AVAILABILITY, LOCATION, AND METHODS TO SUMMON LAW ENFORCEMENT ASSISTANCE

Enforcement and Arrest Authority
The San Francisco State University Police Department (UPD) is located on North State Drive, near the Lot 20 parking structure and Student Life Event Center. The University Police Department provides police services 24 hours a day, 7 days a week to our community. University Police Dispatch can be reached directly by phone at 415-338-7200.

The peace officers of San Francisco State University have statewide police authority and are vested with law enforcement powers and responsibilities identical to local police or sheriff departments, per Penal Code 830.2 and Education Code 89560. The University Police Department maintains primary jurisdiction over the campus community and SF State owned buildings and housing properties via a Memorandum of Understanding with the San Francisco Police Department.

In addition to the main campus, SF State maintains a teaching center in Downtown San Francisco and remote research facilities located in Tiburon and Sattley, California. While we do not employ University police officers at these locations, we maintain a collaborative relationship with the local law enforcement agencies that are responsible for the safety at these sites and will coordinate with agencies if a security issue arises.

Crime Reporting Procedures
The campus community is strongly encouraged to report all known or suspected incidents of criminal activity to the University Police Department as soon as possible. When calling the UPD be prepared to:

- Give your name, phone number, and location.
- Give clear and accurate information.
- Be prepared to supply suspect/vehicle descriptions, or directions of travel, if known.
- DON’T HANG UP! Follow the instructions of the dispatcher. You may be placed on hold in some instances.

Crime Reporting
- 9-1-1 from any campus phone
  (NOTE: Dialing 9-1-1 from your cell phone in the area will connect you to SFPD who will still assist you or will forward the call to the University Police Department as needed).
- University Police Department Emergency Dispatch: 415-338-2222
- University Police Department Non-emergency Dispatch: 415-338-7200
- Anonymous Crime Tip line: 415-338-3030
- Emergency Blue Light Phones are located around various areas of San Francisco State University.
- Elevator phones are also available for assistance and they will connect you to University Police.
- University Police Non-emergency email: upd@sfsu.edu

In Person Contact
The University Police Department is located at 100 North State Drive, adjacent to LOT 20 Parking structure.
SPECIAL SAFEGUARDS FOR FACILITIES OR ACTIVITIES

Security of and Access to Campus Facilities
All buildings, except the library, are secured by the University Police Department by 11:00 P.M. on weekdays and 5:30 P.M. on weekends, per University Executive Order 94-17. We recognize that there will be some need for after hour and weekend access to buildings. After hours, a faculty or staff I.D. is required. Anyone working late or on weekends should notify the University Police Department. Students working in a building after hours are required to have in their possession a student pass (authorized by college deans) along with photo identification. In the event of a campus closure due to an emergency response effort, access to buildings will be determined on a case-by-case basis and approved in writing to campus administrators and offices. Community members shall comply with authorized campus closure directives when provided. Holiday access is treated as weekend access.

Access to University Housing facilities is limited to residents, escorted guests and University staff. Entry is monitored on 24-hour basis through a combination of card-key security systems, hard keys, door prop alarms and on-duty Residential Life personnel. The campus facilities are maintained by Facilities & Service Enterprise and patrolled by UPD officers. The majority of campus buildings are equipped with card key access that is controlled by an access administrator. Many offices, labs, computer rooms and areas of campus have security alarms. All campus facilities have key and card key-access, most being open daily for scheduled campus community use. The Residential Life Department issues card key access for its residents. Campus key control and distribution is a function of Facilities & Service Enterprises. To provide for the security of campus facilities, the UPD enforces Educational Code 89031 & Housing Policies. Campus facility access may be revoked, per Penal Code 626.

Security Considerations Used in Maintenance of Campus Facilities
The University Police Department is responsible for implementing the security of all campus facilities. Personnel perform daily building lock-up and provide information on maintenance issues with campus lighting, door locks and general environmental safety, in conjunction with Facilities & Service Enterprise. Regular inspections and surveys of campus Emergency Blue Light Phones are conducted in collaboration between Facilities & Service Enterprise, University Police Department, and Information Technology Services.

New Student Orientations
University Police personnel provide personal safety tips and emergency contact information to new students on a regular basis. Students are informed of policies, voluntary confidential crime reporting procedures, and safety programs.

New Employee Orientations
University Police personnel present safety policies and procedures to new employees facilitated by the Human Resources Department. Employees are informed of injury and illness prevention, workplace violence, safety programs, and voluntary confidential crime reporting procedures.
ACTIONS IN THE LAST 18 MONTHS TO INCREASE SAFETY

- Claims Improvement Group - Empaneled a cross-cabinet Claims Improvement Group to identify claim causation trends and develop claim reduction/mitigation strategies for immediate implementation.
- Implemented a Lean Gemba Safety Walk Program - The gemba safety walk involves our workers’ compensation manager accompanying a worker, usually in a high-risk job classification such as janitors, as the worker performs their daily duties. The goal is to help our employees perform their duties in the safest manner, thus reducing the possibility of work-related injuries.
- KeynectUp Emergency Notification Service – Enterprise Risk Management continues to partner with KeynectUp to provide a traveler safety notification service and mobile phone safety information contact card. The KeynectUp safety information contact card is downloaded by travelers prior to departing (for instance, at the OIP Study Abroad Orientation) and is saved to the traveler’s mobile phone for easy access to campus safety resources. In FY18/19, 375 downloads of the contact card were generated by travelers.
- Approval of the SFSU Emergency Program Improvement Committee - The Emergency Program Improvement Committee (EPIC) will strive to collaboratively and effectively strengthen the University’s capacity to manage emergencies both on and off campus. This will ensure resources (including employee time) are managed responsibly, all related policies, procedures and published guidelines are standardized and clear, and the SF State community is given the support it needs to respond effectively to emergencies and disrupting events.
- Staff from Health Promotion and Wellness completed 24 workshops with students on Sexual Violence Prevention or Bystander Awareness.
- Health Promotion and Wellness staff also conducted 7 mandatory trainings on sexual violence prevention and reporting resources for student athletes, members of Greek Life student organizations, and Residential Life student leaders. An additional 6 sexual violence prevention workshops were held for the general campus community.
- In Fall 2019 San Francisco State launched the Sexual Violence Prevention Collaborative (SVPC), a dedicated community of students, faculty, and staff working together to prevent sexual violence on campus. The SVPC was accepted to be part of NASPA’s Culture of Respect Initiative, a national cohort of campuses focused on this issue, to provides structure and technical assistance to our efforts. The 20 members of the SVPC have worked together to create a complete and thorough assessment of current campus efforts and developed in-depth plan for addressing areas for improvement.
- Parking & Transportation added new (more efficient) shuttle buses for the campus community.
- The University Police Department launched a comprehensive Active Threat training program and actively engaged students, staff and faculty to provide access to the trainings.
- UPD successfully hosted a (10) week long Citizen’s Academy training session for students, during the fall 2019 semester.
- SF Stated successfully hosted our third annual Campus Safety Week program.
- Environment, Health & Safety conducted ongoing group fire extinguisher training and has made the training available upon request.
- Environment, Health & Safety has continued to provide ongoing quarterly First aid / CPR / training (up to 50 participants per class).
All new incoming first-year and transfer students are provided the “New Student Guide” that provides information addressing SF State Health and Safety including:

- Campus Safety mentioning:
  - Being a member of the SF State community and how to be an active member responsible for safety and awareness
  - Educational programs and resources available from UPD and Risk Management

- SFSU Police Department
  - Student responsibility to be alert, aware, and connect with their surroundings
  - Crimes of opportunity / common crimes
  - Personal safety
  - Emergency contact phone numbers

- Emergency Phones / Blue Lights
- Escort program
- The SAFE Place
- Counseling and Psychological Services

All new incoming first-year and transfer students are provided the Gator Guides Mobile Application that provides the following safety information:

- Anonymous Crime Tip Line
- Citation Processing
- Information about Emergency Siren testing
- Emergency contact information
- Accessibility

During New Student Orientation students’ parents/guests are provided a presentation titled “Real Talk for Families: Top 5 Things to Know” that addresses and highlights key issues around campus safety, personal safety, reporting, and the variety of services and resources available to students including but not limited to:

- General information about the University Police Department
- Blue Light/Emergency Phones
- Personal and community safety responsibilities
- Creating a family “In case of Emergency” plan/conversations about personal/family safety.
- How to support their students and engage their students to be more aware and attentive to their surroundings.

Student Orientation Leader staff are trained on risk management, emergency action plans/communication trees, and accessibility.

All new incoming first-year and transfer students register via an online registration platform that collects emergency contact information for the Spring and Summer Orientation programs. Please note, this emergency contact information does not replace or populate to the student’s CS – Student Center account, yet it is a quick emergency contact resource for New Student Programs considering new students may not have populated their emergency contact information before matriculation.
PROPOSED IMPROVEMENTS IN SAFETY OVER THE NEXT 24 MONTHS

- Beginning in January 2020 the Sexual Violence Prevention Collaborative (SVPC), which was launched by the SF State Health Promotion and Wellness office, will begin implementation of the SVPC plan with activities to address multiple levels of improvements including:
  - Improved public disclosure efforts
  - Multi-tiered prevention education
  - Improved survivor support
  - School wide mobilization efforts
  - Clearer policies, and ongoing self-assessment

- Development of Youth Protection Program.
- Development of Academic Field Trip Risk Assessment Web Portal.
- To increase UPD uniform and support staffing to accommodate campus residential population growth.
- UPD engagement / visibility / community development (continue and expand).
- To expand on emergency response drills for campus community.
- To expand alternative solutions for securing campus, buildings, classrooms and offices.
- Expand campus escort program with a vanpool solution with staffing and increase after-hours coverage.
- Expand community-wide crime prevention/safety programs and services.
- Expand UPD training with SFPD Taraval District Police Station.
- To move new hire safety orientation on-line to capture existing employees.
- EH&S & UPD will collaborate on development and implementation of a structured training plan for Building Coordinators and Building Emergency Response Coordinators (BERCS).
- To offer additional R.A.D. classes to the campus community.
- Expand on the content and resources mentioned in the 2020 New Student Guide.
- Create a Student Top 5 Things to Know presentation, including information about personal safety and community responsibility.
- Expand the Families Real Talk: Top 5 Things to Know presentation, to discuss emergency protocol, common concerns, student safety, and student alcohol, drug, and other behavioral concerns that families can engage and discuss with their new/transiting student.
- Expand on emergency protocols in the Gator Guides mobile app for all new students.
- Rehearse and train student staff on emergency protocols and procedures.
- Expand and implement new campus safety resources and services during GatorFest!
  - Incorporate more Title IX – “Not Anymore” workshops / information.
  - Alcohol / Drugs education information.
  - Bystander intervention workshops/information.

2019 San Francisco State University Statistical Report

This report is a separate and distinct report from the Annual Security Report required under the Jeanne Clery Disclosure of Campus Security Policy and Campus Crime Statistics Act (Clery Act). The Clery Act report can be found at the following link: http://upd.sfsu.edu/sites/default/files/assets/pdf/Annual_Security_Report.pdf
These statistics were compiled using the FBI Uniform Crime Reporting program definitions, occurring on campus, and in compliance with California State Education Code, Chapter 16, of the Donahue High Education Act, Section 67380.

### 2018 Statistics (*California Education Code 67380 § (a)(1)(A)*)

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*Part I crimes include willful homicide, rape, robbery, and aggravated assault
**For the purpose of this report, ‘on campus’ references any and all SFSU main campus occurrences. For a breakdown of Clery geographical crimes, please refer to the Clery report.