

# Annual Security and Fire Safety Report

BARNARD  
COLLEGE  
2021

This report is a part of the College's efforts to provide you with information on security procedures, services, and resources available on our campus, and especially to remind you of the need to participate in crime prevention. This document was prepared for publication by September 30, 2022. Additional detailed information regarding campus safety and security is available in the Barnard Residence Hall Handbook, on the Barnard College website, and in the various College offices and departments related to the content within this report.

Barnard College sends an e-mail to every enrolled student and current employee on an annual basis to notify them that the report is available to be viewed. The e-mail includes a note about the contents of this report and the web address where the Annual Security and Fire Safety Report can be found. Current reports are available online at

<https://barnard.edu/cares/security-fire-safety-report>

You may request to have a physical copy mailed or emailed to you by calling **212-854-3362**. A printed copy of the report can also be obtained upon request from Barnard CARES office in Elliott Hall.

## A Message from Barnard College Community Safety

Barnard College is committed to providing a safe and secure environment conducive to education. The CARES department promotes safety for the Barnard community across all elements - physical, fire & life, structural, interpersonal, and psychosocial safety. CARES has primary responsibility for campus safety, including security, crime prevention, and fire safety on campus and offers community awareness information to encourage partnership in cultivating a safe campus culture. CARES represents an innovative partnership across four units that coordinates all elements of safety for the Barnard campus community, supporting well-being for all. Located in Morningside Heights in Manhattan, we are a campus community within our neighboring communities: Columbia University and New York City.

We present here the 2021 Annual Security and Fire Safety Report. The report is prepared by CARES staff, who hold responsibility for preparing and supporting the safety and security of the campus, in collaboration with colleagues from offices of the Campus Life and Student Engagement division and other campus offices.

This report will provide you with campus information regarding safety and security and statistics for calendar year 2021 in compliance with The Jeanne Clery Disclosure of Campus Security Policy and Crime Statistics Act and the Higher Education Opportunity Act. Details of policies and procedures of Barnard College and Barnard Community Accountability, Response, and Emergency Services (CARES) units related to reporting crime, campus crime prevention and crime awareness programs, victim's assistance and services, fire safety and emergency procedures are also included. It should be noted that the COVID-19 pandemic beginning in early 2020 resulted in continued reduced campus population for more than half of the 2021 calendar year. This results in a second year of reduced Clery reportable information, that will be outlined in this report, and may appear inconsistent with prior years. Residential campus density was at approximately fifty percent from January until August of 2021, with an increased residential population in fall while many campus operational units continued in remote or hybrid capacity as part of reduced density on campus.

In 2022, we continue to evolve our campus approach to safety across all elements and enhance available resources within the Community Accountability, Response and Emergency Services (CARES) department, which includes four units: Response Team, Preparedness, Community Safety, and Nondiscrimination & Title IX. Barnard College CARES staff provide supportive safety and security preparedness and response for our campus community.

We encourage you to read this report and consider how the information provided can help you, on and off campus. Context is important to consider as we continue this important work, during a

time in which national and local dialogue is, appropriately, attentive to inclusion and structural inequities, safety is informed by individual experience and we can each contribute to creation of a safe community. For more information, to provide feedback or questions regarding this report, please visit <https://barnard.edu/cares> or contact the CARES Department via email at [CARESTeam@barnard.edu](mailto:CARESTeam@barnard.edu), by phone at **212-854-3362**.

Sincerely,

Amy Zavadil, Ph.D.  
Associate Vice President for CARES  
Community Accountability, Response, and Emergency Services

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## SECTION ONE

### JEANNE CLERY ACT

The Jeanne Clery Disclosure of Campus Security Policy and Crime Statistics Act (the "Clery Act"), as amended, requires colleges and universities to:

- Publish an Annual Security and Fire Safety report (ASFR) by the first of October that contains statistics for the last three years regarding specific crimes and fire safety incidents, and must include certain campus security policy statements.
- Disclose crime statistics for the campus including public property, which includes thoroughfares, streets, and sidewalks, that is within the campus, or immediately adjacent to and accessible from the campus. The statistics must be gathered from campus police or security, local law enforcement, and other College officials who have “significant responsibility for student and campus activities”.
- Provide a “timely warning” notification for crimes that have occurred and pose an ongoing “threat to students and employees”, in order to enable the community to protect themselves, and to aid in the prevention of similar crimes.
- Issue an emergency notification, upon confirmation of a significant emergency or dangerous situation involving an immediate threat to the health or safety of students or employees occurring on campus.
- Maintain and provide a public Crime Log identifying “any crime that occurred on campus ... or within the patrol jurisdiction of the campus police or the campus security department and is reported to the campus police or security department”.
- Maintain and provide a public Fire Log recording any fire that occurred in an on-campus student housing facility.

## CLERY GEOGRAPHY

For the purpose of this report, the College must disclose statistics for the campus and adjacent public property as defined above. For Barnard College, the reporting geography includes the following:

Addresses are located within the confines of the 26 Precinct, unless otherwise noted.

601 W 110 Street <sup>1</sup>	606 W 120 Street	3009 Broadway	1233 Amsterdam Ave
600 W 116 Street	2955 Broadway	3015 Broadway	1235 Amsterdam Ave
605 W 116 Street	2957 Broadway	3019 Broadway	1237 Amsterdam Ave
607 W 116 Street	2961 Broadway	3023 Broadway	1239 Amsterdam Ave
616 W 116 Street	3001 Broadway	3025 Broadway	537 West 121 Street <sup>2</sup>
620 W 116 Street	3003 Broadway	2-12 Claremont Ave	*217 Manhattan Ave
620 W 119 Street	3005 Broadway	26 Claremont Ave	*352 West 110 St
624 W 119 Street	3007 Broadway	42-76 Claremont Ave	

\*Addresses located within the confines of the 24 Precinct.

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<sup>1</sup> 601 W 110th Street is not Barnard owned

<sup>2</sup> 537 W. 121st Street residence hall added to Barnard Clery Geography August 23, 2019



## **TIMELY WARNINGS, EMERGENCY NOTIFICATIONS, AND OTHER ALERTS**

Members of the community are encouraged to report all crimes and other safety and security concerns promptly to Barnard's CARES Department. The College will include applicable reported incidents in the annual crime statistics and provide accurate and timely notices to the community, when appropriate.

Timely Warnings notify the campus community about Clery Act crimes, occurring anywhere in our Clery geography, that present a serious or continuing threat to students and employees. The College distributes Timely Warnings to the entire community through email and/or text messaging. The applicable crimes are defined in the Uniform Crime Reporting Program (UCR) / National Incident Based Reporting System (NIBRS) including reports of arson, criminal homicide, and robbery. The College issues Timely Warnings on a case-by-case basis, considering factors such as whether there is a continuing or immediate threat to the community, the possible risk of compromising law enforcement efforts, and the nature of the crime. Timely Warnings are sent and posted as soon as the pertinent information is available in order to provide appropriate information to the community. To protect the privacy of the victim(s), the Timely Warning will not include the victim(s) name(s), except in appropriate circumstances.

Emergency Notifications notify the campus community about confirmed threats to health and safety that occur on or are imminently threatening our campus. Such threats may or may not be crimes. For example, the College may send an Emergency Notification about an event such as a gas leak or illness outbreak.

The College may issue information to the community through email and/or other print or web based communication about threats or risks to property, or other issues that do not warrant a Timely Warning or Emergency Notification but serve to address campus safety and crime prevention. These issues may be referred to as "community alerts," and could relate to non-Clery-related issues such as a pattern of thefts of packages from building lobbies or information about current scams. Such alerts are issued at the discretion of Barnard's Clery compliance team and may also be found on the CARES crime alert [webpage](#).

## EMERGENCY NOTIFICATION SYSTEM

In the event of a significant emergency or dangerous situation involving an immediate threat to the health or safety of students or employees occurring on campus, Barnard CARES staff 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 current emergency. Activation of the emergency messaging system is designed to instantly and simultaneously contact students, faculty and staff via notifications through a text message to their cell phone and/or to their official Barnard College email account, and may prompt a posting to the crime alerts page or general announcements on the homepage of Barnard's website [www.barnard.edu](http://www.barnard.edu). Subsequent messages and updates will be coordinated through Community Safety and CARES, the Communications Department and Residential Life Administrators upon activation of the Emergency Management Operations Team, if applicable. Immediate notifications to a segment of the community may be considered if the emergency is limited to an affected segment of community or location.

Students are automatically enrolled in Barnard's alert system utilizing the cell phone number that is provided to the College. Please log into [Slate](#) to confirm your cell phone number is correct.

Barnard students can also opt into Columbia University's Public Safety text alert system by logging in with your Columbia UNI to [Columbia SSOL](#). The link can be found under "Your Academic Records." Select "Text Message Enrollment." Because of our separate locations, these University alerts will, on occasion, include information about incidents that are not in close proximity to Barnard's campus. In some instances, you will receive messages from both Barnard and Columbia University alert systems.

***Important Note:*** The emergency text notification system is tested each semester. Barnard cannot be held liable for students, faculty and staff who do not receive emergency messages or who do not register their cell phone number through Human Resources for faculty and staff, or the Registrar's Office (via Slate) for students. Changes in contact information including cell phone numbers, must be reported to the appropriate office in order to maintain the ability to receive emergency messages through this alert system.

## Frequently Asked Questions

### ***When Will the Barnard Emergency Notification System Be Used?***

The Emergency Notification System will be used when there is an imminent threat and quick action is urgently required by the campus community.

Examples include, but are not limited to:

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

Text messages will be used only during such emergency as a means of immediate notification and will provide subsequent updates as available throughout the emergency.

***How Will I Know the Emergency Alert Message is Genuine?***

The message sender will appear as follows:

- Barnard admin, CARES, or a 5-6 digit number (i.e. 572-84)
- The type of alert will follow (i.e. Test, Alert, Dangerous condition, etc.)
- Instructions as to what action to take will follow (i.e. shelter in place, evacuate, avoid an area, etc.)

***Will My Contact Information be Shared with Anyone?***

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

***Is there a Fee for the Emergency Alert System?***

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

***Can I register my family and friends for this system?***

The emergency alert system is only for currently enrolled students, as well as current faculty and staff of Barnard College.

***Are there other ways the community will get information that is important but might not require urgent action?***

The College utilizes the Barnard website for communication such as closures or schedule changes that impact the majority of the campus community. Email communication may be used for important messages to all or portions of the College campus community when a situation does not meet the threshold of an imminent active threat or significant emergency. Community alerts, such as information about recent crime prevention reminders or notifications about unsolved crimes relevant to campus safety, are also shared on the Community Safety page of the Barnard website <https://barnard.edu/cares/crime-alerts>.

## SNOW AND EMERGENCY SCHOOL CLOSINGS

The College will announce any closing on the Barnard website ([alert.barnard.edu](http://alert.barnard.edu)), and you may also listen to AM radio station 1010 WINS for any possible closing announcement. In addition, you may call the **emergency information line, 212-854-1002**. A pre-recorded message will be placed on that line in the rare instance that a decision is made to cancel class or reduce in person operations at the College.

## DAILY CRIME AND FIRE LOGS

Barnard Community Safety maintains a daily campus Crime Log and CARES maintains a separate Fire Log, both of which are available for viewing by request at the Community Safety unit's office Monday through Friday, during business hours in Barnard Hall room 104.

The Crime Log is used to record crimes reported to Barnard Community Safety by incident number, date of crime, time of occurrence, general location, and disposition (if known). All reports of crimes received by Community Safety that occurred within the required geographic locations and within the Community Safety patrol jurisdiction are entered into the Crime Log, except where such disclosures are prohibited by law or would jeopardize the confidentiality of the victim. Such information may also be withheld if there was clear and convincing evidence that the release of the information would cause the suspect to flee or result in the destruction of evidence, however once the adverse effect described above is no longer likely to occur the information required will be disclosed in the log. Entries or a change in the disposition of a complaint will be recorded within two business days of receipt. The crime log is accessible to public view for the most recent 60-day period during normal business hours. The institution will make available any portion of the log older than 60 days within two business days of such request for inspection.

The Fire Log is used to record all fires that occur in any on-campus student housing facility. This includes already extinguished fires as well as those discovered while still burning, regardless of whether or not it was an emergency situation requiring a response from the Fire Department (FDNY) or if it were a minor fire easily extinguished. All fires will be recorded by incident number, date the fire was reported, date and time of occurrence, general location, and nature of the fire.

## EMERGENCY MANAGEMENT

The CARES Department coordinates emergency management and preparedness policies and procedures for the Campus. The Emergency Management Committee is comprised of campus representatives from all divisions of the College. This group meets regularly to develop and coordinate preparation, planning, response, business continuity and restoration for Barnard College in the event of an emergency or major disaster. Through the ongoing development and review of the Emergency Operations Plan (EOP) the committee oversees the overall development, implementation and work practices that best suit college-wide emergency management needs. Emergency protocols and procedures are reviewed and exercised annually. Helpful information for individual campus community members is provided in the Barnard [Emergency Response](#) Procedures for the campus community on the College [portal](#).

## SECTION TWO

### BARNARD COMMUNITY SAFETY UNIT

As the primary security and emergency response staff, Community Safety works collaboratively with the Response Team and Preparedness staff in support of effective action for all involved in both first response and imminent threat emergency response instances on campus. Community Safety responds to serious, unexpected, and often dangerous situations requiring immediate action; such matters may pose an immediate threat to health, life, property, and/or environment with a high probability of escalating quickly/dangerously without quick intervention. The Community Safety unit at Barnard College is located just opposite the Main Gate at 117<sup>th</sup> Street and Broadway, in Barnard Hall, Room 104. The office is open 24 hours a day, seven days a week including holidays and can be contacted by calling the emergency number for Community Safety, **212-854-6666** or dialing **4-6666** from a campus phone or activating a blue light call box from our various campus locations. The CARES nonemergency line is **212-854-3362**, or dial **4-3362** from a campus phone, and should be utilized for non-emergency timely assistance. Community Safety is a unit of the CARES Department (Community Accountability, Response, and Emergency Services), along with CARES Response Team, Preparedness staff, and Nondiscrimination & Title IX staff. Security coverage for the Campus is provided throughout the year by full time staff consisting of Shift Supervisors, Associate Directors and uniformed Community Safety Officers who patrol the campus, Access Attendants who staff entry desks of campus Residence Halls, and Dispatchers who ensure timely response to calls for emergency assistance. The Response Team staffs the non-emergency line and, where appropriate, responds

to circumstances on campus to provide community assistance, assess additional support needs, and provide assistance with emergency response efforts.

Community Safety Officers (CSOs - sometimes referred to as security guards or guards) are College employees who are licensed by the State of New York and are trained, certified and registered pursuant to the New York State Security Guard Act of 1992. Barnard College security personnel are not peace officers or police officers— their authority to arrest is the same as that of a private citizen, and their scope of enforcement is limited to the rules and regulations of the College within campus property. As agents of the College they perform unarmed interior and exterior patrols 24 hours a day, 365 days a year. Community Safety security booths are positioned at several locations on the campus perimeter. In addition to perimeter security, Community Safety Officers perform interior and exterior building checks, and Access Attendants monitor access and egress for all open Residence Halls 24 hours each day.

The Barnard CARES Department supports the welfare and safety of all members of the campus community and their guests. The department employs a wellness and preparedness strategy that promotes active community engagement with students, faculty, staff, neighborhood constituents and outside law enforcement. The Community Safety staff maintain a relationship with the New York City Police Department. Specifically, the College has a Memorandum of Understanding (MOU) in place with the NYPD to promote timely communication regarding relevant criminal investigations, incidents or arrests involving known affiliates, and/or incidents where there may be a perceived or actual threat to the welfare of Barnard affiliates or stakeholders. In addition, the department collaborates with other agencies including the New York City and New York State Fire Departments, State and Federal enforcement and first responder agencies, and Columbia University public safety and affiliates. Together with these agencies, Community Safety shares in the responsibility of supporting safety on the campus and in the surrounding community.

Barnard College has an approved NYS Security Guard Training Academy, which is administered by the Directors of Community Safety. All Community Safety Officers receive annual recertification training through the Academy or through a NYS DCJS (Division of Criminal Justice Services) certified school. In addition, members of the Community Safety unit receive annual training in first aid and/or cardiopulmonary resuscitation (CPR); use of Automated External Defibrillators (AED); fire safety and emergency response procedures. Annual campus-based training also includes information about nondiscrimination, sexual violence response, effective communication and de-escalation, and campus resources and wellness initiatives. The unit has institutional membership with the Clery Center and other

national organizations and department supervisory staff participate in ongoing professional development.

## **Security for Campus Grounds & Buildings**

A marked patrol unit from the Department, as well as those from the NYPD and Columbia University, patrol the campus perimeter regularly. Although Community Safety Officers are not police officers, they may support response to criminal incidents and crime scenes until the police arrive. In rare applicable circumstances, suspects may be identified and detained for action by the arriving police personnel. Uniformed Officers assigned to various areas on campus regularly patrol both College buildings and campus grounds. Members of the community are encouraged to approach our Officers or supervisors with questions or reports about concerns, crimes, or emergencies.

The College also provides “Blue Light” emergency call boxes throughout the campus, in the tunnel that connects campus buildings, on the perimeter along Broadway and Claremont Avenue, on West 120<sup>th</sup> Street between Broadway and Amsterdam Avenue, and on 110<sup>th</sup> Street outside the Cathedral Gardens Residence Hall. These boxes are simple to use: individuals may activate an alarm by pushing a button on the call box which sends an automatic message via radio in real-time to the Community Safety staff. As a part of this real-time notification, the location of the call box is automatically transmitted to security personnel, allowing an officer to respond in person. A verbal response is made immediately to the call box, letting the caller know that assistance is on the way and allowing the caller to communicate directly with the dispatcher to describe the nature of emergency or threat condition.

The entrances to residence halls are staffed 24 hours a day by Access Attendants, employees of the CARES Department, when students are in residence for the College session. The Access Attendants are responsible for monitoring building access and egress for all residents and guests. Students must present a valid Barnard College ID to gain entrance to residence halls, which are equipped with card-reader technology. Students must tap their cards on the card readers in order to move beyond the main desk, creating a time-stamped electronic record of building access, in alignment with current residency and guest policy. The Access Attendants monitor the card-tapping protocol and are able to see on their desktop computer screens whether the student resides in the building to be granted or denied access after they tap their cards. Following established guest policy, any guests must be signed in by a resident of the building, and guests are only permitted during certain established time frames. In order to be admitted, a guest must show proper identification (including ID tap of BC/CU identification, if applicable) and must be escorted at all times by the resident student who signs them into the building. Resident hosts are responsible for the behavior of their guests while in the building.

Many residence halls have space designated for reserved use for community gatherings or special events. Procedures for such events in these semi-public rooms in the residence halls are regularly reviewed by Residential Life and Events Management staff. Similarly, procedures and supervision schedules for events in non-residential buildings are established through the Events Management Department in consultation with Student Experience & Engagement (SEE), the CARES Department, and other relevant departments. Event needs are reviewed by the College's Events Management Committee.

### **Campus Safety Services**

Barnard Community Accountability, Response, and Emergency Services (CARES) provides community assistance for non-emergency support (via the Response Team) and emergency response (collaboration with Community Safety and Response Team, among others). Students, faculty and staff are encouraged to contact the CARES telephone line for non-emergency concerns, including questions regarding safely navigating their travel throughout the city, safely securing valuable items, and assistance with interactions in the campus community.

Members of the Barnard community can contact CARES and Community Safety for assistance.

**CARES NON-EMERGENCY**  
**Non-Emergencies: 212-854-3362**  
**Email: [CARESTeam@barnard.edu](mailto:CARESTeam@barnard.edu)**

**COMMUNITY SAFETY**  
**Emergencies: 212-854-6666**  
**Email: [communitysafety@barnard.edu](mailto:communitysafety@barnard.edu)**

The CARES Department administers a comprehensive safety platform, including crime prevention programs, fire prevention exercises, emergency preparedness and response training, use of an emergency notification system, and coordination of Emergency Medical Services (EMS) with Columbia University EMS (CUEMS). On demand evening ride share services, through a Columbia partnership with VIA, are available to current Barnard students, as well as inter campus bus service. A student staffed escort service on Columbia's campus is also available to Barnard students when on CU Morningside campus through Columbia University Public Safety. Barnard Community Safety also works closely with the FDNY and NYC Office of Emergency Management to ensure the safety of the Campus community.



The Department maintains and promotes respect for the individual rights and dignity of all persons and continually attempts to instill public confidence by maintaining a high degree of professionalism, dedication and expertise in the delivery of the range of services provided.

## SECTION THREE

### REPORTING CRIMES AND EMERGENCIES

It is imperative that all crimes and suspicious activity be promptly reported to Barnard CARES/Community Safety. The department utilizes a community based, collaborative strategy that aims to effectively promote safety in all its forms among members of the campus community. Every member of the campus community serves as the “eyes and ears” of the College. Although Community Safety encourages the community to call directly to the department for all emergencies, the CARES Response Team was created to provide an option for seeking information about available assistance for those matters that are not related to an immediate threat of harm, to criminal activity or where the caller is unsure about available options and is seeking support. The Response Team is reached at the nonemergency line 212-854-3362. We also recognize that in some circumstances individuals may prefer to first seek confidential assistance or report to other college services or offices for non-emergencies. A list of titles of available confidential campus personnel and resources is provided under the resource section of this report.

#### How to Report a Crime or Other Emergency

For emergencies, **call** 212-854-6666 or **Dial 4-6666** from any campus landline phone or simply push the **RED** button on any “Blue Light” emergency phone to report a crime in progress and/or other emergency need.

To report an incident after the fact or for any non-emergency situation, **call** 212-854-3362 from outside lines (or **4-3362** from a campus landline) to reach the CARES Response Team. Individuals also always have the option to visit the Barnard Community Safety office located in room 104 Barnard Hall or the CARES office in Elliott Hall to request in person assistance. Information may also be shared via online report at [https://barnard-advocate.symplicity.com/public\\_report](https://barnard-advocate.symplicity.com/public_report)

**Off Campus** emergencies may be reported to New York City (or local agency) emergency services by dialing **911**. Community Safety can provide assistance to community members reporting crimes that occurred off campus (that are reported after the fact) to the appropriate NYPD precinct or other relevant agency. Other New York city services can be accessed by phone using 311 or on the web at <https://portal.311.nyc.gov/> .

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

- Nature of the incident or behavior observed
- Details of what happened - whether observed or reported to you
- Specific location of incident
- Identity and/or description of person(s) involved
- Date and time of incident

Be as specific as possible when reporting an incident, giving as much detailed information as available, i.e. description of person(s) attire and features, vehicle(s) details, etc.

Community Safety vehicle and foot patrol are radio dispatched to handle emergencies and security duties anywhere on campus. In addition, there are numerous well-marked emergency (**Blue** Light) telephones located throughout the campus to facilitate the reporting of crimes, fires and other emergency situations.

### **Policies Regarding Reporting Crime Anonymously**

Persons wanting to report a crime or incident after occurrence can do so anonymously by submitting an [online report](#) or by contacting the CARES nonemergency line at **212-854-3362** and requesting to provide information anonymously. When the reporting person's name is shared during reporting, it will be kept private, but the incident may be included in the annual crime statistic report without divulging the person's name or any other information that would infringe on their confidentiality in reporting. However, an allegation of sex or gender-based misconduct involving students or other members of the College community requires any college official to share the reported information with the Director of Nondiscrimination and Title IX Coordinator, also a member of the CARES Department, to ensure available resources and options are shared with impacted individuals. Confidential resources are available to students at Furman Counseling Center. Employees can utilize the Employee Assistance Program for confidential support.

### **Barnard's Response to Reported Incidents**

CARES staff will complete written reports of any crime or suspicious incident that occurs on campus or other mandated areas. Reports are kept on file in a centralized electronic system and relevant information is shared with the appropriate campus departments to ensure appropriate follow up or resolution. Follow-up inquiries or investigations may be

conducted by campus staff, and local law enforcement agency(s) may be notified, when appropriate (this can be discussed further with the reporting party).

### **Reporting Incidents to the New York City Police Department (NYPD)**

Any person reporting a crime to Barnard Community Safety or CARES will be informed of their right to file a police report with the NYPD. Victims/complainants may contact the police directly by calling **911** for emergencies or **311** for non-emergencies anywhere in New York City. Victims/Complainants wishing to file a police report may contact CARES staff for assistance throughout the reporting process. Typically, if NYPD is requested directly to respond to an on campus emergency they will contact Community Safety to respond with them, or they may inform Community Safety of the incident after they have responded. There is a written memorandum of understanding between the NYPD and the College for the investigation of relevant reported criminal offenses that occur on campus property.

### **Advisory Committee on Campus Security**

Barnard's Advisory Committee on Campus Security is composed of students, faculty and staff. The committee meets to review current campus security procedures, share information about observations of campus experience, and make recommendations for improvement. The Community Safety Advisory Council is a collaboration with Diversity, Equity & Inclusion, that meets to discuss safety across all elements and the campus experience.

### **Emergency Medical Services**

All Community Safety Officers receive training in first aid, CPR and use of the AED and many CARES Department personnel complete basic first aid training. In the event a student, faculty, staff and/or visitor requires immediate medical attention while on campus, **immediately call Community Safety at 212-854-6666 or 4-6666** from a campus phone and advise of location and nature of emergency. Community Safety will immediately coordinate initial response and call for necessary emergency medical services.

Emergency Medical Services (EMS) are provided either through Columbia University EMS (CU EMS) or New York City EMS services. CU EMS is a student-operated, New York State-certified Emergency Medical Technician volunteer basic life support ambulance corps. They provide pre-hospital emergency medical care, free of charge, to Columbia University's Morningside Heights Campus, and the surrounding area, 24 hours a day, 7 days a week (with a more limited schedule during academic breaks). CU EMS has been serving the Columbia Community since 1968. The corps currently has approximately 40 active members and responds to over 800 emergency calls per year. <http://cuems.columbia.edu/>

## **SECTION FOUR**

### **MISSING STUDENT NOTIFICATION POLICY AND PROCEDURES**

The term "missing student," for the purposes of this plan, shall refer to any Barnard College student, who resides in a facility owned or operated by Barnard College or Columbia University, who has not been seen by friends, or associates, for a reasonable length of time, whose whereabouts have been questioned and brought to the attention of a member of the Residential Life & Housing Staff, including resident assistants, or any CARES staff.

The College will initiate the following procedure once advised that a student is missing with no reasonable explanation identified for their absence. Ordinarily, the procedure will be initiated after at least a 24-hour period will have elapsed after a normal or scheduled event for which the student's presence has been expected. However, the College, at its discretion, may waive the 24-hour period if circumstances warrant.

When registering online at the start of each semester, each student will be asked to identify a Missing Person Contact, specifying the person whom the College shall notify if the student is determined missing through campus process. This contact information will be confidential and will be accessible only to authorized campus officials. In addition, the contact information shall not be otherwise disclosed, except to law enforcement personnel in furtherance of a missing person investigation.

In addition to the Missing Person Contact, parents of students who are under 18 years of age and not emancipated will also be contacted if such a student is considered missing.

#### **Missing Person Response Procedure**

1. Reports of missing, or suspected missing campus resident students are often initially made to a member of the professional Residential Life & Housing staff (Director, Associate Directors, Community Directors, and Residence Hall Coordinators). CARES will be contacted as part of the response process by Residential Life staff. If a report is made directly to Community Safety or CARES Response Team, the appropriate Residential Life staff will be notified.
2. Following an attempt to reach the student who has been reported missing, and preliminary information gathering or inquiry, the Residential Life staff member will immediately notify the AVP for CARES, Director of Operations for Community Safety or CARES, or their designee, of the report. Together, the representatives from Residential Life & Housing and CARES shall investigate by, among other things: (i) making further inquiries of roommates/suitemates, residents living on the same floor and any other known associates of the suspected missing resident, including inquiry regarding

electronic communication; (ii) accessing and reviewing the student's academic schedule and ascertaining whether the student is attending classes; (iii) attempting to ascertain whether or when last the student has used their ID as a meal card or to access other College buildings or services.

3. If these efforts meet with negative results, the College will promptly (but no later than 24 hours after the initial report) contact the missing student's designated Missing Person Contact. In addition, if the missing student is under 18 years of age and not emancipated, the student's custodial parent or guardian shall also be contacted at this time. The designated Missing Person Contact and/or parent/guardian, as applicable, will be apprised of the situation and asked whether they have any knowledge of the missing student's whereabouts.
4. If these efforts meet with negative results, the Community Safety Director of Operations, or their designee, will promptly (but no later than 24 hours after the initial report) contact the New York City Police Department who will initiate response based on their departmental policy and procedures. The New York City Police Department will be contacted regardless of whether the missing student has named a designated Missing Person Contact (*The New York City Police Department has a standard operating procedure in place to respond to missing persons.*)

## **POLICY ON WORKPLACE VIOLENCE, THREATENING BEHAVIOR AND WEAPONS**

Barnard College is committed to maintaining the safety and security of all members of the Barnard community, including faculty, staff, students, alumnae, vendors, and visitors. The College will not tolerate any act of violence or behavior that is perceived to be violent or threatening from any employee or individual hired to provide services for the College. Any act of violence or threatening behavior toward another individual(s) will result in immediate disciplinary action that may include removal from the workplace and/or termination of employment.

An employee who is found to have committed violent or threatening behavior may also be required to participate in an assessment and professional counseling through the College's Employee Assistance Program as a condition of continued employment. Failure to cooperate with a required treatment plan may also result in further disciplinary action, up to and including termination. The College also reserves the right to initiate criminal/civil prosecution, depending on the severity of the actions.

Violent or threatening behavior includes the following:

1. Physical attacks – e.g., fighting, hitting, shoving, inappropriate touching, throwing objects

2. Intimidation – e.g., angry or hostile behavior intended to frighten or control; loud and inappropriate language or physical activity
3. Bullying, aggressive language or actions with the intent of humiliating, intimidating, or demeaning another individual
4. Threat – verbal or physical intent to perform a harmful act; includes verbal or written suicidal threats
5. Stalking — harassment by electronic, physical, verbal or written communication; physically following or inducing emotional or psychological harm to another individual
6. Property damage – intentional destruction of College property or property belonging to another
7. Weapons – possession of a weapon; intent to do harm to oneself or others with a weapon.

## **Weapons**

Barnard College prohibits the unauthorized possession or use of weapons, explosives, and dangerous materials on its premises or in conducting its business, unless specifically authorized by a Director in Community Safety. Employees should report violent or threatening behavior, suspicious activities or persons, and other prohibited conduct immediately to a manager or supervisor, and/or Community Safety/CARES Department.

## **Reporting Incidents of Workplace Violence**

All employees of the College are required to report any incidents of violence or threatening behavior without fear of retaliation from managers or co-workers. Employees are encouraged to be as specific and detailed as possible when making a report. An [online report](#) can be made.

If in doubt, please contact the CARES Community Safety Office or the Office of Human Resources to make a private report. Employees should not attempt to intervene during an active threatening incident, nor place themselves in a possibly dangerous situation.

## **THREAT ASSESSMENT COMMITTEE**

The Threat Assessment Committee is comprised of representatives from the CARES Department, Office of Human Resources, Dean of the College, Office of the Provost, Health Services, Office of General Counsel, and Campus Operations. The committee can be convened, in whole or in part, to review incidents, analyze behaviors and make recommendations regarding safety of the campus and workplace. Members of the committee will be responsible for communication of workplace violence protocol and policy, development and presentation of staff training, and determining appropriate responses to reports of potentially threatening or violent behavior.

## SECTION FIVE

### CRIME PREVENTION AND CAMPUS SECURITY PROGRAM

The College annually posts online, in both print and other web publications, detailed descriptions of crime prevention tips and tips for personal safety and protection of property both on- and- off campus. From time to time, at least once per semester, the CARES Department and other College offices issue online advisories and preparedness information. For example, each December, a special email notice goes out to all employees and students with information about how to guard against cybercrimes, pickpocketing, theft, and burglaries at holiday time. The CARES Department can provide safety presentations to departments or clubs/organizations, email [CARESTeam@barnard.edu](mailto:CARESTeam@barnard.edu) with requests.

Barnard CARES units (including the Title IX Coordinator), BCIT, Residential Life, Being Barnard and other public health offices such as Student Primary Care Health Services conduct informational sessions, workshops and training programs on transportation safety, crime prevention and cybersafety, sexual violence prevention education, bystander skills, and drug and alcohol misuse and abuse. These begin at Orientation for entering students and continue during the school term for all students. Resident Assistants (RAs) and Orientation Leaders receive training at least once per year. All employees are provided an online discrimination and harassment education module, including information about sexual violence prevention, as new hires and annually thereafter. Departments receive in-person training and can request additional workshops or information from CARES, Human Resources, the Title IX Coordinator and other campus partners. All prevention and awareness education sessions, as well as the materials distributed by the College stress not only the role played by the College, but the fundamental responsibility of every member of the community for each of our contributions to community safety.

#### Photo ID Information

Every student and employee at Barnard is to receive a photo ID card, issued through the Columbia University ID card services. It is recommended that campus members visit the CU ID Center webpage at <https://ssc.columbia.edu/id-center> for all information regarding the ID cards. The Barnard ID provides relevant building access on Barnard and Columbia campuses, allows access to approved limited access locations on campus, is used for printing on campus and

Library circulation. A valid Barnard or Columbia ID is needed for access to campus between 11pm-6am daily.

The ID card serves many functions, but most importantly it serves as official identification as a student or employee of Barnard College. Most Barnard buildings have enhanced card reader technology that requires use of the College ID Card for access. For example, for students, if you live on Campus, your ID card also serves as the key to the main entry of your residence hall building. If you are visiting another student at a residence hall, you will need your ID card to be granted access beyond the front desk. ID Cards are not transferable. This means that friends and relatives cannot use the card to make purchases, take out books, or gain access to buildings. Allowing someone else to use your card is a violation of the College policy / student code of conduct that will be referred to the appropriate office for follow up, and the card may be confiscated immediately, and returned, as appropriate, through the follow up conduct process.

There is a \$20 non-refundable fee payable by debit or credit card (Visa or MasterCard) for replacement of lost/stolen University ID cards. To replace a lost or stolen University ID card, you must go to the [ID Center](#) in 204 Kent Hall on the Columbia University Morningside campus, during regular business hours with a valid photo ID. Any swipe access that was provided on the lost card will be deactivated. Upon receiving a new ID, there is a [form](#) to complete to ensure appropriate campus access is transferred to the replacement card. In some cases, this access transfer may take up to 24 hours to process. If a lost ID is located, it should be turned in to the CARES office in Elliott Hall, as it will no longer work for electronic access.

### **Evening Shuttle Operations / Safety Escort**

Barnard participates in the Columbia University VIA Partnership that affords students free on demand VIA ride share service in the identified University area during the evening and overnight hours (6:00pm-3am, extended for an earlier start at 4pm December through March<sup>3</sup> and a late start, 8pm-3am during the summer months). Current details regarding accessing the VIA app and enrolling for this partnership can be found on the web at <https://transportation.columbia.edu/content/via-evening-shuttle>.

Students who present Barnard ID may ride on a Columbia University shuttle bus that makes stops between 108<sup>th</sup> and 125<sup>th</sup> Streets. Columbia Transportation shuttle service is also provided to the CU Medical Center. For further information call **212-854-SAFE (7233)** for schedule information or find information and schedule available on the Columbia transportation [website](#).

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<sup>3</sup> Hours are set by Columbia transportation and current information can be found on the web at <https://transportation.columbia.edu/content/via-evening-shuttle>



Columbia University's Safety Escort Program on the Morningside Campus operates from Columbia's Morningside campus from 7:00pm to 3:00am every night when classes are in session. Trained students respond to requests for an escort between Morningside Columbia campus buildings to residences within the immediate area. These CU Safety Escort requests can be made by calling 212-854-SAFE to reach Columbia Public Safety.

Barnard students can also call the CARES nonemergency line at 212-854-3362 for a phone escort, asking for the dispatcher/call taker to stay on the line with them while they make their way to their destination.

## Facilities Services

The Facilities Services Department maintains the College's buildings and grounds and works in collaboration with the CARES Department in support of safety and security. Potential safety and security hazards, such as windows and locks that are not secured properly, that are discovered during security patrols or reported to Community Safety are reported to Facilities for prompt repair. The Facilities Services Department, located in Barnard Hall, is open from 8:00am to 5:00pm during weekdays, and may be reached by calling 212-854-2041, ext. **4-2041**. At night, on weekends and during holidays, building and grounds immediate concerns, such as water leaks or low battery alerts from a smoke alarm, may be made to the CARES nonemergency line at 212-854-3362, ext. **4-3362** to arrange follow up by appropriate Facilities personnel. Students, faculty and staff are encouraged to submit an online facilities work order form located on the Barnard [portal](#) for any repair requests in order to receive confirmation of completion of work, and be able to respond if there are questions about the nature of repair.

## Valuable Property

During the course of an academic year, Barnard CARES Response Team and Community Safety staff recover many items of personal property, either found unattended or turned in by members of the community. Information is taken regarding lost and found items, often this property cannot be returned, as the rightful owner cannot be identified. Found property is held for at least 30 days; we cannot guarantee retrieval of items after this time. There is an online form located on the CARES [webpage](#) to submit information if you have lost track of an item. Barnard Community Safety recommends that members of the campus community record the serial numbers of all valuable equipment, computers, tablets, televisions, etc. and file this information away for safekeeping. Individuals who elect to engrave their valuables, should not use a Social Security number as an identifier. Instead it is recommended that identifier information used have personal meaning, including family birth dates, pet's gotcha date, mother's maiden name, etc. Barnard Community Safety can assist in coordinating with NYPD's Project Identification Program in which NYPD offers identity marking on technology devices and other valuables. In

which case, information used to identify the item including a serial number assigned to property is provided to the NYPD 26 Precinct to assist in the identification of recovered stolen property. Students are encouraged to participate in this program and register valuable property.

## **CAMPUS BUILDINGS**

Building access is controlled by BC/CU ID card readers. Academic and administrative buildings on campus are normally locked after 10:00 PM, unless they are being used for evening events scheduled through Events Management or for educational purposes that are scheduled and communicated to CARES, by faculty members of the College. The Diana Center and Milstein Library Center remain open later (typically until midnight or 2am during classes of a standard academic year) providing access to study space for students. Faculty, staff and students are encouraged to call the non-emergency number when they are working in an office or lab space after hours to raise awareness of their presence when there is limited activity otherwise occurring in a building or area. Hours of access may be reduced as needed, including during the summer months or campus breaks. Interior and exterior building patrols are performed throughout each day with emphasis on secured building access during the hours of darkness. The Campus computerized intrusion and fire alarms are monitored 24 hours a day by safety personnel. Access adjustments or restrictions may be taken and are communicated on the Barnard website.

## **RESIDENTIAL FACILITIES AND POLICIES**

Barnard College can house over 2,300 students in various accommodations. Services and programs intended to enhance the quality of life and to ensure the security and safety of the resident students are major priorities for the Residential Life & Housing, CARES Department and other campus administrators. Each residence hall facility includes a check in desk at each building entry, which is staffed 24 hours each day when students are in residence.

<http://barnard.edu/reslife>.

## **POLICIES AND PROCEDURES FOR ACCESS TO RESIDENCE HALLS**

The entrances to all Residence Halls are staffed by Access Attendants/Doorpersons assigned by Barnard Community Safety. Access and egress is monitored at this checkpoint and all students are required to display their current Barnard or Columbia ID card with residential sticker, utilizing the card reader at the desk where applicable, to gain entry. Staff in CARES and Residential Life & Housing work collaboratively to develop and communicate protocol related to residence hall access. Following applicable guest policy at the time, if permitted, visitors and

guests must provide valid identification, and be hosted by a resident of the specific hall, signed in using the QR code and verified by the Access Attendant prior to entry. A resident student host must meet their guest at the building lobby (or at the main gate between the hours of 11pm-6am when ID access is required for campus access). The host is required to escort their guest at all times in the residence hall and is responsible for the behavior of their visitor/guest while a guest is inside the premises. The policy regarding guest access to Residence Halls may be viewed on the Residential Life & Housing webpage <http://barnard.edu/reslife/policies/guests>.

Barnard CARES staff works closely with the Residential Life staff to ensure that safety and welfare policies are being satisfactorily implemented in and about residence halls and that fire regulations are being followed. Hallways and public areas are periodically patrolled with attention focused on potential physical hazards or security issues. Violations of Residential Life & Housing regulations that are reported to or observed by desk staff are noted and reported to the Residential Life & Housing staff for appropriate follow up. Interpersonal conflicts and disturbances may be forwarded by CARES staff to the Residential Life & Housing staff for follow-up action, when necessary. CARES staff, Response Team and/or Community Safety, will respond when requested and in emergency circumstances, working in collaboration with Residential Life & Housing staff. CARES staff are available to conduct informational security and/or fire safety prevention and preparedness presentations upon request.

## **ALCOHOL AND DRUGS**

Barnard College is committed to creating an environment for its students, faculty, and staff that strongly discourages the abuse or misuse of alcohol and other drugs. The College prohibits the unlawful possession, use, or distribution of illicit drugs and the unlawful possession or use of alcohol by any student who is not 21 years of age or older, or unlawful distribution of alcohol. All students alleged to be in violation of College policy will be subject to disciplinary action. The College Program for Prevention of Drug and Alcohol Misuse and Abuse policy statement can be found at <http://barnard.edu/policy/aod>.

### **Drugs**

Students who are prescribed medications are the only individuals permitted to use them. Any paraphernalia designed or used to ingest substances, including (but not limited to) bongos, roach clips, hookahs, or pipes are not permitted in the residence halls. If found, these items will be confiscated for disposal and not returned. Although marijuana is decriminalized in the City of New York for recreational use by those 21 or older, possession or use on campus is not permitted at any time.

## Alcohol

Students who are 21 years or older are allowed to purchase, possess, and consume alcoholic beverages in accordance with New York State laws and the guidelines set forth in the Barnard College Policies. Students under 21 years of age are not permitted to possess, consume, or serve alcoholic beverages at any time and any underage drinking is a violation of New York State law and is a violation of College policy. Public intoxication of any student, regardless of age, is a violation of College policy. Alcohol and open containers thereof are not permitted in public spaces and lounges in residence halls except as outlined in the College's alcohol policy. Common source beverage containers (e.g. kegs, beer balls, and punch bowls) and/or excessive amounts are not permitted in residence halls, nor are any empty alcohol containers. If found these items will be confiscated and not returned to the student.

<https://barnard.edu/student-code-conduct>.

Violation of alcohol and drug policy may result in disciplinary action, up to and including expulsion and/or criminal charges. The health, safety, and welfare of Barnard College students and our community are of primary concern. In addition to making healthy choices, students are encouraged not only to look out for their own health and safety but also for that of their peers. As such, all Barnard students are expected to enlist support from Barnard CARES, Community Safety and CU-EMS in the event of a medical emergency - specifically those involving extreme intoxication or other ill effects related to the use of alcohol and/or substances. <https://barnard.edu/title-ix/respond/RCAP>

The Denise LeFrak Foundation Alcohol and Substance Awareness Program serves the Barnard Community providing drug and alcohol education, prevention, and intervention efforts on campus. The program's purpose is to promote the healthy development of students enabling them to reach their full potential, with an aim to encourage students to explore their options and ultimately make choices that are positive for them as individuals. For more information visit their webpage <https://barnard.edu/asap>. Similarly, employees may seek the assistance of the Human Resources Department in locating appropriate services. The City of New York provides alcohol and substance harm reduction and treatment resources on the [nyc.gov](https://www.nyc.gov) webpage.

## SECTION SIX

### CAMPUS SECURITY AUTHORITIES

The Jeanne Clery Disclosure of Campus Security Policy and Crime Statistics Act (the "Clery Act"), as amended, requires the College to report the number of occurrences on the Barnard campus of specified offenses for the three prior years. These statistics are compiled by the Department in cooperation with the Office of the General Counsel, the Office of Residential Life and Housing, other relevant Offices of the Campus Life and Student Engagement division (e.g. Community Standards, Advising Deans), campus partners and local law enforcement agencies. Other members of the community considered as "Campus Security Authorities" for the purpose of reporting include *"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 official is defined as any person who has the authority and the duty to take action or respond to particular issues on behalf of the institution."*

Campus "Pastoral Counselors" and Campus "Professional Counselors," when acting as such, are not considered to be campus security authorities and are not required to report crimes for inclusion into the annual disclosure of crime statistics. As a matter of policy, they are encouraged, if and when they deem it appropriate, to inform persons being counseled of the procedures to report crimes on a voluntary basis for inclusion into the annual crime statistics.

The Rulemaking Committee defines counselors as:

#### **Pastoral Counselor:**

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

#### **Professional Counselor:**

An employee of an institution whose official responsibilities include providing psychological counseling to members of the institution's community and who is functioning within the scope of his or her professional licensure or certification.

At Barnard, all students are encouraged to promptly report instances of sexual assault or other forms of harassment or violence, and to participate in the various education and awareness programs and activities concerning personal safety, sexual violence prevention and crisis response, and bystander intervention described in this report and in other campus publications.

In accordance with the provisions of the Jeanne Clery Act, the Barnard College Annual Security Report (ASR) includes statistics of reported crimes that occurred on campus; on campus in a residence hall; in certain off-campus buildings or property owned or controlled by the Barnard (non-campus property); and on public property within, or immediately adjacent to and accessible from, the campus. The report also includes institutional policies concerning campus security issues, such as those concerning alcohol and drug use, crime prevention, the reporting of crimes, sexual assault, and other relevant matters.

The following crime categories must be reported: Murder/Non-negligent and Negligent Manslaughter, Sex Offenses (including Rape, Statutory Rape, Fondling, and Incest), Dating Violence, Domestic Violence, Stalking, Robbery, Aggravated Assault, Burglary, Motor Vehicle Theft, Arson, Hate Crimes, and Arrests for Drugs, Alcohol and weapons. In addition, violation of drug, alcohol and weapons laws referred to the College for disciplinary action are also subject to this report. A complete list of crimes and definitions are provided in Appendix A

## **BIAS RELATED / HATE CRIMES**

Barnard College is a community that is comprised of students, faculty, administration and staff from diverse backgrounds. Barnard College is committed to an inclusive community and sensitivity to safety for all members of its community to include respect for the cultures that nurture individuals and community. Barnard College therefore provides inclusion education and programming as well as having established policies and procedures to protect the entire Barnard College community from the effects of bias and "Bias Related Crimes."

### **What is a Bias Related Crime?**

The New York Police Department Guidelines recognize that a "Bias Related Crime" or "Hate Crime" is any unlawful act that is motivated in whole or in part by a person's, a group's or a place's identification with a particular race, color, religion, ethnicity, gender, age, disability, ancestry, national origin or sexual orientation. Hate Crimes are defined in Article 485.05 (1a) of the New York State Penal Law.

Hate Crimes have been recognized as a genuine threat to our society and a growing problem on college campuses. The National Center for Education Statistics in a publication from July 2020<sup>4</sup> documented "In 2017, of the criminal incidents on the campuses of postsecondary institutions that were reported to police and security agencies, 958 incidents were classified as hate crimes. The three most common types of hate crimes reported by institutions were destruction, damage, and vandalism (437 incidents; hereafter referred to as "vandalism" in this indicator), intimidation (385 incidents), and simple assault (83 incidents)." The report notes

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<sup>4</sup> Full report found on the web at [https://nces.ed.gov/programs/crimeindicators/ind\\_22.asp](https://nces.ed.gov/programs/crimeindicators/ind_22.asp)

that the highest reported Hate Crimes involve bias motivated based upon race, religion, and sexual orientation. The Criminal Justice Information Services of the Federal Department of Justice compiles Hate Crime Statistics nationally<sup>5</sup>, and indicates that approximately one quarter of incidents occur in or near residences/homes. Hate Crime statistics to be included in the Annual Security Report are those *Clery Act offenses*, reported to have occurred in the *Clery geographic category*, that are classified as Hate Crimes based upon actual or perceived race, religion, sexual orientation, gender, gender identity, disability, ethnicity, and national origin.

### **What If I Am the Victim of a Bias Related Crime?**

In order to effectively handle incidents of Bias Related Crimes and prevent future occurrences of such crimes, victims or witnesses of a Hate Crime are encouraged to immediately report the incident to the CARES nonemergency line by calling **212-854-3362** or by visiting the CARES office in Elliott Hall, first floor or visit the Community Safety Office at 104 Barnard Hall to share information and individual observations to allow a matter to be thoroughly investigated. Reports can also be made using the [online report](#) form. Community members may submit an online report anonymously, though please be advised that anonymous reports may limit our ability to investigate a concern.

There are numerous resources available to victims of Hate Crimes. College ombuds services (<https://barnard.edu/meet-ombuds>) and the Nondiscrimination Office provide a starting point (<https://barnard.edu/nondiscrimination-and-title-ix>). Other services are available online and listed in the Barnard Student Handbook, as well as other College & University publications. Counseling and referral services are offered for students by the Rosemary Furman Counseling Center **212-854-2092**, located on the first floor of Hewitt Hall. Employees can access support services or referrals through the Employee Assistance Program.

### **What are the Penalties for Committing a Bias Related Crime?**

Penalties for the commission of a Hate Crime can range from fines to extended prison sentences based on the specifics of the crime. In addition, students or employees charged with committing a Hate Crime may be subject to a College disciplinary process with sanctions up to or including suspension, expulsion, or termination from the College. Other college policies may be applicable for matters of bias that are not crimes. See the student [Code of Conduct](#), and College [Policies](#) (including the Policy on Workplace Violence and the Policy Against Discrimination and Harassment).

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<sup>5</sup> Full 2018 reported date on the web at <https://ucr.fbi.gov/hate-crime/2018/topic-pages/location-type>

## Creating an Inclusive Campus

In an effort to support an inclusive campus community for all students, faculty, staff, and visitors, various Departments across the College work collaboratively to respond to bias related incidents and educate the campus community to encourage consultation and provide early intervention. Although bias incidents may sometimes constitute hate crimes or discrimination/harassment (as defined under the College's [Policy Against Discrimination and Harassment](#)), not all bias incidents rise to meet the threshold of a hate crime or unlawful discrimination. Nonetheless, the Nondiscrimination Office, in collaboration with the entire CARES unit and Diversity, Equity, and Inclusion, continues to work to ensure the community receives adequate and appropriate support, identifies potential patterns of bias and appropriate response, and provides information around best practices to promote inclusive practices in the Barnard community.



# SECTION SEVEN

## CRIME STATISTICS

[Crime statistics](#) for Barnard College for the last three years are filed annually with the United States Department of Education and are available for review. In addition, the Advisory Committee on Campus Security will provide upon request all campus crime statistics as reported to the United States Department of Education. Requests can be made by contacting the Barnard CARES Department at **212-854-3362**.

### 2021 Federal Clery Report

Offense	Year	On Campus: Residence Hall	On Campus: Other	Total On Campus	Non- Campus	Public Property
Arson	2021	0	0	0	0	0
	2020	0	0	0	0	0
	2021	0	0	0	0	0
Murder/ Non-negligent Manslaughter	2021	0	0	0	0	0
	2020	0	0	0	0	0
	2021	0	0	0	0	0
Negligent Manslaughter	2021	0	0	0	0	0
	2020	0	0	0	0	0
	2021	0	0	0	0	0

Offense	Year	On Campus: Residence Hall	On Campus: Other	Total On Campus	Non- Campus	Public Property
Rape	2021	0	0	0	0	0
	2020	0	0	0	0	0
	2021	1	0	1	0	1
Fondling	2021	0	0	0	0	1
	2020	0	0	0	0	2
	2019	0	0	0	0	3
Incest	2021	0	0	0	0	0
	2020	0	0	0	0	0
	2019	0	0	0	0	0
Statutory Rape	2021	0	0	0	0	0
	2020	0	0	0	0	0
	2019	0	0	0	0	0
Robbery	2021	0	0	0	0	0
	2020	0	0	0	0	2
	2019	0	0	0	0	0

Offense	Year	On Campus: Residence Hall	On Campus: Other	Total On Campus	Non- Campus	Public Property
Aggravated Assault	2021	0	0	0	0	0
	2020	0	0	0	0	0
	2019	0	0	0	0	0
Burglary	2021	2	0	2	0	0
	2020	1	0	1	0	0
	2019	1	2	3	0	0
Motor Vehicle Theft	2021	0	0	0	0	0
	2020	0	0	0	0	0
	2019	0	0	0	0	0
Weapons Arrest	2021	0	0	0	0	0
	2020	0	0	0	0	0
	2019	0	0	0	0	0
Drug Arrest	2021	0	0	0	0	0
	2020	0	0	0	0	0
	2019	0	0	0	0	0
Alcohol Arrest	2021	0	0	0	0	0
	2020	0	0	0	0	0
	2019	0	0	0	0	1

Offense	Year	On Campus: Residence Hall	On Campus: Other	Total On Campus	Non- Campus	Public Property
Weapons Referral	2021	0	0	0	0	0
	2020	0	0	0	0	0
	2019	0	0	0	0	0
Drug Referral	2021	0	0	0	0	0
	2020	0	0	0	0	0
	2019	7	3	10	0	0
Alcohol Referral	2021	12	0	12	0	0
	2020	8	0	8	0	0
	2019	71	0	71	0	0

Note: It is important to note that the Drug and Alcohol Referrals for calendar years 2020 and 2021 represent a sharp decline due to the Covid pandemic. In 2021, the spring semester residential capacity was approximately 50%; minimal residential students during summer of 2021. While residential population increased in fall of 2021 there were very limited in person group gatherings. In 2020, minimal numbers are based upon the significant reduction in campus operations beginning in early March 2020. Residential students were not on campus for the majority of the year.

Offense	Year	On Campus: Residence Hall	On Campus: Other	Total On Campus	Non- Campus	Public Property
Stalking	2021	1	0	1	0	0
	2020	2	0	2	0	0
	2019	1	2	3	0	0
Dating Violence	2021	0	0	0	0	0
	2020	1	0	1	0	0
	2019	0	0	0	0	0
Domestic Violence	2021	0	0	0	0	0
	2020	0	0	0	0	0
	2019	1	1	2	0	1

**Public Property, Described**

Includes 116th Street from Broadway to Claremont Avenue, Claremont from 116th Street to 120th Street, 120th Street from Broadway to Claremont, sidewalks on 121st Street on Amsterdam near Plimpton Hall, and on Broadway near 121st St residence, and sidewalks on Manhattan Avenue between 110th Street and 109th Street near Cathedral Garden.

**Hate Crimes**

Clery Act offenses that are classified as Hate Crimes as well as incidents of Larceny-Theft, Simple Assault, Intimidation and Destruction/Damage/Vandalism to Property that are classified as Hate Crimes based upon actual or perceived race, religion, sexual orientation, gender, gender identity, disability, ethnicity, and national origin are to be included in the Annual Security Report.

2021 - No reported hate crime incidents.

2020 - 1 reported hate crime incidents.

One incident involving vandalism of college property based upon race

2019 - No reported hate crime incidents.

### **Unfounded crimes**

A crime can be unfounded by a determination by sworn or commissioned law enforcement personnel that the report was false or baseless when made. Campus Safety Officers and the District Attorneys may not deem a crime unfounded.

2021 - There were no unfounded crimes.

2020 - There were no unfounded crimes.

2019 - There were no unfounded crimes.

### **Significant Incidents in 2021**

- Several stabbing incidents occurred on December 3, 2021 around Morningside Park, with an arrest made following an attempted incident along the nearby Northwest edge of Central Park. A Columbia University affiliate was among the victims of this incident, which occurred not far from the Cathedral Gardens residential building.
- The continued pandemic response in 2021 continued reduced activity, and related reporting, during the year.
- Continued communication with New York City agencies and University partners to review patrol and lighting improvements in Morningside Park. The arrests made by the New York City Police Department in response to the December 2019 incident where a Barnard student was robbed and killed in a park near campus, returned in the news late in the year as criminal cases came to closure/sentencing.

## SECTION EIGHT

### Preventing and Responding to Sexual Harassment, Sexual Assault, Domestic Violence, Dating Violence, and Stalking

The Barnard College community thrives on high expectations. By setting rigorous academic standards and giving students the support they need to meet those standards, Barnard enables them to discover their own capabilities. In support of that aim and in compliance with applicable federal, state and local law, the College does not discriminate on the basis of sex<sup>6</sup> in its employment practices or educational programs; and sexual harassment and sexual violence are types of sex discrimination. Other acts can also be forms of sex-based discrimination and are also prohibited whether sexually based or not and include dating violence, domestic violence, and stalking. As a result, Barnard College issues this statement of policy to inform the community of our comprehensive efforts addressing sexual misconduct, educational programs, and procedures that address sexual assault, domestic violence, dating violence, and stalking, whether the incident occurs on or off campus and when it is reported to a College official. In this context, Barnard College prohibits the offenses of domestic violence, dating violence, sexual assault and stalking and reaffirms its commitment to maintain a campus environment emphasizing the dignity and worth of all members of the Barnard community.

For a complete copy of Barnard's [policy](#) and procedures governing behaviors falling on the spectrum of sexual violence and sexual harassment as defined under Title IX, visit the college website at <https://barnard.edu/cares/nondiscrimination-and-title-ix/inform>

#### Prohibited Conduct

Barnard College's Policy Against Discrimination and Harassment prohibits sexual assault, domestic violence, dating violence, stalking, and retaliation. Barnard College community members found responsible for violations of the Policy or related criminal laws may be subject to discipline up to and including suspension, expulsion/ termination or removal from campus. The procedures for adjudicating an alleged violation of the Policy Against Discrimination and Harassment depend on whether the alleged conduct constitutes a sexual harassment as defined under the 2020 Title IX Final Rule or Discrimination and Harassment broadly (to include other types of discrimination, harassment, or sexual violence).

There are numerous terms used by Barnard College in our policy and procedures and a comprehensive list of definitions can be found in the policy and procedures linked above. It is important to note that criminal definitions within the jurisdiction may differ from our College

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<sup>6</sup> As a women's institution, Barnard College accepts applications from those who consistently live and identify as women.

policy definitions to account for the unique needs of those learning and working within an educational environment. Per the specifications of the Jeanne Clery Disclosure of Campus Security Policy and Campus Crime Statistics Act, as amended by the Violence Against Women Reauthorization Act of 2013, the definitions provided in Appendix A of this report explain the **Clery designated definitions** as well as represent criminal definitions within the jurisdiction of New York.

### **Federal Rule Sexual Misconduct & Other Prohibited Conduct**

On May 19, 2021, the Department of Education issued a Final Rule under Title IX of the Education Amendments of 1972 with an effective date of August 14, 2021. The Final Rule governs how certain acts of sexual misconduct are defined under Title IX and sets forth the procedures and other requirements for adjudicating claims of such conduct (the “Final Rule”). The Policy Against Discrimination and Harassment classifies the conduct described in the Final Rule as “Title IX Sexual Harassment.”

The Policy Against Discrimination and Harassment defines Title IX Sexual Harassment as follows:

- A subset of Prohibited Conduct that rises to a level of severity and pervasiveness such that it is prohibited expressly by the Final Rule. Prohibited Conduct meets the definition of Title IX Sexual Harassment when one or more of the following occur:
  - Quid Pro Quo: an employee of the College conditions the provision of an aid, benefit, or service of the College on an individual’s participation in unwelcome sexual conduct.
  - Sexual Harassment: unwelcome conduct, determined by a reasonable person, to be so severe, and pervasive, and, objectively offensive that it effectively denies a person equal access to the College’s education program or activity.
  - A student, employee, or third party engages in Sexual Assault, Dating Violence, Domestic Violence, or Stalking.
- Alleged conduct is Title IX Sexual Harassment (though it may still be Prohibited Conduct under the Policy) only if:
  - The alleged conduct was perpetrated against a person in the United States; and
  - The conduct took place within the College’s Programs and/or Activities.

Under the Policy Against Discrimination and Harassment, conduct that does not meet this more narrow definition for Title IX Sexual Harassment is still prohibited by the Policy if it otherwise constitutes Prohibited Conduct.



## **Title IX Coordinator and Nondiscrimination & Title IX Office**

The Nondiscrimination and Title IX Office endeavors to work collaboratively across campus to further the goal that faculty, staff, and students be able to work and study in a campus community free from discrimination and harassment. As such, the Office provides outreach, education, supportive consultation, and response services to all members of the Barnard College community. The Office is led by the Director of Nondiscrimination and Title IX, who is responsible for overseeing the College's compliance with Title IX and the Policy Against Discrimination and Harassment, among other federal, state, and local compliance initiatives.

Questions or concerns may be submitted to the College's Title IX Coordinator:

### **Elizabeth Scott-Francis, Ed.D.**

Director of Nondiscrimination and Title IX, Title IX Coordinator

212-854-0037

[nondiscrimination@barnard.edu](mailto:nondiscrimination@barnard.edu)

## **EDUCATION AND PREVENTION PROGRAMS**

The College engages in comprehensive, intentional, and integrated programming, initiatives, strategies, and campaigns intended to end dating violence, domestic violence, sexual assault and stalking that:

- Are culturally relevant, inclusive of diverse communities and identities, sustainable, responsive to community needs, and informed by research, or assessed for value, effectiveness, or outcome; and
- Utilize an ecological approach to prevention, considering environmental risk and protective factors as they occur on the individual, relationship, institutional, community and societal levels.

Educational programming consists of primary prevention and awareness programs for all incoming students and new employees, as well as ongoing awareness and prevention campaigns for students and employees to educate about sexual misconduct and interpersonal/ relationship violence. Specifically, educational outcomes include:

- (a) Identify relationship violence (domestic/dating violence), sexual assault and stalking as prohibited conduct;

(b) Define these behaviors using definitions provided by College policy (informed by Department of Education and New York State guidance) as well as providing access to state law definitions regarding what behavior constitutes criminal acts of domestic violence, dating violence, sexual assault, and stalking;

(c) Define what behavior and actions constitute consent to sexual activity as defined in College policy as well as consent law in the State of New York;

(d) Provide a description of safe and positive options for bystander intervention. Bystander intervention refers to safe and pro-social options that may be carried out by an individual or individuals to prevent harm or intervene when there is risk of relationship violence, sexual assault, stalking, or other adverse behavior. Bystander intervention includes recognizing situations of potential harm, understanding institutional and community expectations to identify this behavior as problematic, seeing personal responsibility and overcoming barriers to intervening, identifying safe and effective intervention options, and taking action to intervene – either directly or indirectly. Information is provided regarding options that include examples of deflection, direct intervention, and delegation for assistance;

(e) Provide information on risk reduction. Risk reduction means options designed to decrease perpetration and bystander inaction, and to increase empowerment for individuals, including those impacted by adverse behavior and to promote safety and help individuals and communities address conditions that facilitate violence. Conversations about situational awareness and being alert to surroundings are examples of risk reduction;

(f) Provide an overview of rights and responsibilities including available options on and off campus for reporting to campus authorities and/or to law enforcement (as well as the right to decline to report to law enforcement); assistance (such as medical, mental health, and/or advocacy); and disciplinary procedures and related rights. (This information is also included in this Annual Security Report in compliance with the Clery Act); and

(g) Provide the New York State Article 129(b) Students' Bill of Rights.

The College implements annual educational efforts consisting of presentations that include distribution of educational materials to new students; availability of online training modules and information for all students; participating in and presenting information and materials during new employee orientation; as well as offering ongoing prevention and awareness efforts.

The College offered **primary prevention and awareness programs for all incoming students** during January 2021 New Student Orientation Programming (NSOP) and August 2021 NSOP. Information was presented in person during the August 2021 NSOP via required sessions

attended by all incoming students and with printed supplements. January 2021 NSOP was held virtually due to a surge of cases in New York City as a result of the ongoing COVID-19 pandemic. All incoming students in January 2021 attended required sessions on bystander intervention and community care as well as healthy relationships and active consent via live and asynchronous, prerecorded workshop sessions. Students also received digital supplemental material and engaged in virtual discussions led by their Orientation Leaders. Residential Life and Housing materials also include reference to the Policy Against Discrimination and Harassment and remind students of where to find information regarding policy and procedures, as well as available resources. Recognizing that Orientation Leaders and Resident Assistants are uniquely positioned to answer questions or receive disclosures related to behaviors falling on the spectrum of sexual violence, these groups received specific and targeted training from the Nondiscrimination Office to support their supportive and skills-based knowledge in these areas. The Being Barnard prevention educator gathers informal student feedback and programmatic assessment data throughout the year to inform content and delivery of ongoing prevention efforts.

The College offered **primary prevention and awareness programs for all new employees** in 2021 through on-board meetings with Human Resources. A web-based module regarding sexual harassment is provided to all new employees and all staff on an annual basis.

The College offered **ongoing awareness and prevention programs for students** in 2021. The in person operations of campus remained significantly reduced for the majority of the year, including reduction of co-curricular and extra-curricular programming, with many offerings solely virtual. In January 2021, approximately 53 Resident Assistants (Residential Life student staff) received training on recognizing behaviors including sexual assault, dating/domestic violence, and stalking as well as information about bystander intervention and how to refer to confidential and non-confidential (reporting options). All officers in student organizations (approximately 300 students) were provided training focused on recognizing the signs of unhealthy relationships as well as recognizing signs of anxiety and isolation as part of required training for Governing Board of Barnard (GBB) recognition and funding. The program was tailored to student concerns related to identifying relationship violence. The program was offered virtually in both synchronous and asynchronous formats.

Student groups can invite peer educators from The Wellness Spot, Columbia Health Sexual Violence Response center or staff from CARES, Nondiscrimination, Being Barnard, Furman Counseling or Primary Care Health Services to present to groups across the spectrum of safety, health and wellness. Groups also engage external partners for ongoing education (e.g. various performing arts groups hosted ongoing discussions on consent and communication).

Study Abroad pre-orientation for students, typically held twice a year, includes presentation of recognizing behaviors and available support. Nondiscrimination staff presented at two separate pre-departure meetings regarding behavior recognition and the scope of available support.

Additional programming and outreach - including specific attention to Stalking Awareness Month (January 2021), Sexual Assault Awareness Month (April 2021) and Relationship Violence Awareness Month (October 2021) - during Spring 2021 was provided primarily through social media and the Barnard website due to the ongoing COVID-19 pandemic. Instagram Live was utilized to deliver programming that included discussions of healthy relationships, campus sexual assault prevention, and boundary setting. Programs are currently archived on the Being Barnard Instagram account and can be accessed on demand. In Fall 2021, programming and outreach returned to an in-person format. Education via social media and virtual presentations remained so as to increase accessibility.

Being Barnard and Columbia Health Sexual Health Response supervised a Clery Intern who engaged in outreach to raise awareness around digital consent and online dating safety. Due to an increased use of social media during the pandemic, supportive programming and awareness surrounding digital consent remains an on-going conversation.

The College offered **ongoing awareness and prevention programs for employees** in 2021. Programming was presented via department visits to discuss safety; staff meetings and faculty department chairs meeting, and department training of staff such as Safety staff who receive annual training. These trainings include education around resources, College policy, and trauma dynamics. Residential Life Staff, including Resident Assistants, receive training at least twice per year led by prevention staff (Being Barnard and/ or Columbia Health Sexual Violence Response) as well as CARES Response and Nondiscrimination staff.

## **PROCEDURES FOR REPORTING A COMPLAINT**

The College has procedures in place that support those who wish to report experiences related to sexual assault, relationship violence, and stalking. These procedures include informing individuals about their right to file (or not to file) criminal charges; the availability of counseling, health, mental health, victim/survivor advocacy, and other resources on and or off campus; and information about additional supportive measures or remedies to prevent contact between a reporting and responding party, such as housing, academic, transportation and working accommodations, if reasonably available.

These procedures are in place for incidents of sexual harassment as defined under Title IX of the Education Amendments of 1972 as well as reports of discrimination and/or harassment on the basis of protected characteristics, including sex or gender-based discrimination or harassment (“gender-based misconduct”), sexual assault, relationship violence (dating/domestic violence) or

stalking (together referred to as “misconduct”). Reporting of such misconduct is encouraged. Upon receiving a report, Barnard College (“the College”) will respond promptly, equitably, impartially and fairly. In addition, the College will take steps to prevent the recurrence of the alleged misconduct and to correct its effects. Individuals involved in misconduct covered by this procedure may request supportive measures related to academic, residential, or work needs by contacting the Nondiscrimination Office / Title IX Coordinator. [A report can be made online.](#) Individuals who may have experienced or observed discrimination or harassment may consult with the Director of Nondiscrimination and Title IX to discuss their concern or initiate a report.

Because reporting carries no obligation to initiate a formal response, and as the College respects Complainant requests to dismiss complaints unless there is a compelling threat to health and/or safety, the Complainant is largely in control and should not fear a loss of privacy by making a report that allows the College to discuss and/or provide supportive measures.

## Supportive Measures

The College will offer and implement appropriate and reasonable supportive measures to all parties upon notice of alleged harassment, discrimination, and/or retaliation. Supportive measures are non-disciplinary, non-punitive individualized services offered as appropriate and reasonably available and without fee or charge to the parties to restore or preserve access to the College’s education program or activity.

These actions may include, but are not limited to:

- Referral to counseling, medical, and/or other healthcare services; Referral to the Employee Assistance Program; Referral to community-based service providers
- Visa and immigration assistance
- Student financial aid counseling
- Education to the institutional community or community subgroup(s)
- Altering campus housing assignment(s); Altering work arrangements for employees or student-employees
- Safety planning; Providing campus safety escorts; Providing transportation accommodations
- Implementing contact limitations (no contact directives) between the parties
- Academic support, extensions of deadlines, or other course/program-related adjustment
- Trespass or Persona Non Grata (PNG) Orders
- Timely warnings
- Class schedule modifications, withdrawals, or leaves of absence
- Any other actions deemed appropriate by the Title IX Coordinator

## Investigating Complaints

Barnard College will act on any formal or informal allegation or notice of violation of the Policy Against Discrimination and Harassment that is received by the Director of Nondiscrimination and Title IX or a member of the administration, faculty, or other employee, with the exception of confidential resources as articulated in the Policy.

There are two grievance procedures at the College for responding to prohibited conduct: The Formal Title IX Grievance Procedure (for allegations of Title IX Sexual Harassment) and the Nondiscrimination & Harassment Resolution Process (for other forms of protected class discrimination or harassment, including sexual misconduct or allegations not meeting the narrow definition of Title IX Sexual Harassment). Following intake, receipt of notice, or a complaint of an alleged violation of the Policy, the Director of Nondiscrimination and Title IX completes an intake and initial assessment which involves determining which resolution procedures may apply, offering the Complainant supportive measures, and working with the Complainant to determine if there's interest in pursuing a resolution option.

Throughout the investigation and decision-making process, both the Complainant and Respondent may select an Advisor of their choice.

After an investigation commences, the Director will appoint trained investigator(s) from the Grievance Process Pool to review, assess, and investigate the complaint. The Director will send the Complainant, Respondent, and their respective Advisors a notice of investigation. The Investigator(s) will collect any pertinent evidentiary materials and will interview the Complainant, Respondent, and available witnesses as appropriate. The trained Investigator(s) will prepare an investigative report that fairly summarizes the relevant evidence gathered during the investigation.

## Determination

After the Investigator(s) complete the Investigative Report, a trained decision-maker from the Pool reviews the report and all responses or proceeds over the live hearing in instances of Title IX Sexual Harassment. The Decision-Maker is responsible for fairly, promptly, and impartially determining whether it is more likely than not that the policy has been violated upon review of the investigative materials/the completion of the live hearing (in instances of Title IX Sexual Harassment). When the alleged conduct is considered Title IX Sexual Harassment, the Director of Nondiscrimination and Title IX and/or Investigator are not eligible to serve as the Decision-Maker.

In either resolution process, if the Decision-maker determines that a violation has occurred based on a preponderance of the evidence, the Respondent is "Responsible" and the Decision-maker

will make recommendations regarding appropriate sanctions. If found “Not Responsible,” both Respondent and Complainant will be notified in writing of the outcome, receive rationale for the finding, and any related supportive measures or actions, as well as information about the right to appeal the outcome and/or sanction(s).

## Sanctions

A sanction refers to a consequence imposed by the College on a Respondent who is found to have violated the Policy. During any resolution procedure related to sexual harassment, sexual assault, dating violence, domestic violence, or stalking, the College has latitude when determining sanctions. Those sanctions are guided by the interests of the community, documented disciplinary history, any mitigating or aggravating circumstances, and the impact of the violation on the Complainant(s). These sanctions may range from written warning to expulsion or termination from the College.

## Confidential Reporting Options

Barnard College maintains many resources for reporting incidents of sexual assault, domestic violence, dating violence, stalking, or other violations of the College’s Policy Against Discrimination and Harassment. However, because the College is committed to ensuring that such reports are investigated and receive appropriate response, there are limits to the level of confidentiality that some employees are able to provide.

The resources below can provide students with confidential reporting options (meaning that the individuals in these offices and departments do not have a duty to report information of prohibited behavior to the Nondiscrimination and Title IX Office).

If a Complainant would like the details of an incident to be kept confidential, the Complainant may speak with:

- Columbia SVR Rape Crisis/Anti Violence Support Center
- Being Barnard
- The Wellness Spot (Formerly Well Woman)
- Primary Care Health Services
- Furman Counseling Center
- University Chaplain (supports students, faculty and staff)
- Barnard Ombuds Office (supports Barnard community)
- Employee Assistance Program (for Employees)

## Federal Reporting of Crime Statistics

In compliance with the Jeanne Clery Disclosure of Campus Security Policy and Campus Crime Statistics Act (Clery Act) the College must record and report certain information about campus safety, including the number of incidents of certain crimes on or near campus, some of which constitute misconduct investigated under these procedures. The Title IX Coordinator works in collaboration with Community Safety to ensure such incidents are captured for statistical reporting purposes while protecting the identity of the victim of such crimes. These notifications may include the classification and location of the reported crime but do not identify the students involved. The Clery Act also requires the College to issue a “timely warning” when it receives a report of certain crimes that pose a serious or continuing threat to the community. The College may disclose aggregate information regarding incidents investigated and related outcomes. Such reports will not contain identifying information.

## Resources and Information

Important information for those who have experienced sexual assault:

Consider speaking to an advocate for guidance, available 24 hours, SVR at 212-854-4357 or community services provided below. Steps are outlined on the Columbia [SVR webpage](#):

- **Get to a safe place;**
  - This may be with a friend or family member; in a familiar location where you feel safe from harm.
- **Call for assistance;**
  - An advocate can provide assistance; for off campus emergency response call 9-1-1; for on campus emergency response call 212-854-6666; for information about options, call the CARES line at 212-854-3362.
- **Seek medical attention, if necessary;**
  - Primary Care Health Services and the after hours line are options for assessing injury and/or initiating medical assistance. CU EMS can assist with hospital transport from campus and immediate surrounding area.
- **Preserve evidence, if applicable;**
  - DNA evidence from a crime like sexual assault can be collected from the crime scene, but it can also be collected from your body, clothes, and other personal belongings. You may choose to have a [sexual assault forensic exam](#), sometimes known as a “rape kit,” to preserve possible DNA evidence and receive important medical care. This exam is available closest to campus at the Mt. Sinai Morningside hospital, for other locations call the New York State Hotline for Sexual Assault and Domestic Violence at 1-800-942-6906.



- You don't have to report the crime to have an exam, completing some or all of the exam process provides an opportunity to safely store evidence should you decide to report at a later time, and obtain relevant medical assistance and information.
- **Explore reporting and support options**
  - Barnard College CARES Line | 212-854-3362
  - Barnard College [Nondiscrimination](#) online information and reporting options
  - NYPD Hotline for Sexual Violence Crimes | 212-267-7273
- **Consider speaking with a counselor, advocate or other confidential resources**
  - There are many resources on and off campus, including virtually, to assist those who experience or are supporting someone who has experienced sexual violence.

### On Campus

- [Columbia SVR](#) (Sexual Violence Response) is located at 105 Hewitt Hall: 212-854-HELP (4357) -this is a 24/7 helpline
- [Being Barnard](#) is located at 122 Reid Hall: 212-853-0145
- [Primary Care Health Services](#) is located in Brooks, Lower Level: 212-854-2091
- [Furman Counseling Center](#) is located at 100 Hewitt Hall: 212-854-2092
- [University Chaplain](#) is located at 710 Lerner Hall: 212-854-1493
- [Barnard Ombuds](#) Office is contacted a 212-853-1352
- [Nondiscrimination/Title IX](#) is located at Elliott Hall, first floor : 212-854-0037
- [CARES](#) nonemergency line: 212-854-3362 for non-emergency assistance and Community Safety, located in Barnard Hall, 104 (emergency line: 212-854-6666)
- [The Wellness Spot](#) is located at 119 Reid Hall 212-854-3063

### Off Campus

New York City is home to a plethora of resources for people of all identities and genders who are facing sexual and interpersonal violence such as sexual harassment, sexual assault, dating violence, domestic violence, and stalking. These agencies offer a number of services including emergency room advocates, confidential counseling, trauma support, identity based support, and help navigating the criminal justice system should a survivor choose to file a report with the NYPD.

- [New York City Anti-Violence Project](#)
- [WomanKind](#)
- [Safe Horizon](#)
- Mount Sinai Sexual Assault and Violence Intervention Program ([SAVI program](#))

### Online Resources

There is a wealth of information and support available online. The following websites provide call and text lines, online chat helplines, and resources with more information about the spectrum of sexual and relationship violence.

- [Love is Respect](#)
- [RAINN](#)
- [The Network/La Red](#)
- [FORGE](#)

## Step Up! Be an Active Bystander

Preventing sexual assault, domestic violence, dating violence, and stalking is a community effort. To help encourage bystander intervention, Barnard College offers Step Up! prosocial bystander training to community members, which includes information about how to be an active bystander. Contact Being Barnard or visit <http://barnard.edu/beingbarnard> to request training or workshops.

Prosocial bystanders are individuals who intervene in emergencies, criminal events or situations that could lead to violence, in ways that positively impact the outcome. The five decision making steps are to

1. Notice the event;
2. Interpret it as a problem;
3. Assume personal responsibility;
4. Know how to help; and
5. Step Up and help (take action).

A friend or bystander can interpret a matter as a problem by recognizing behaviors that are violations (described earlier in this report) or that may be making another feel uncomfortable or belittled. Help can be direct or indirect – and should never involve infringing upon one’s own sense of safety. Indirect help can always be sought by reporting to CARES or Community Safety or an administrator/staff member when adverse behavior has been observed in the campus community. Direct help does not always mean addressing a matter directly, but can be in the form of a distraction – changing the subject in an uncomfortable situation or asking someone for assistance as a means to remove them from a potentially harmful situation. A simple acronym to remember is S.E.E. for Safe Responding; Early Intervention; and Effective Helping.

## How to Help a Friend or Family Member

When another person has the courage to share with you that they have experienced any type of violation, providing support and offering resource options can be helpful. In [response](#) to power-based violence such as sexual assault, relationship violence, and stalking, in particular, receiving a supportive response to such disclosure can aid an individual in continuing to seek help

for themselves moving forward. Listening and sharing resources, and providing options such as an offer to walk with the person to report or seek counseling, are powerful tools to share.

## Risk Reduction

The following guidelines are taken from the Rape, Abuse, & Incest National Network website (<https://www.rainn.org/>)

While you can never completely protect yourself from sexual assault, there are some things you can do to help reduce your risk of being assaulted in social situations.

1. **When you go to a social gathering, go with a group of friends.** Arrive together, check in with each other throughout the evening, and leave together. Knowing where you are and who is around you may help you to find a way out of a bad situation.
2. **Trust your instincts.** If you feel unsafe in any situation, go with your gut. If you see something suspicious, seek assistance immediately (campus community safety emergency line can be reached at 212-854-6666, CARES non-emergency line at 212-854-3362, local authorities can be reached by calling 911 in most areas of the U.S.).
3. **Don't leave your drink unattended** while talking, dancing, using the restroom, or making a phone call. If you've left your drink alone or lost sight of it, get a new one.
4. **Don't accept drinks from people you don't know or trust.** If you choose to accept a drink, go with the person to the bar to order it, watch it being poured, and carry it yourself. At parties, don't drink from large, common source open containers.
5. **Watch out for your friends, and vice versa.** If a friend seems out of it, is way too intoxicated for the amount of alcohol they've had, or is acting out of character, get him or her to a safe place immediately.
6. **If you suspect you or a friend has been drugged,** seek assistance immediately (local authorities can be reached by calling 911 in most areas of the U.S. to seek transport to the nearest hospital). Be explicit about your suspicions when talking with doctors so they can give you the correct tests (you will need a urine test and possibly others).

Safety Planning information can be found on the RAINN website (<https://www.rainn.org/>), the Barnard Nondiscrimination and Title IX webpage (<https://barnard.edu/cares/nondiscrimination-and-title-ix/support>), or Columbia Sexual Violence Response webpage (<http://health.columbia.edu/sexual-violence-response>).

## Orders of Protection

The College does not issue Orders of Protection, that is a legal process that may be available in circumstances of sexual assault, relationship violence, and stalking. In New York, there are several types of Orders of Protection. Information about criminal and civil court processes are available on the New York City [webpage](#). Generally, an order of protection is a document issued by a judge to limit the behavior of someone who harms or threatens to harm another person. Orders of protection may also be issued through civil court [processes](#). There are Temporary Protective Orders, that provide coverage until a stated court date; and Final Order of Protection issued following court processes. The nature of coverage of an Order of Protection may be limited, barring certain behavior or full order to stay completely away. The details are specifically defined in an issued Order of Protection document.

Any member of the campus community who obtains an Order or Protection, or similar measure issued in a state other than New York, is encouraged to share that document with Community Safety ([communitysafety@barnard.edu](mailto:communitysafety@barnard.edu)) to be maintained in a private record. Sharing an Order of Protection will prompt an opportunity to meet to discuss safety planning on campus related to the Order. Advocates from SVR or outside organizations, can assist individuals who may have questions about seeking or renewing an Order of Protection related to an experience of gender-based or relationship violence.

## Sex Offender Registry and Access to Related Information

In accordance to the "Campus Sex Crimes Prevention Act" of 2000, which amends the Jacob Wetterling Crimes Against Children and Sexually Violent Offender Registration Act, the Jeanne Clery Act and the Family Educational Rights and Privacy Act of 1974, below is a link to the New York State Sex Offender Registry. This act requires institutions of higher education to issue a statement advising the campus community where law enforcement information provided by a State concerning registered sex offenders may be obtained. It also requires sex offenders already required to register in a State to provide notice of each institution of higher education in that State at which the person is employed, carries a vocation, or is a student. In the State of New York, convicted sex offenders must register with the Sex Offenders Registry maintained by the New York State Division of Criminal Justice Services.

The Sex Offender Registry is available via [internet access](#) pursuant to the Sex Offender Registration Act (Correction Law Article 6-C Section 168 et seq.). Registry information provided under this section shall be used for the purposes of administration of criminal justice, screening of current or prospective employees, volunteers or otherwise for the protection of the public in general and children in particular. The information in this registry must be used responsibly. Anyone who uses this information to harass or commit a criminal act against any person may be subject to criminal prosecution.

The New York State Division of Criminal Justice Services is responsible for maintaining this registry. Access the sex offender registry at <https://www.criminaljustice.ny.gov/nsor/>.

## SECTION NINE

### FIRE SAFETY REPORT 2021

#### Residence Hall Fire Statistics:

In accordance with the Higher Education Opportunities Act of 2008, Barnard College is providing mandatory fire safety information annually. All reports of fires and fire alarms are maintained by Barnard Community Accountability, Response and Emergency Services (CARES) units. Data collected includes, but is not limited to, the building name; location; time and date; number and cause of each fire; any and all injuries or fatalities; and the dollar values for property damaged by the fire.

The following statistics are collected and reported by the CARES Fire Safety staff and are published in the Annual Security and Fire Safety Report and on the CARES [Website](#).

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

<b>Calendar Year 2021</b>					
<b>Location</b>	<b>Fires</b>	<b>Cause</b>	<b>Fire-related Injuries</b>	<b>Deaths related to Fire</b>	<b>Value of Property Damage</b>
Elliott Hall	0	N/A	N/A	N/A	N/A
Cathedral Gardens	0	N/A	N/A	N/A	N/A
537 W. 121 Street	0	N/A	N/A	N/A	N/A
600 West 116 Street	0	N/A	N/A	N/A	N/A
616 West 116 Street	0	N/A	N/A	N/A	N/A
620 West 116 Street	0	N/A	N/A	N/A	N/A
Brooks Hall	1	Unintentional, use of prohibited items	N/A	N/A	\$66,038.25
Hewitt Hall	0	N/A	N/A	N/A	N/A
Plimpton Hall	0	N/A	N/A	N/A	N/A
Reid Hall	0	N/A	N/A	N/A	N/A
Sulzberger Hall	0	N/A	N/A	N/A	N/A

**Calendar Year 2020<sup>7</sup>**

<b>Location</b>	<b>Fires</b>	<b>Cause</b>	<b>Fire-related Injuries</b>	<b>Deaths related to Fire</b>	<b>Value of Property Damage</b>
Elliott Hall	0	N/A	N/A	N/A	N/A
Cathedral Gardens	0	N/A	N/A	N/A	N/A
537 W. 121 Street	0	N/A	N/A	N/A	N/A
600 West 116 Street	0	N/A	N/A	N/A	N/A
616 West 116 Street	0	N/A	N/A	N/A	N/A
620 West 116 Street	0	N/A	N/A	N/A	N/A
Brooks Hall	0	N/A	N/A	N/A	N/A
Hewitt Hall	0	N/A	N/A	N/A	N/A
Plimpton Hall	0	N/A	N/A	N/A	N/A
Reid Hall	0	N/A	N/A	N/A	N/A
Sulzberger Hall	0	N/A	N/A	N/A	N/A

**Calendar Year 2019**

<b>Location</b>	<b>Fires</b>	<b>Cause</b>	<b>Fire-related Injuries</b>	<b>Deaths related to Fire</b>	<b>Value of Property Damage</b>
Elliott Hall	0	N/A	N/A	N/A	N/A
Cathedral Gardens	0	N/A	N/A	N/A	N/A
537 W. 121 Street	0	N/A	N/A	N/A	N/A
600 West 116 Street	1	Unintentional, cooking	0	0	\$0
616 West 116 Street	0	N/A	N/A	N/A	N/A
620 West 116 Street	0	N/A	N/A	N/A	N/A
Brooks Hall	0	N/A	N/A	N/A	N/A
Hewitt Hall	1	mechanical failure	0	0	\$0
Plimpton Hall	0	N/A	N/A	N/A	\$0
Reid Hall	0	N/A	N/A	N/A	N/A
Sulzberger Hall	1	Unintentional, cooking	0	0	\$0

<sup>7</sup> Note that residence halls were only occupied by students for a portion of 2020 as a result of response to the COVID 19 Pandemic.

*Columns in the above charts:*

- 1. Fire:** Any instance of open flame burning or other burning in a place not intended to contain the burning or in an uncontrolled manner.
- 2. Cause of Fire:** The factor or factors that give rise to a fire. The causal factor may be, but is not limited to, the result of an intentional or unintentional action, mechanical failure, or act of nature.
- 3. Fire-related Injury:** Any instance in which a person is injured as a result of a fire, including an injury sustained from a natural or accidental cause while involved in fire control, attempting rescue, or escaping from the dangers of the fire. The term person may include students, faculty, staff, visitors, firefighters, or any other individuals.
- 4. Fire-related Death:** Any instance in which a person is killed as a result of a fire, including death resulting from a natural or accidental cause while involved in fire control, attempting rescue, or escaping from the dangers of a fire, or who dies within one year of injuries sustained as a result of the fire.
- 5. Value of Property Damage:** The estimated value of the loss of the structure and contents, in terms of the cost of replacement in like kind and quantity, including; contents damaged by fire, related damages caused by smoke, water, and overhaul. Property damage does not include indirect loss, such as business interruption.

A Barnard College Fire Log, is maintained by the CARES Department and available for inspections by request to [firesafety@barnard.edu](mailto:firesafety@barnard.edu) or at the Community Safety Office, Monday - Friday, between 9 a.m. and 5 p.m.

## **Fire Safety Systems in Residential Buildings**

Barnard College conducts a minimum of three drills per calendar year by a Fire Safety Officer in conjunction with Community Safety Officers, CARES and other staff, for all college owned Residence Halls, Academic and Administrative buildings. At least one drill is conducted for occupied Residence Halls if they are in use during summer session.

### **Fire Safety System**

Any mechanism or system related to the detection of a fire, including; Sprinkler or other fire extinguishing systems, Fire detection devices, Stand-alone smoke alarms, Devices that alert one to the presence of a fire, such as horns, bells, or strobe lights, smoke-control and reduction mechanisms, and Fire Doors and walls that reduce the spread of fire.

### **Building Fire Alarms**

Each student residence is equipped with an interior fire alarm system with detection throughout the building, including smoke detectors in sleeping quarters, vestibules and hallways, and CO2 detectors in student rooms.

### **Interior Fire Alarm (IFA) Systems**

All residential buildings are equipped with interior fire alarm systems that are designed to warn building occupants of a fire in the building. Interior fire alarm systems generally consist of a panel located in a lobby or basement, with a manual pull station located near the main entrance

and by each stairwell door. Interior fire alarm systems are usually manually activated and do not automatically transmit a signal to the Fire Department, so a telephone call must be made to 911 or the Fire Department Dispatcher. Do not assume that the Fire Department has been notified because you hear a fire alarm or smoke detector sounding in the building. Barnard College Residence Halls signal the Fire Department via Central Station.

### **Fire Sprinkler Systems**

A fire sprinkler system is a system of pipes and sprinkler heads that when triggered by the heat of a fire automatically discharges water that extinguishes the fire. The sprinkler system will continue to discharge water until it is turned off. When a sprinkler system activates, an alarm is sounded.

Partially sprinklered areas include public corridors, below grade space, laundry and computer rooms.

### **Description of Student Housing Fire Detection and Suppression Systems Fire Evacuation Drills per building 2021**

<b>Building</b>	<b>Building Fire Alarm</b>	<b>Room Detection</b>	<b>Connected To IFA</b>	<b>Central Office</b>	<b>Sprinkler</b>	<b>Standpipe</b>	<b>Fire Drills Conducted</b>
Plimpton Hall	YES	YES	YES	YES	Partially	1 Riser	4
Elliott Hall	YES	YES	YES	YES	Fully	1 Riser	4
Sulzberger Hall	YES	YES	YES	YES	Partially	1 Riser	4
Brooks Hall	YES	YES	YES	YES	None	1 Riser	4
Hewitt Hall	YES	YES	YES	YES	Partially	2 Risers	4
Reid Hall	YES	YES	YES	YES	Partially	1 Riser	4
600 W. 116 <sup>th</sup> St.	YES	YES	YES	YES	Partially	1 Riser	4
616 W. 116 <sup>th</sup> St.	YES	YES	YES	YES	Partially	1 Riser	4
620 W. 116 <sup>th</sup> St.	YES	YES	YES	YES	Partially	1 Riser	4
Cathedral Gardens	YES	YES	YES	YES	Fully	1 Riser	4
537 W. 121 <sup>st</sup> St.	YES	YES	YES	YES	Partially	1 Riser	4



## **FIRE SAFETY POLICIES AND PROCEDURES**

In accordance with the Rules of the City of New York RCNY 43-01 and Local Law 10, all Barnard students are provided “Residence Hall Fire Safety Information” containing fire safety and evacuation procedures with specific information for each Residence Hall during building check in at the beginning of each fall semester.

Information included describes the Fire Safety Plan, description of building construction, means of egress, description of fire suppression systems, basic fire prevention & preparedness measures, evacuation instructions, use of fire extinguishers and Residential Life fire safety policies. (<http://barnard.edu/reslife/fire-safety>)

### **Residence Hall Policies - portable electrical appliances, smoking and open flames**

There are no open flames allowed on campus including candles, barn fires, fire pits or barbecues (unless such barbecue utilizes charcoal and is supervised by a certified food services employee, a Campus Fire Safety Officer and/or other authorized supervision as determined by the leadership of CARES Preparedness or Community Safety).

Cooking is only allowed in authorized kitchens. Appliances used for the purpose of preparation of or cooking foods may not be kept or used in individual student bedrooms except for coffee makers, popcorn poppers, hot pots, and refrigerators of 3.5 cubic feet or less. All such appliances must be UL approved. Find [kitchen safety](#) tips on the CARES Preparedness webpage.

### **Prohibited Electrical Appliances and Items**

- Window or portable AC units that are not supplied/installed by the College
- Halogen lamps, lava lamps, ultraviolet/infrared lamps
- Deep fryers, hot plates, open coil heaters, toasters/ toaster ovens, charcoal or electric grills
- Extension cords, multi-receptacle outlet adapters (only UL listed power strips with surge protectors are permitted)
- Flammable materials (including, but not limited to, propane, gasoline, paint thinner, charcoal, lighter fluid)
- Live trees, wreaths, swag, live cut pine or wood (artificial trees that are fire-retardant are permitted)
- Charging of e-scooters and e-bikes is prohibited on campus

A complete list of Residence Hall rules and policies concerning portable electrical appliances, smoking, and open flames in resident housing are published in the student handbook under “Fire Safety Procedures” and are found in the housing contract. (<https://barnard.edu/reslife/fire-safety>)

## Smoking Policy

Barnard is a smoke free College. Smoking, including use of e-cigarettes (or vaping), is prohibited in all college-owned student residences and all academic and administrative buildings. Outdoor smoking of any type is not permitted within the confines of the campus.

(<https://my.barnard.edu/BC%20Policies/Smoking%20Policy.pdf>)

Barnard is committed to providing educational programs to assist every member of our community in making healthy lifestyle choices. Students, faculty, and administrators who are interested in smoking cessation programs may obtain information from Human Resources. In addition, residents of New York State can access services available through the New York State Quitline at **1-866-697-8487** or [www.nysmokefree.com](http://www.nysmokefree.com).

## PROCEDURES FOR EVACUATIONS, FIRE SAFETY EDUCATION AND TRAINING

Fire safety procedures can be found under “Fire Safety Information” in the Student Handbook (<http://barnard.edu/reslife/fire-safety>) as well as the Emergency and Safety Procedures Guide ([https://barnard.edu/reslife/fire-safety#emergencies\\_and\\_evacuation\\_instructions](https://barnard.edu/reslife/fire-safety#emergencies_and_evacuation_instructions)) which outlines evacuations, fire/explosion and gas leaks producers.

- Fire safety training is conducted annually by a Campus fire safety officer with all Housing and Residential Life staff, including RA’s, CARES staff including Community Safety Officers, Dispatchers, Access Attendants and Response Team staff.
- During fire drills, a Campus fire safety officer issues fire safety tips to students.
- Community Safety supervisors may address safety issues and fire safety tips during floor meetings in Campus residence halls in conjunction with RA’s (Resident Assistants).
- The CARES Fire Safety staff conduct a Fire Safety Day annually to promote fire safety awareness and prevention throughout the campus community.

### To Report a Fire

To report a fire emergency call Barnard Community Safety at **212-854-6666**, if off campus dial **911** or activate a blue light call box.

If you discover a fire in a campus building **IMMEDIATELY** pull the nearest fire alarm as you exit the building and follow Evacuation of Building Procedures.

## STUDENT HOUSING EVACUATION

### Emergency Fire Safety & Evacuation Instructions

In the event of a fire, follow the directions of the Fire Department and CARES / Community

Safety personnel. If no first responders are on the scene and there is an emergency situation, you may be required to decide on an initial course of action to protect yourself and the other members of your room or suite until emergency personnel arrive.

This Fire Safety Plan is intended to assist you in selecting the safest course of action in such an emergency. If you have a chronic or short term condition that would impede your ability to safely exit the building via stairs in the event of emergency, please contact [CARDS](mailto:cards@barnard.edu) ([cards@barnard.edu](mailto:cards@barnard.edu)) and Fire Safety ([firesafety@barnard.edu](mailto:firesafety@barnard.edu)) to develop an individualized safety plan.

No Fire Safety Plan can account for all possible factors and changing conditions, this information is intended to aid you should you need to decide what the safest course of action under the circumstances is.

### General Emergency Fire Safety Instructions

1. Stay calm. Do not panic. Notify Community Safety as soon as possible (212-854-6666). Emergency personnel will be on the scene of a fire within minutes of receiving an alarm.
2. Know the location of the nearest fire alarm pull boxes.
3. Flames, heat and smoke rise, generally a fire on a floor below your room or suite presents a greater threat to your safety than a fire on a floor above you.
4. Do not overestimate your ability to put out a fire. Most fires cannot be easily or safely extinguished. Do not attempt to put the fire out once it begins to quickly spread. If you attempt to put out a fire, make sure you have a clear path of retreat from the room.
5. Exit the building using stairs only, NEVER use the elevator because it could stop between floors or open to the fire location. **Close doors as you exit a room to confine the fire.**
6. Heat, smoke and gasses emitted by burning materials can quickly choke you. If you are in heavy smoke, get down on the floor and crawl. Take short breaths through your nose.
7. If your clothes catch fire, don't run – **STOP, DROP and ROLL**. Stop where you are, drop to the ground, cover your face with your hands to protect your face and lungs and roll over as many times as necessary to smother the flames.

### Evacuation Instructions for All Building Types

1. Feel your room or suite door and doorknob for heat. If they are not hot, open the door slightly and check the hallway for smoke, heat or fire.
2. Exit your room, suite and building if you can safely do so, via the exit closest to you.
3. Close but do NOT lock the door to your room and suite and leave the area. If the fire is in an adjacent area, close the door to that location as well.

4. If they are conveniently located, grab your keys and shoes on the way out.
5. As you head for the closest exit, yell for others to evacuate and bang on the doors as you walk past them. You do not want to remain in the space to wait for others, but do your best to notify others on your way out.

NEVER use the elevator to evacuate. The elevator and elevator shaft may be impacted by a fire, or the elevator may take you to the location of the fire.

6. If the hallway or stairwell is not safe because of smoke, heat or fire and you have access to a fire escape; use it to exit the building. Proceed cautiously on the fire escape.
7. If you cannot use the stairs or fire escape, and you see fire/active smoke, call Community Safety (212-854-6666); if you do not see immediate threat, call the nonemergency line 212-854-3362 and inform them of your location including building, floor, room or suite number and the number of people with you. In either case, instructions will be provided. Close the door to the room you are in and place a wet towel under the door to prevent smoke from getting into the room.

If conditions in the room or suite seem life-threatening, open a window and wave a towel or sheet to attract the attention of emergency personnel.

8. Meet the members of your room or suite at a predetermined location outside the building. Notify responding firefighters (or appropriate College staff) if anyone is unaccounted for.

### **Plans for Future Improvements in Fire Safety**

Barnard College meets all New York City fire safety requirements and implements appropriate system upgrades with all building renovations. As current residential buildings are renovated, additional fire suppressions and detection devices are installed. In addition, Barnard routinely undertakes a review of all fire safety systems. Capital improvement projections include review of fire control panel upgrades in campus owned Residence Halls.

## APPENDIX A: Definitions of Reportable Crimes and Terms

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

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

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

**Dating Violence:** Violence committed by a person who is or has been in a social relationship of a romantic or intimate nature with the victim. The existence of the relationship is 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.

**Domestic Violence:** Felony or misdemeanor crimes of violence committed by a current or former spouse or intimate partner of the victim under the family or domestic violence laws of the jurisdiction receiving grant funding and, in the case of victim services, includes the use of attempted use of physical abuse or sexual abuse or a pattern of any other coercive behavior committed, enabled, or solicited to gain or maintain power and control over a victim, including verbal, psychological, economic or technological abuse that may or may not constitute criminal behavior, by a person who is a current or former spouse or intimate partner of the victim, or a person similarly situated to a spouse of the victim; is cohabitating or has cohabitated with the victim as a spouse or intimate partner, shares a child in common with the victim; or commits acts against a youth or adult victim who is protected by those acts under the family or domestic violence laws of the jurisdiction.

**Drug Abuse Violations:** Violations of state and local laws relating to the unlawful possession, sale, use, growing, manufacturing, and making of narcotic drugs. The relevant substances include opium or cocaine and their derivatives (morphine, heroin, codeine); marijuana; synthetic narcotics (Demerol, methadone); and dangerous nonnarcotic drugs (barbiturates, Bensedrine).

**FBI Uniform Crime Reporting Program:**

The FBI's UCR program serves as the basis for the definitions of crimes that are reportable under the Clery Act.

**Fondling:** The touching of the private body parts of another person for the purpose of sexual gratification, without the consent of the victim, including instances where the victim is incapable of giving consent because of his/her age or because of his/her temporary or permanent mental incapacity.

**Hate Crimes:** Any crime that manifests evidence that the victim was intentionally selected because of the victim's actual or perceived race; religion; gender; sexual orientation; national origin; ethnicity; religion, gender identity, or disability. This includes murder and non-negligent manslaughter, negligent manslaughter, rape, statutory rape, incest, fondling, robbery, aggravated assault, burglary, motor vehicle theft, arson, and also larceny-theft, simple assault, intimidation, and destruction/damage/vandalism.

**Hierarchy Rule:** The requirement in the FBI's UCR program that, for purposes of reporting crimes in that system, when more than one criminal offense is committed during a single incident, only the most serious offense is to be included in the institution's Clery Act statistics. An exception to the rule would apply only in cases where a sexual assault and a murder occur in the same incident.

**Incest:** Non-forcible sexual intercourse between persons who are related to each other within the degrees wherein marriage is prohibited by law.

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

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

**Murder and Non-Negligent Manslaughter:** The willful (non-negligent) killing of one human being by another. And, manslaughter by negligence: The killing of another person through gross negligence.

**Programs to Prevent Dating Violence, Domestic Violence, Sexual Assault, and Stalking:**

A comprehensive, intentional, and integrated programming, initiatives, strategies, and campaigns intended to end dating violence, domestic violence, sexual assault, and stalking that are culturally relevant, inclusive of diverse communities and identities, sustainable, responsive to community needs, and informed by research or assessed for value, effectiveness, or outcome which consider environmental risk and protective factors as they occur on the individual, relationship, institutional, community, and societal levels. These programs to prevent dating violence, domestic violence, sexual assault, and stalking also include both primary prevention and awareness programs directed at incoming students and new employees and ongoing prevention and awareness campaigns directed at students and employees.

**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.

**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.

**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.

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

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

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

**Additional Clery Act Hate Crime Definitions**

In addition to any of the crimes above, the following acts are now reportable as Hate Crimes under the Clery Act, when the evidence suggests the victim was intentionally selected because of the victim's actual or perceived race, gender, religion, sexual orientation, ethnicity, or disability.

**Larceny-Theft:** The unlawful taking, carrying, leading, or riding away of property from the possession or constructive possession of another.

**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.

**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.

**Destruction/Damage/Vandalism of Property** (Except “Arson”): 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.

## **New York State Penal Law**

Definitions Relating to Crimes of Dating Violence, Domestic Violence, Sexual Assault, and Stalking (*in italics related College policy definitions, including NY129-b requirements, are noted*)

**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 developmental 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.

*In compliance with New York State Education Law Article 129-B, the College has adopted the following definition of affirmative consent as a part of its Policy Against Discrimination and*



*Harassment: “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 sexual activity. Silence or lack of resistance, in and of itself, does not demonstrate consent.”*

**Dating Violence:** New York State does not specifically define “dating 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.

*Barnard College has adopted in College policy the following definition of domestic violence\*:  
“Violence on the basis of sex committed by a current or former spouse or intimate partner of the Complainant, by a person with whom the Complainant shares a child in common, or by a person who is cohabitating with, or has cohabitated with, the Complainant as a spouse or intimate partner, or by a person similarly situated to a spouse of the Complainant under the domestic or family violence laws of New York, or by any other person against an adult of youth Complainant who is protected from that person’s acts under the domestic or family violence laws of New York.”*

*\*To categorize an incident as Domestic Violence under College Policy, the relationship between the Respondent and Complainant must be more than just two people living together as roommates. The people cohabitating must be current or former spouses or have an intimate relationship.*

**Family or Household Member:** Person’s related by consanguinity or affinity; Persons legally married to one another; Persons formerly married to one another regardless of whether they still reside in the same household; Persons who have a child in common regardless of whether such persons are married or have lived together at any time; Unrelated persons who are continually or at regular intervals living in the same household or who have in the past continually or at regular intervals lived in the same household; Persons who are not related by consanguinity or affinity and who are or have been in an

intimate relationship regardless of whether such persons have lived together at any time. 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. Intimate relationship status shall be applied to teens, lesbian/ gay/bisexual/transgender, and elderly individuals, current and formerly married and/or dating heterosexual individuals who were, or are in an intimate relationship.

*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. Sections 130 and 255 of the New York State Penal Law address these crimes.

*College policy defines sexual assault as “any [sexual act](#) directed against another person without the consent of the Complainant, including instances in which the Complainant is incapable of giving consent.”*

**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:** Section 130.20 NYS Penal Law. 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:** Section 130.25 NYS Penal Law. 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:** Section 130.30 NYS Penal Law. 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:** Section 130.35 NYS Penal Law. 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:** Section 130.40 NYS Penal Law. 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:** Section 130.45 NYS Penal Law. 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:** Section 130.50 NYS Penal Law. 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:** Section 130.52 NYS Penal Law. When a person intentionally, and for no legitimate purpose, (1) forcibly touches the sexual or other intimate parts of another person for the purpose of degrading or abusing such person; or for the purpose of gratifying the actor's sexual desire. Or (2) subjects another person to sexual contact for the purpose of gratifying the actor's sexual desire and with intent to degrade or abuse such other person while such other person is a passenger on a bus, train, or subway car operated by any transit agency, authority or company, public or private, whose operation

is authorized by NYS or any of its political subdivisions. (For the purposes of this section, forcible touching includes squeezing, grabbing, or pinching).

**Persistent Sexual Abuse:** Section 130.53 NYS Penal Law. When a person commits a crime of forcible touching, or second or third degree sexual abuse within the previous ten year period, excluding any time during which such person was incarcerated for any reason, has been convicted two or more times, in separate criminal transactions for which a sentence was imposed on separate occasions of forcible touching, sexual abuse third degree, sexual abuse second degree or any offense defined in this article, of which the commission or attempted commissions thereof is a felony.

**Sexual Abuse in the Third Degree:** Section 130.55 NYS Penal Law. 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:** Section 130.60 NYS Penal Law. 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:** Section 130.65 NYS Penal Law. 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 and the actor is twenty-one years old or older.

**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:** Section 130.65a NYS Penal Law. 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:** Section 130.66 NYS Penal Law. 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:** Section 130.67 NYS Penal Law. 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. (Conduct performed for a valid medical purpose does not violate the provisions of this section.)

**Aggravated Sexual Abuse in the First Degree:** Section 130.70 NYS Penal Law. when he or she inserts a foreign object in the vagina, urethra, penis, rectum or anus of another person causing physical injury to such person: (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. (Conduct performed for a valid medical purpose does not violate the provisions of this section.)

**Course of Sexual Conduct Against a Child in the Second Degree:** Section 130.80 NYS Penal Law. 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:** Section 130.75 NYS Penal Law. 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:** Section 130.90 NYS Penal Law. 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:** Section 255.25 NYS Penal Law. 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:** Section 255.26 NYS Penal Law. 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:** Section 255.27 NYS Penal Law. 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:** Section 120.45 NYS Penal Law. 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 12 previously clearly informed to cease that conduct; or (3) is likely to cause such person to reasonably fear that his or her employment, business or career is threatened, where such conduct consists of appearing, telephoning or initiating communication or contact at such person's place of employment or business, and the actor was previously clearly informed to cease

that conduct. For the purposes of subdivision two of this section, "following" shall include the unauthorized tracking of such person's movements or location through the use of a global positioning system or other device.

**Stalking in the Third Degree:** Section 120.50 NYS Penal Law. 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:** Section 120.55 NYS Penal Law. 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, sandbag, sandclub, slingshot, 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:** Section 120.60 NYS Penal Law. When a person 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, or (2) commits a class A Misdemeanor defined in the P.L. Article 130, or a class E Felony defined in P.L. Sections 130.25, 130.40, 130.85 or a class D Felony defined in P.L. Section 130.30 or 130.45.



## APPENDIX B: Crime Awareness and Safety Information

Stay Safe Barnard! Safe decision making is essential. Be aware of surroundings, familiarize yourself with new environments, stay in communication - so someone knows where you are headed/ when you will return and check in if you have concerns.

### Tools To Navigate The City

- Be Alert and aware of your surroundings. Keep your head up, avoid being distracted on the cell phone or other electronic device - remain aware of what is going on around you.
- Always tell someone where you are going & when you are expected back.
- Travel in groups, remember there is safety in numbers. Walk or jog during daylight hours, use protective gear and join with others after dark, using well lit paths, and avoid isolated areas such as parks (that often close at dusk).
- When out with a group, stay with the group, don't leave anyone behind.
- When using the Subway don't ride in the last car. Look for the White & Black Zebra Board on the platform & travel with the Conductor or in the First Car with the Train Operator.
- Before entering your residence hall or apartment building, have your ID or keys ready. Don't hold doors for anyone whom you don't know.
- When going out, prepare for your return travels (load your metrocard, have your app or payment options, other resources and a plan). If you find yourself stranded, call Barnard CARES line **212-854-3362** to explore options that may be available.
- Remember Barnard students can join the VIA on demand evening service and Columbia Shuttle options available in the area of campus. Schedules and information are on the web at <https://barnard.edu/shuttle-services> and <https://publicsafety.columbia.edu/content/shuttle-bus-service>
- If you observe suspicious activity or feel threatened, go into a well lit public area or a store, supermarket or restaurant, when off Campus call **911**.
- Become familiar with Columbia's Red Lion-Safe Haven program and their locations. <http://publicsafety.columbia.edu/content/safe-havens>.

### General Safety Tips

- All threatening suspicious activity should be reported to Barnard Community Safety at 212-854-6666 to describe the behavior of concern or other observations or consult the CARES line at 212-854-3362 for non-emergencies (unclear circumstances or reporting concerns some time after the fact).

- Timely and accurate reporting of information makes it easier to gather critical evidence and increase the odds of recovering stolen property, addressing concerning behavior, and/or successfully apprehending and prosecuting criminals.
- Keep your room doors locked and do not prop residence hall doors open.
- Report all maintenance problems (broken doors, window locks, etc.) to Residential Life or via the Facilities work order request form immediately.
- Identify your valuables - record serial numbers of TVs, computers, electronics, etc.; have them engraved to aid in recovery and maintain a list of your valuables and identifiers in a secure location. More information is available regarding NYC Operation ID on the web:  
[http://www.nyc.gov/html/nypd/downloads/pdf/crime\\_prevention/iPhone3.pdf](http://www.nyc.gov/html/nypd/downloads/pdf/crime_prevention/iPhone3.pdf)
- Always secure your valuables and never leave items such as pocketbooks, wallets, keys, laptops, tablets, cell phones, etc. unattended even for brief periods of time. If stepping away from your belongings while on campus, ask a peer to keep an eye on your things, and don't be away long.
- Use designated crosswalks and pedestrian crossings to safely cross roadways.
- Be aware of campus and local crime trends. Pay attention to alerts shared with the community. You are your best protection - educate yourself.
- Shades and curtains should be drawn to prevent potential criminals from looking into your room or office.
- Carry only necessary cash and credit cards, kept in an inner secure location of your back or on your person. Do carry enough money for subway/bus fare or ride home.
- **TRUST YOUR INSTINCTS**... if something does not look right to you or makes you feel uneasy, get away fast! Seek out a public, well lit area or open business where other people are around. Immediately report such concerns to Barnard Community Safety.

### **Burglary/Thefts of Unattended Property**

**To help prevent burglary, please adhere to the following tips:**

- Lock your door-even when going out for a short period.
- Always secure and/or conceal valuable items when leaving your room.
- Never leave valuable property (i.e.) laptops, tablets, cell phones, etc. unattended, in the library, café or any area open to the public or not monitored. Ask a peer to keep an eye on your things if you need to step away briefly, take your belongings with you if not a brief step away.
- **DO NOT PROP OPEN DOORS.** Do not share your room key, make a plan with your roommates/suitemates to ensure doors are locked when no one is in the space.
- Be aware of happenings and persons in your building.

- Report any observations of suspicious activity to Community Safety IMMEDIATELY at 212-854-6666.
- Remember you are responsible for your guests on campus.
- Record serial number of any valuable items when available, keep this information in a safe central location. For items without serial numbers, take a photo and record a written description in your records.
- During prolonged breaks such as winter and spring recesses ensure that all valuable items are properly secured and take with you any non-securable items.

### **Holiday Safety Tips**

- Do not display purchases such as holiday gifts where they can be seen from windows, doorways or openly viewable areas.
- Be cautious of strangers soliciting for charitable donations. Ask for identification, how the donated funds will be used, etc.
- Don't leave boxes from TVs, VCRs, Computers, etc. outside your apartment or at the curb for trash pickup. Break down boxes when leaving them for recycling pickup to conceal packaging.
- Travel and park in well lit areas. Be aware of your surroundings.

If you have any non-emergency questions related to this Safety Advisory, please feel free to call Barnard's CARES call center line at **212-854-3362**.

### **Cyber Bullying Awareness**

#### **What Is Cyber Bullying?**

Cyber bullying is when electronic devices, such as cell phones or web based platforms (e.g. email, social media), are used to send or post messages or images that are meant to hurt, demean, or embarrass another person. This can be done through e-mail, instant messaging, text messages, web pages, chat rooms, or interactive gaming sites.

#### **Cyber Bullying includes:**

- Sending mean, threatening or harassing messages to another person through texts, e-mail, web pages, or instant messaging.
- Spreading lies and rumors about others through the web based or text messages.
- Posting pictures or altering photos without the consent of the individual(s) in the image.
- Tricking someone into revealing their personal information and sending it to others.
- Creating websites, polls, or blogs about an individual or group that are meant to embarrass, demean or hurt other persons.
- Recording conversations or videos without the individual's consent and sharing or posting it online.

### **Tips for Protecting Yourself:**

- Be alert to all of the different forms of online harassment and cyberbullying.
- Be aware of your privacy settings and consider when and how you share any personal information online about yourself which includes your phone number, address, or personal identification numbers. Keep all of your usernames and passwords private.
- If you experience outreach from someone unknown to you or who is asking for information inappropriately, do your best to safely block all communication with the sender. Inform Community Safety, CARES operations, Residential Life staff members, BCIT, family, friends, supervisors, and/or co-workers about such concerning situations.
- Keep a record of all e-mails, text messages and instant messages that you have received (e.g. timestamped screen shots). Do not reply to inappropriate messages, often if you do not reply, the messages will stop. Consider whether it makes sense to change your username or e-mail address or update passwords and privacy settings to reduce the likelihood of recurrence.
- Contact your internet service provider or BCIT services and report what has happened and explore how best to prevent recurrence.
- Call Community Safety at **212-854-6666** for emergencies or the CARES Nonemergency line at **212-854-3362** for concerns, reporting options, and/or resource referrals.

### **Bomb Threat Procedures**

Should a member of the Barnard community receive an email or telephone threat, it is imperative to follow the procedure below and notify the Community Safety Department **IMMEDIATELY**.

In the event a bomb threat is received by telephone, the call taker will attempt to ascertain as much information as possible from the caller and contact Community Safety immediately at **212-854-6666**. If a bomb threat is received by e-mail, the receiver will first print a copy of the e-mail, call Community Safety and then forward the e-mail threat to the Community Safety supervisory staff at [communitysafety@barnard.edu](mailto:communitysafety@barnard.edu). Under no circumstance should the receiver delete the e-mail threat. Upon receipt of information regarding a bomb threat the Community Safety Department will take all action steps as outlined in the Emergency Management Procedure Manual and department procedures to ensure the safety and security of the affected area and campus community.

Local law enforcement authorities will be notified by the Community Safety Department of all credible threats against the Campus. A Director in Community Safety or CARES, or their designee, will issue an "ALL- CLEAR" message after consulting with law enforcement and applicable campus officials, and only when all officials are in agreement that there is not an active threat to the Campus and the area is safe for students, faculty, staff and/or visitors.