems related to sexual violence.
- Meet regularly with the school's Title IX Coordinator/Deputy Coordinator or designee to share information about: the needs of victims, trends in sexual assault services provided, additional services that are needed by students and employees, and the effectiveness of the school's sexual assault prevention and response programs.
- Provide training to St. Lawrence University health care and student services staff, officials involved in student conduct proceedings, and campus law enforcement on the incidence and prevalence of: sexual assault, myths about sexual assault, the physical and emotional effects of sexual assault; on victims, the neurobiology of trauma, and appropriate methods for interviewing and communicating with victims.
- Assist schools with the development and provision of prevention programming and training to faculty, students and school officials.
- Participate in St. Lawrence University sexual assault response team (SART) or other coordinated team effort.

#### III. The Role of St. Lawrence University

St. Lawrence University agrees to:

- Identify a central point of contact for Renewal House staff to facilitate referrals for confidential services. The Title IX Coordinator or Deputy Coordinators shall serve in this capacity.

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Canton, NY 13617



ph: 315-239-5555  
fx: 315-239-7414  
2375916-2-01512016

- b) Provide training to Renewal House staff about: on-campus resources that are available to student and employee victims of sexual assault; the federal and state requirements for St. Lawrence University in responding to sexual assault; reporting procedures for victims who wish to file a report with campus security and safety and/or a complaint with St. Lawrence University officials; the student code of conduct and disciplinary process; and the educational accommodations that can be provided to victims of sexual assault.
- c) Provide printed and online materials about reporting options for students and employees, including information about how to file a complaint with St. Lawrence University and/or local law enforcement.
- d) Inform the Renewal House about the reporting obligations of school employees and identify those school employees with whom students can speak confidentially (and any exceptions to that confidentiality.)
- e) Inform Renewal House about the school's prohibitions on retaliation, how allegations of retaliation can be reported, and what protections are available for students who experience retaliation.
- f) Ensure availability of the Title IX Coordinator/Deputy Coordinators or designee to meet regularly with Executive Director, Program Director or designee.
- g) Collaborate with the Renewal House on prevention approach and activities.
- h) Assist Renewal House with costs associated with training and programs provided to St. Lawrence University.

IV. Confidentiality

Renewal House and St. Lawrence University affirm the importance of providing students and employees with options for confidential services and support. All services provided by Renewal House to students and employees of St. Lawrence University will be kept confidential except in the following circumstances:

- a) If the student or employee wants information shared with St. Lawrence University or the Safety & Security Department, or local law enforcement, Renewal House will obtain informed consent for release of the information. When releases of information are required, they will be written, informed, and reasonably time-limited.
- b) Renewal House will provide St. Lawrence University aggregate data about incidents of sexual violence and other reportable offenses to include in its annual Clery Act security report and to help St. Lawrence University identify patterns or systemic problems related to sexual violence. No personally identifying information will be provided for Clery Act purposes. Renewal House



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tel: 315-239-5555  
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2375610.0@STL.EDU

will consult with victims regarding what information needs to be withheld to protect their identity.

c) If the federal or state law requires disclosure because there is an imminent risk of harm to self or others, the Title IX Coordinator/Deputy Coordinators will determine: who will be notified; in what form; what information will be provided to the victim regarding this disclosure; and what steps will be taken to protect the victim from the imminent risk.

VI. General Provisions

Either party may terminate this agreement by notification in writing to the other party.

By 

President, St. Lawrence University

Date Nov 3, 2014

By 

Executive Director, Renewal House

Date 10-31-14



Safety and Security  
23 Remondia Drive  
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## Appendix D- Canton Police Department - MOU



Memorandum of Understanding Between  
ST. LAWRENCE UNIVERSITY SAFETY & SECURITY DEPARTMENT And  
CANTON VILLAGE POLICE DEPARTMENT  
September 20, 2016

This Memorandum of Understanding being entered into by and between ST. LAWRENCE

UNIVERSITY SAFETY & SECURITY DEPARTMENT and the CANTON VILLAGE POLICE DEPARTMENT, defines the respective duties and obligations with regard to law enforcement jurisdiction, safety and security jurisdiction, emergency responses, criminal investigations, traffic/pedestrian control, officer training, and mutual aid, within the Village of Canton.

WHEREAS, the parties have determined that as entities which have certain responsibilities for the safety of staff, students and visitors of St. Lawrence University, and the citizens of the Village of Canton, and that the common good would be served by an agreement between the parties outlining responsibilities with respect to the buildings and grounds located on St. Lawrence University property.

NOW, THEREFORE, the parties agree as follows:

### 1. PARTIES

The to this Agreement are the CANTON VILLAGE POLICE DEPARTMENT and the ST. LAWRENCE UNIVERSITY SAFETY & SECURITY DEPARTMENT.

### 2. PURPOSE

The CANTON VILLAGE POLICE DEPARTMENT and the ST. LAWRENCE UNIVERSITY SAFETY & SECURITY DEPARTMENT have certain responsibilities for the safety of the staff, students and visitors of St. Lawrence University. They

recognize that cooperative and effective interaction is imperative to the successful accomplishment of their collective mission. This Agreement serves as an operational framework for their ongoing and cooperative public safety efforts.

### 3. THE CAMPUS

The Campus is generally defined as property owned, leased, recognized by, or used by St. Lawrence University in furtherance of its educational mission and business objectives.

### IV. ST. LAWRENCE UNIVERSITY SAFETY & SECURITY DEPARTMENT

A. The ST. LAWRENCE UNIVERSITY SAFETY & SECURITY DEPARTMENT will have jurisdiction for handling all police related events occurring within the Campus as provided as follows:

1. Minor property crimes such as burglary, theft, fraud and malicious destruction of property which result in a loss of less than \$2,500 and which appear to have been perpetrated from within the Campus, shall be handled by the ST. LAWRENCE UNIVERSITY SAFETY & SECURITY DEPARTMENT, unless the victim requests that the case be handled by the

CANTON VILLAGE POLICE DEPARTMENT. Cases which result in a loss of more than

\$2,500, those which appear to have been perpetrated by suspects from outside the Campus Community, and crimes which appear to be part of a pattern of crime will be immediately referred to the CANTON VILLAGE POLICE DEPARTMENT for investigation and action.

2. Minor crimes, such as alcohol violations, unlawful possession of marijuana, disorderly conduct and loud parties occurring on the campus, shall be handled primarily by the ST. LAWRENCE UNIVERSITY SAFETY & SECURITY DEPARTMENT. If it determines that an incident requires investigative expertise or operational resources beyond its abilities, ST.

LAWRENCE UNIVERSITY SAFETY & SECURITY DEPARTMENT will notify the CANTON VILLAGE POLICE DEPARTMENT immediately and request that it assume case responsibility. In such case, the ST. LAWRENCE UNIVERSITY SAFETY & SECURITY DEPARTMENT staff will immediately provide CANTON VILLAGE POLICE

DEPARTMENT staff all available information and detailed reports, including those relating to their observations and actions prior to referral. In addition, the ST. LAWRENCE UNIVERSITY SAFETY & SECURITY DEPARTMENT will assist and the CANTON VILLAGE POLICE DEPARTMENT with the investigation.

3. Minor assaults committed on the Campus shall be handled primarily by the ST.

LAWRENCE UNIVERSITY SAFETY & SECURITY DEPARTMENT. If it determines that an incident requires investigative expertise or operational resources beyond its abilities, ST.

LAWRENCE UNIVERSITY SAFETY & SECURITY DEPARTMENT will notify the CANTON VILLAGE POLICE DEPARTMENT immediately and request that it assume case responsibility. In such case, the ST. LAWRENCE UNIVERSITY SAFETY & SECURITY DEPARTMENT staff will immediately provide CANTON VILLAGE POLICE

DEPARTMENT staff all available information and detailed reports, including those relating to their observations and actions prior to referral. In addition, the ST. LAWRENCE UNIVERSITY SAFETY & SECURITY DEPARTMENT will assist and support the CANTON VILLAGE POLICE DEPARTMENT with the investigation.

4. The ST. LAWRENCE UNIVERSITY SAFETY & SECURITY DEPARTMENT may perform traffic control and assist pedestrians crossing village roadways when St. Lawrence University is sponsoring campus functions such as but not limited to: athletic events, alumni/parents events, orientations, and commencements. The ST. LAWRENCE UNIVERSITY SAFETY & SECURITY DEPARTMENT agrees to notify the CANTON VILLAGE POLICE DEPARTMENT prior to any major event to coordinate traffic/pedestrian control and to determine additional staffing needs. St. Lawrence University agrees to accept all liability, and agrees to indemnify and hold harmless the Village of Canton from all liability arising from its negligence in connection with any accident or injury that occurs during the course of the University's traffic/pedestrian control activities.

5. The ST. LAWRENCE UNIVERSITY SAFETY & SECURITY DEPARTMENT agrees to license, perform background checks, and provide training to all safety & security officers as specified by the New York State Division of Criminal Justice Services Security Guard Program, New York State Department of State Division of Licensing Services, and the Jeanne Clery Disclosure of Campus Security Policy and Campus Crime Statistics Act.

- B. Date/acquaintance rapes or sexual offenses reported to the ST. LAWRENCE UNIVERSITY SAFETY & SECURITY DEPARTMENT will be handled in a manner consistent with the victim's wishes. Should the victim wish not to make a formal



police report, the ST. LAWRENCE UNIVERSITY SAFETY & SECURITY DEPARTMENT will execute a declination of prosecution form with the victim which reflects her/his unwillingness to cooperate with a criminal investigation. The ST. LAWRENCE UNIVERSITY SAFETY & SECURITY DEPARTMENT will provide the CANTON VILLAGE POLICE DEPARTMENT CHIEF with the specifics of the allegation, but will not reveal the identity of the victim unless permission is provided by the victim to do so.

V. CANTON VILLAGE POLICE DEPARTMENT

A. The Police Department will have primary responsibility for handling police-related events occurring within the Campus as follows:

I. Crimes of violence resulting in significant injury or death, including actual and attempted homicides, rape, and sexual assaults, robberies, serious assaults, such as first degree assaults and those involving the use or implied use of a weapon, suicides, suspicious or unattended deaths and industrial accidents. Significant injuries are defined as those injuries requiring hospitalization and/or significant medical treatment and include in-progress and late reported crimes. The ST. LAWRENCE UNIVERSITY SAFETY & SECURITY DEPARTMENT will immediately refer any such crimes to the Police Department for investigation. In addition, as required by New York Education Law Section 6434 — Investigation of violent felony offenses and missing student reports; ST. LAWRENCE UNIVERSITY will report such crimes, as defined in NY Penal Section 70.02, and missing student reports to the CANTON

VILLAGE POLICE DEPARTMENT promptly and support a coordinated investigation process between both departments. The CANTON VILLAGE POLICE DEPARTMENT has primary law enforcement jurisdiction of all property within the incorporated Village of Canton and will conduct investigations of reported crimes.

2. Missing person cases. The ST. LAWRENCE UNIVERSITY SAFETY & SECURITY

DEPARTMENT will report missing persons cases to the CANTON VILLAGE POLICE DEPARTMENT immediately so that a CANTON VILLAGE POLICE DEPARTMENT officer may be dispatched to handle the investigation. In addition, as required by New York Education Law Section 6434 — Investigation of violent felony offenses and missing student reports; ST. LAWRENCE UNIVERSITY will report missing student cases to the CANTON VILLAGE POLICE DEPARTMENT promptly and support a coordinated investigation process between both departments.

3. All controlled dangerous substance violations: The ST. LAWRENCE UNIVERSITY SAFETY & SECURITY DEPARTMENT will immediately refer such matters to the CANTON VILLAGE POLICE DEPARTMENT for investigation and action.
4. All other crimes for which the ST. LAWRENCE UNIVERSITY SAFETY & SECURITY DEPARTMENT has not assumed responsibility pursuant to Paragraph III.

VI. ADDITIONAL ST. LAWRENCE UNIVERSITY SAFETY & SECURITY DEPARTMENT RESPONSIBILITIES

A. Patterns of crime developing within the Campus Community will be reported by the Director of Campus safety to the CANTON VILLAGE POLICE DEPARTMENT as soon as practical. Significant crimes that occur off-campus but may pose a serious or continuing threat to the

Campus Community will be immediately reported to the dispatcher of the ST. LAWRENCE UNIVERSITY SAFETY & SECURITY DEPARTMENT by the on-duty CANTON VILLAGE POLICE DEPARTMENT supervisor or the supervisor's designee.

B. If at any time an on-duty supervisor of the ST. LAWRENCE UNIVERSITY SAFETY & SECURITY DEPARTMENT feels that a case or situation exceeds their ability to safely, effectively and appropriately handle or investigate a matter/case, it should be referred to the CANTON VILLAGE POLICE DEPARTMENT at that time. Care should be taken to involve the CANTON VILLAGE POLICE DEPARTMENT at the earliest possible opportunity to reduce confusion and duplication of effort while maximizing the integrity of the crime scene and preliminary investigation. If this should occur, the on-duty ST. LAWRENCE

UNIVERSITY SAFETY & SECURITY DEPARTMENT supervisor will ensure that all staff members complete detailed reports to be provided to the CANTON VILLAGE POLICE DEPARTMENT investigator at the earliest possible opportunity.

C. Crimes involving suspects from outside the Campus Community create unique challenges for ST. LAWRENCE UNIVERSITY SAFETY & SECURITY DEPARTMENT staff.

Accordingly, cases potentially involving suspects from outside the Campus Community will immediately be referred to the CANTON VILLAGE POLICE DEPARTMENT for investigation at the earliest opportunity.

## VII. MUTUAL ASSISTANCE

The CANTON VILLAGE POLICE DEPARTMENT will provide any reasonable assistance requested by the ST. LAWRENCE UNIVERSITY SAFETY & SECURITY DEPARTMENT relating to matters of public safety, maintenance of order and the investigation of crimes. Requests for assistance will be approved based upon the ability of the CANTON VILLAGE POLICE DEPARTMENT to provide the requested assistance at the time of the request.

Requests for assistance should be made as early as practical to optimize the ability of the CANTON VILLAGE POLICE DEPARTMENT to plan for and provide the requested assistance and resources.

## VIII. SPECIAL EVENTS

From time to time major events are planned on the St. Lawrence University Campus that may have an impact on the larger town community. Timely planning and coordination by ST. LAWRENCE UNIVERSITY SAFETY & SECURITY DEPARTMENT with the CANTON VILLAGE POLICE DEPARTMENT is important to ensure that the event is adequately staffed and that public safety is ensured. The Director of Safety & Security or the Director's designee will contact the CANTON VILLAGE POLICE DEPARTMENT as early as practical to initiate the planning process and coordination process. The CANTON VILLAGE POLICE DEPARTMENT's principal point of contact is the Chief of Police or Chief's designee.

## IX. ADDITIONAL CANTON VILLAGE POLICE DEPARTMENT RESPONSIBILITIES

- A. Where legally and operationally expedient, members of the CANTON VILLAGE POLICE DEPARTMENT initiating criminal or civil process (i.e., criminal investigations, drug investigations, arrests, service of arrest warrants, criminal summons, peace/protective orders and/or search warrants) on campus will inform the ST. LAWRENCE UNIVERSITY SAFETY & SECURITY DEPARTMENT in advance of their intended activity. When this is not possible or practical, all information which can be shared relating to the matter will be provided to the Director of Safety & Security or the Director's designee at the earliest practical opportunity following the activity.

## X. MUTUAL COOPERATION

- A. Members of the CANTON VILLAGE POLICE DEPARTMENT and the ST. LAWRENCE UNIVERSITY SAFETY & SECURITY DEPARTMENT will conduct their interactions in a professional, collegial and respectful manner at all times.

Problems or issues relating to this agreement or interaction between the party agencies and/or their members will be addressed in a timely manner at an appropriate level of supervision.

B. Public safety information and criminal intelligence will be shared regularly and proactively between the CANTON VILLAGE POLICE DEPARTMENT and ST.

LAWRENCE UNIVERSITY SAFETY & SECURITY DEPARTMENT. This will be accomplished in a manner consistent with all applicable laws.

C. The Director of SAFETY & SECURITY and the Chief CANTON VILLAGE POLICE DEPARTMENT may enter into more specific and detailed operational procedures and guidelines, provided that such additional items are consistent with the above provisions.

#### XI. INDEPENDENT RELATIONSHIP

Neither Party shall have the power or authority to create any obligation on behalf of the other, either express or implied. The CANTON VILLAGE POLICE DEPARTMENT is not responsible for the manner in which the ST. LAWRENCE UNIVERSITY SAFETY & SECURITY DEPARTMENT conducts its operations and the ST. LAWRENCE UNIVERSITY SAFETY & SECURITY DEPARTMENT, its officers, agents and representatives shall not be construed as employees, agents or representatives of the CANTON VILLAGE POLICE DEPARTMENT for any purpose. Similarly, The ST. LAWRENCE UNIVERSITY SAFETY & SECURITY DEPARTMENT is not responsible for the manner in which the CANTON VILLAGE POLICE DEPARTMENT conducts its operations and the CANTON VILLAGE POLICE DEPARTMENT, its officers, agents and representatives shall not be construed as employees, agents or representatives of the ST.

LAWRENCE UNIVERSITY SAFETY & SECURITY DEPARTMENT for any purpose.

#### XII. PUBLIC PURPOSE

The parties to this Agreement hereby acknowledge that the acts performed in furtherance of this Agreement by police officers or other officers, agents or employees shall be deemed conclusively for a public and governmental purpose and all of the immunities from liability enjoyed by the parties when acting through their police officers or other officers, agents or employees for a public or governmental purpose within their respective jurisdiction shall be enjoyed by the Parties.

### XIII. WAIVER OF CLAIMS

Each Party to this Agreement waives any and all claims against the other Party to this Agreement which may arise out of their activities with respect to this Agreement.

### XIV. ANNUAL REVIEW

This agreement will be reviewed by the CANTON VILLAGE POLICE DEPARTMENT and the ST. LAWRENCE UNIVERSITY SAFETY & SECURITY DEPARTMENT on an annual basis during the month of January. Changes may be made at any time upon mutual agreement by the Chief of Police and the Director of Safety & Security.

### XV. TERM OF AGREEMENT

The party may terminate this Agreement upon 30 days' notice to the other.

### XVI. SEVERABILITY

If any provision of this Agreement shall be deemed invalid by a court of competent jurisdiction, the remainder of this Agreement, to the extent practicable, shall remain in full force and effect.

### XVII. TERMINATION

Any party to this Agreement shall have the right to terminate it by providing 30 days written notice to the other.

### XVIII. BINDING EFFECT

The parties hereto agree that all covenants, stipulations, promises, agreements and provisions of this Agreement shall apply to bind and be obligatory upon the parties hereto.

### XIX. DUPLICATE ORIGINALS

This Agreement is executed in two counterparts, each one of which shall be deemed an original for each party.

IN WITNESS OF WHICH THIS MEMORANDUM OF UNDERSTANDING has been executed on this day of 2016.

St. Lawrence University

Village of Canton

William L. ...

MICHAEL E. DALTON

William L.

Michael E. Dalton

Signature

Signature

Patrick W. Gabou

JAMES R. SANTIMAW

AVP of Safety & Security

Chief of Police

Patrick W. Gabou

James R. Santimaw

Signature

Signature

