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## Memorandum to Presidents

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Date: October 2, 1989 Vol. 89 No. 18  
From: Office of the Chancellor  
Subject: Improvement of Personal Safety on Campus  
To: Presidents, State University of New York

The personal safety of students, faculty, and staff on our campuses continues to be a topic of high priority to the Board of Trustees and to me. In the past, the Board expressed strong support of efforts made to address issues relating to personal safety and, particularly, women's safety.

Since 1984, appropriate campus advisory groups, involving broad-based participation by students, faculty, staff and administrators, have been operating, and their annual reports, submitted to the Office of Student Affairs and Special Programs, are summarized each year and presented to the Board of Trustees. In addition, the reports are used to review personal safety policy issues and, where needed, to make adjustments to expenditures for physical plant improvements and Public Safety training. Attention has also been paid to improving educational programs to promote personal safety.

Safety on our campuses has been greatly aided by the positive response of many of our students to personal safety matters. The work of our Public Safety Officers is excellent, and we commend them for their continued diligence and service. The use of security guards, parking attendants, and student patrols also contributes to this general feeling of overall community safety. Nevertheless, our campuses are open to the public, for the most part 24 hours a day, and we must be diligent in our efforts to maintain the high level of personal safety everyone desires.

In June 1984, Chancellor Wharton instructed each campus to establish a personal safety committee to assess the quality of safety on campus. A 1986 Memorandum to Presidents (Vol. 86, No. 1) provided further instructions for a continuous review of campus personal safety activities. Since that time, as you know, concerns for personal safety on campus have received a great deal of national and state-wide

attention, and it is clear that students, parents, legislators, and the general public regard this matter very seriously. Thus, it is prudent for us to review and broaden the responsibilities of campus personal safety committees, ensure the breadth of their membership, and refine the reporting requirements, to make sure that we within the University do whatever we can to address the concerns of our communities.

#### Committee Charge

The June 1984 charge to the personal safety committees included a review of campus personal safety issues and an assignment to search for creative and educational ways to enhance personal safety through campus academic and student life programs. There remains, however, great concern about the possibilities of sexual assault, both stranger- and acquaintance-rape. Therefore, I request that each campus personal safety committee be further charged (1) to review and suggest improvements to campus preventive and judicial policies on sexual assault, (2) to review and suggest improvements in safety education programs, and (3) to assess availability of counseling services for victims. I also request that, as part of this charge, each committee carefully review victim referral procedures and campus response protocols for sexual assault situations.

Each committee must also continue an ongoing assessment of the quality of personal safety policies, practices, procedures and programs by reviewing critical incidents, conducting formal and informal surveys of student and staff opinion, and analyzing crime statistics reported by the department of public safety. The committee should also pay close attention to successful intervention efforts that contribute to the improvement of campus personal safety.

#### Committee Membership

In 1984, Chancellor Wharton strongly urged that membership on campus personal safety committees be broad-based and show a representative proportion of women. Please review this matter personally in light of the following standards: (1) that each campus personal safety committee have no less than six members altogether; (2) that it have an equal number of faculty, staff and students; and, (3) in view of the serious nature of personal safety problems facing women, that it have at least an equal number of women and men. In the appointment of students and faculty,

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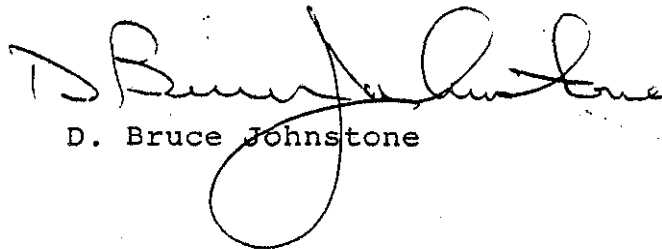
consultation should be undertaken with existing student, staff and faculty governance organizations.

Campus and University-wide Reporting

I ask that you continue the practice by which the campus committee files an annual report with you, with a copy or a synopsis forwarded by June 15 to Vice Chancellor Pogue. Additionally, I ask that committee reports be available to the campus community. As noted in the annual call for these reports, the contents should include the charge to the committee, a list of members, recommendations made and proposed resolution of the recommendations, and any other issues that were addressed during the academic year. One copy of the report should also be forwarded to Vice Chancellor Pogue. We will make periodic University-wide reviews of personal safety, and their results will be reported to the Board of Trustees.

Any questions concerning the above or other matters pertaining to campus personal safety should be addressed to Dr. Frank G. Pogue, Vice Chancellor for Student Affairs and Special Programs, at (518) 443-5137, or Dr. J. Norman Hostetter, Associate Vice Chancellor for Student Affairs, at (518) 443-5139.

I know that you share my concern that our communities be as safe as possible. I appreciate your assistance in this important matter. Thank you.



D. Bruce Johnstone

This memorandum addressed to:

Presidents, State-operated Campuses  
Presidents, Community Colleges  
Deans, Statutory Colleges

This memorandum for information sent to:

President Coll  
Provost Nesheim