2022 CAMPUS SAFETY PLAN
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 e-mail**: 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 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 ID 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 Enterprises 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

• Added new (more efficient) shuttle busses for campus community.
• Improved emergency communication function by sending alerts to campus community via email.
• Active shooter training program rolled out to campus staff and faculty.
• Developed and implemented the SF State Public Safety Advisory Committee with the goal of enhancing public safety through building community collaborations.
• Revised the Division of Campus Safety website and included a “Transparency” section to improve access to department information of public interest.
• Initiated new International Traveler Notification System to allow faculty/staff/students to confirm safety in real time in the event of an incident.
• Implemented an insurance program to provide insurance protection for liabilities arising out of recognized student organization risks.
• Implemented campus-wide Youth Protection Program to ensure the safety of minors participating in SF State programs and in external programs on campus property.
• Developed country-specific health and safety information sheets for distribution to faculty, staff and students traveling internationally. Information is updated bi-monthly and pushed automatically to travelers via SF State’s international traveler emergency messaging platform.
• Designed an international travel risk assessment matrix used by Enterprise Risk Management to assess the risks of travel to specific countries and to assist the campus in making informed, data-driven decisions about which countries to allow university travel to resume.
• Successfully hosted the third annual Campus Safety Week.
• Trained students and staff in hands on use of fire extinguishers to extinguish live fires.
• Ongoing group fire extinguisher training has been made available upon request.
• Purchased and deployed an additional 25 AEDs across the campus.
• Provided First aid / CPR / training (up to 50 participants per class) prior to COVID-19 shutdown.
• Began installation of Sharps disposal boxes across campus for safe needle disposal.
• Continued using RSS software programs to:
  • ASSESS lab hazards
  • INSPECT labs for hazards
  • Manage CHEMICAL inventories
• Created on-line safety training programs:
  • New Hire Safety Orientation (includes HazCom)
  • Campus Emergency Action Plan Procedures
  • COVID-19 Health & Safety Procedures for students and employees
• Trained students and employees on COVID-19 safety procedures using on-line program before they are allowed to come on campus.
• Implemented COVID-19 on-line and phone app health screening app required for entry to campus buildings with hard copy translations into several languages.
• Trained student “Gator Helping Gators” safety ambassadors to manage building access under COVID-19 restrictions.
• Worked to make on-line training programs fully accessible to all community members.
• Closed audit findings from CSU Chancellor’s Office H&S Audit.
• The Office of Emergency Services closed audit findings from CSU Chancellor’s Office Emergency Management Audit.
• Hired a new Director of the Office of Emergency Services. Director is also responsible for Clery Act compliance. Start date: February 7, 2022
• Instituted new chemical and safety equipment procurement controls.
• Submitted data for the systemwide annual EH&S report.
• Revised and updated 18 of 18 required health & safety programs including the campus Chemical Hygiene Plan, Injury Illness Prevention Plan, and Emergency Action Plan.
• The Office of Emergency Services completed a revision of the SF State Emergency Operations Plan (EOP).
• Health Promotion and Wellness (HPW) have provided a wide range of prevention and education programming focused on ending sexual violence. Examples include:
  • “The Link-Up Series” a weekly program offering that weaves AOD education, positive sexuality education, and healthy relationship education implemented in the first 8 weeks of the Fall semester to address a trend that research has shown that to be the time period within the academic year when campuses see spikes in rates of sexual assaults. The “Link-Up Series” seamlessly overlapped with HPW’s October’s Domestic Violence Awareness Month, in collaboration with The SAFE Place, which featured 4 different workshops that highlighted awareness, safety, building support networks, LGBTQ communities of color, and healing.
  • In November 2020, HPW launched its “Healthy Masculinity Day of Action” which highlighted two dialogues on men’s engagement to prevent sexual violence through a healthy masculinity workshop and bystander intervention workshop for men.
  • HPW also launched a Consent 101 video, a Bystander Intervention 101 video, and “Dating In the COVID-19 Era” Instagram Live, in response to our current COVID-19 context.
  • HPW also conducted its first Dating Violence & Stalking Awareness Month in February 2020. Campus partners include: The SAFE Place, United Greek Council, and La Casa de las Madres.
  • In partnership with various campus partners, HPW coordinated Sexual Assault Awareness Month in April 2020 (SAAM) that included programs such as Sexual Violence Prevention 101 Workshop, Coffee & Conversation: Demystifying Title IX, Thinking of You Peer Discussion, SAAM Talk: Risk Reduction & Resilience, and the “What Were You Wearing?” Virtual Sexual Assault Awareness Exhibit.
  • Finally, seven mandatory trainings on sexual violence prevention and reporting resources were provided for student athletes, members of Greek Life student organizations, and Residential Life student leaders.
• 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 over the last 2 years to create a complete and thorough assessment of current campus efforts and implemented an in-depth plan for addressing areas for improvement, including improved public disclosure efforts, multi-tiered prevention education, improved survivor support, school wide mobilization efforts, clearer policies, and ongoing self-assessment.

- Fire & Life Safety developed and implemented (100% in Q4 of 2020) a Campus & Housing Fire Extinguisher Monthly Inspection Program for compliance & efficiency. They also implemented the following processes:
  - Consistent fire alarm drills annually in October, including consistent notification.
  - Rebuild of the UPN trash-chutes to enhance safety.
  - Comprehensive central campus fire-stopping.
  - Comprehensive central campus fire-damper inspections, tests & corrections.
  - Fire sprinkler inspections, tests & system corrections.
  - Consistent emergency generator inspections, tests & system corrections.

- Facilities coordinated with the EOC to post signage on campus in relation to the SFPHD COVID-19 mandate for safety signage.

- Developed risk and safety guidance for the safe resumption of clinical placement field work during COVID-19.

- Developed risk and safety guidance for the safe resumption of academic field trips during COVID-19.

- Inspected and assessed the Early Childhood Education Center and Children’s Campus to ensure compliance with SFDPH guidelines for re-opening child-care centers during COVID-19.

- Implemented COVID-19 safety protocols and Health Check-in mobile app for student, faculty and staff building access.

- Collaborated with business units across campus to update unit business continuity plans for implementation when an event that disrupts business operations occurs.

- EPC is updating its online training for students regarding sexual violence prevention.

- EPC (Equity Programs and Compliance) conducted trainings mandated by Executive Order 1095 for the following campus audiences:
  - Resident Assistants
  - Residential Life staff
  - Disability Programs and Resource Center
  - Mashouf Wellness Center staff

- EPC joined the Office of Student Conduct and Equity and Community Inclusion to conduct a training for the division of Student Affairs and Enrollment Management staff concerning Due Process and the Right to Know in Conduct, Title IX/DHR and Bias Reporting Processes.

- EPC conducted a legislative updated and a training on Mandated Reporter responsibilities under Executive Orders 1096 and 1097.

- EPC staff attended trainings provided by the CSU Chancellor’s Office regarding the following topics:
  - Sexual Harassment
  - Dating & Domestic Violence and Stalking under Executive Order 1096/1097 and Addendum B
  - Sexual Misconduct and Sexual Assault
  - Conduct, Scope and Jurisdiction Training for Title IX Coordinators, Investigators, Hearing Coordinators, Appeals Managers and Student Conduct Administrators.
e. Reporting and Intake Training for Title IX Coordinators, Investigators, Hearing Coordinators, Appeals Managers and Student Conduct Administrators
f. Assessment of Mandatory and Discretionary Dismissals Training for Title IX Coordinators and Investigators
g. Investigations and Informal Resolution Training for Title IX Coordinators, Investigators, Hearing Coordinators, Appeals Managers and Student Conduct Administrators
h. Supervising Investigations

- EPC staff attended the following additional trainings:
  a. Civil Rights Investigator Level One: Foundations Training and Certification Course, Association of Title IX Administrators (ATIXA)
  b. Civil Rights Investigator Level Two, ATIXA
  c. Title IX Coordinator and Administrator: Level Two, ATIXA
  d. Title IX Hearing Officer and Decision-Maker Training and Certificate Course, ATIXA
  e. Investigation Report Writing, ATIXA
  f. What California Schools Need to Know about SB 493, ATIXA
  g. Sexual Harassment in Education, Berkeley Center on Comparative Equality and Anti-Discrimination Law

- Communication of campus resources as sent out by the Dean of Students email account to all students in a timely manner when a local, regional, national, or global incident has occurred: resources include on-campus departments, offices, and people to support students during and after the incidents
- Streamlined emergency financial crisis resources for students to provide timely, holistic responses to students experience financial crisis.
- Partnership with Dean of Students, Basic Needs, Financial Aid, OIP, and EOP - Hosted all-student town halls to prepare students to safely return to campus during the COVID19 pandemic
- Partnered with NSFP in calling campaign efforts to encourage students to be fully vaccinated and submit their proof of vaccination to SF State for Fall 2021
- Increased content and communications around safety practices to new first-year and transfer students during orientation programs
- Increased content and communications around safety practices to student supports during orientation programs, Family Forum webinars, and website content for student parents/supporters/families
- Online modules for new students to review and understand campus safety and conduct related information
- Partnerships with University Policy Department at student organization and GatorFest! events to facilitate student comfort with UPD presence, both in uniform and in civilian attire.
- Designed GatorFest! events to lead campus in in-person event protocol aligned with appropriate safety guidelines for in-person activities, per SF State and City of San Francisco public health guidelines.
- Empowerment of student org councils to implement covid-19 safety protocols at their events and encourage vaccine compliance within organizations and at organization-led events and programs.
- Facilitation of org partnerships with strategic partners, including Safe Place, Equity Programs & Compliance, Health Promotion & Wellness, New Student & Family Programs, Campus Recreation, and Residential Life to support a safe repopulation of in-person campus activities & events for fall 2021.
- Designed and implemented educational sessions, small group workshops, and 1:1 advising to support student organizations in hosting virtual engagement opportunities safely through Zoom.
- Designed and implemented educational sessions, small group workshops, and 1:1 advising to support student organizations in hosting in-person events and programs for Fall 2021
- Worked with Equity Programs and Compliance for Greek Title IX training
- Health Promotion and Wellness (HPW) have provided a wide range of prevention and education programming focused on ending sexual violence. Examples include:
  a. Workshops on sex discrimination, sexual harassment, and sexual misconduct for campus Residential Life Student Leaders: On August 11, 2021, HPW conducted an updated Sexual Violence Prevention to approximately 120 student leaders in Residential Life. This updated training includes prevention education covering affirmative consent, effective techniques for bystander intervention, and the importance of shifting norms in positively changing campus culture, while incorporating mandatory content around reporting responsibilities and procedures in compliance to CSU EO 1095. A follow-up training was also conducted in Spring 2021 that served as a refresher training, which additionally included reflection exercises to further help support student leaders in navigating their unique role
  b. Sexual violence prevention education is provided to student members of fraternities and sororities in Fall 2020: Building on the updated content delivered to Residential Life student leaders, HPW also worked closely with Student Activities & Events to provide hybrid education on highlighting the relationship between students’ rights, protections, and practical strategies to prevent sexual violence
  c. Sexual violence prevention education is provided to student athletes: In AY 2020-2021, HPW also tailored its sexual violence prevention content for student athletes. HPW provided this education in Fall 2020 and Spring 2021 that includes affirmative consent, addressing social norms and rape myths, basic bystander intervention, power and privilege, and how to support survivors. In addition, mandatory CSU EO 1095 content was included in this training to emphasize the connections between students’ rights, protections, and practical strategies to prevent sexual violence
  d. “The Link-Up Series” a weekly program offering that weaves substance use prevention education, positive sexuality education, and healthy relationship education implemented in the first 8 weeks of the Fall semester to address a trend that research has shown that to be the time period within the academic year when campuses see spikes in rates of sexual assaults. HPW has successfully implemented the “Link-Up Series” in Fall 2020 and 2021, and has seamlessly overlapped with HPW’s October’s Domestic Violence Awareness Month. In collaboration with The SAFE Place, this overlap featured numerous educational programs that focus on awareness, safety, building support networks, supporting LGBTQ+ communities of color, and healing
- In November 2020, HPW launched its “Healthy Masculinity Day of Action” which highlighted two dialogues on men’s engagement to prevent sexual violence through a healthy masculinity workshop and bystander intervention workshop for men
- HPW also launched a Consent 101 video, a Bystander Intervention 101 video, and “Dating In the COVID-19 Era” Instagram Live, in response to our current COVID-19 context.
  a. HPW also conducted its second Dating Violence & Stalking Awareness Month in February 2021 featuring workshops and events: Coffee & Convo: Dating Violence & Stalking, Dating While Queer Community Conversation, How to Be A Better Boyfriend, Dating in the COVID-19 Era Workshop, and Moving Forward: a Community Space for Survivors of Stalking
• In partnership with various campus partners, HPW coordinated Sexual Assault Awareness Month in April 2021 (SAAM). Campus partners include: The SAFE Place, AS Women’s Center, Student Activities & Events, Phi Gamma Chi, Equity Programs & Compliance, Sexual Violence Prevention Collaborative at SF State, Student Kouncil of Intertribal Nations (S.K.I.N.S.) of SFSU, LGBTQ+ Student Life at SF State, Counseling and Psychological Services, and Residential Life. Some examples workshops and events for SAAM 2021 included: Coffee & Convo: Sexual Assault, Survivors Agenda: Kitchen Table Conversation, How to Support Male Survivors of Sexual Assault, Missing and Murdered Indigenous Women, Girls and Two-Spirits (#MMIWG2S): An Open Conversation, Womxn of Color Healing Circles, and Trauma Informed Professors & Staff (TIPS) Training.

• Environment, Health, & Safety (EH&S) remained open five days a week throughout the pandemic to order and distribute PPE and COVID-19 related supplies, to dispose of hazardous waste, and to conduct regulatory inspections.

• EH&S created, posted, and assigned required training via CSU-Learn.

• EH&S supported major new construction projects on site.

• EH&S staff completed professional development work leading to several nationally recognized professional board-certifications:
  a. (2) Certified Chemical Hygiene Officers (CHO),
  b. (1) Certified Safety Professional (CSP),
  c. (3) Certified Environmental and Safety Compliance Officers (CESCO).

• Routine EH&S activities continued throughout the pandemic without interruption, e.g.:
  a. Holding Campus Safety Committee monthly on-line meetings
  b. Conducting Lab safety inspections
  c. Conducting COVID-19 compliance inspections
  d. Preparing for and responding to environmental regulatory inspections
  e. Disposing of campus hazardous wastes
  f. Conducting safety training
  g. Responding to CalOSHA inquiries.
PROPOSED IMPROVEMENTS IN SAFETY OVER THE NEXT 24 MONTHS

- To expand on emergency response drills.
- Perform annual update of EOP.
- Review and Revise required H&S programs.
- To update mutual aid MOUs with external organizations.
- Finish implementing Sharps disposal plan.
- Implement Accessibility reviews of on-line EHS programs.
- To move new hire safety orientation on-line to capture existing employees.
- To continue QR coding of chemical inventory.
- To continue inspections using computer-based lab safety inspection program.
- To assign and track safety training using a new CSU-wide Learning Management System called TotalSum.
- Fire & Life Safety will continue to 100% implement Campus & Housing Fire Extinguisher Monthly Inspection Program for compliance & efficiency.
- Implement Accessible Information on Metabim & Box for all Fire & Life Safety Emergency Equipment Annual Inspections & Reports including Related Work Orders.
- Enhance what EOC has developed with COVID-19 Safety & Precautions Signage.
- A training module created in 2020 to address the CSU Executive Order changes will be made available on the EPC website for visitors to access and view.
- Widespread training offers from EPC to all sectors of the University, with topics that are geared towards specific concerns and requests.
- Duty to Provide Reasonable Accommodations training will be made available to all University sectors. Upcoming trainings include:
  a. Faculty Affairs Chair Council
  b. College of Science and Engineering
  c. Chairs Council for College of Liberal & Creative Arts (LCA)
- Continued collaborations with EPC and campus partners to further violence prevention efforts.
- To expand alternative solutions for securing campus, buildings, classrooms and offices.
- Develop and implement Student Safety Escort Program with student staffing and increase after-hours coverage.
- Expand community-wide crime prevention/safety programs and services (including virtual training programs).
- Expand emergency Blue light (emergency) phone coverage on campus community
- Expand UPD training with SFPD Taraval District Police Station
- EH&S & UPD will collaborate on development and implementation of a structured training plan for Building Coordinators and Building Emergency Response Coordinators (BERCS)
- Planning to offer additional R.A.D. classes to the campus community, after COVID-19 pandemic subsides and campus returns to in-person instruction
- Implement campus-wide Youth Protection Program to ensure the safety of minors participating in SF State programs and in external programs on campus property
- Develop online field trip risk assessment portal to ensure compliance with SF State Academic Senate’s Field Trip Policy
• The University will be collaborating with the CSU Chancellor’s Office to secure a system-wide contract with an onsite COVID-19 testing vendor to support the campus with testing services
• Expand online resources for new students and families view the department websites to connect individuals to on-and-off-campus resources
• Increase awareness to new student rights, responsibilities, and community participation during and after all new student orientation programming
• First-year mentor training for emergency response (orientation program); peer-to-peer care and support and intervention
• Parent and family guidebook for promoting safe choice, healthy living, and supporting their student to report (Family handbook-like publication + website)
• Regular curricular approaches for student organizations and the greek community to engage in preventative education around Title IX safety and report
• Regular curricular approaches for student organizations and the greek community to understand reporting protocols for observation of suspicious activity (not title IX related)
• Fostering authentic relationships between student organizations and UPD by co-programming with officers and inviting UPD officers and staff to attend programs and events
• Fostering authentic relationships between the greater SF State community and UPD by inviting UPD to attend campus-wide programs and events and building power-free zones where students can meet the people who staff the UPD office
• Installing Blue Light Stations in University Park South
• Increasing police presence in University Park South
• Installing security/surveillance cameras in common rooms in University Park North
• Increase campus awareness of SafeWalk service, providing on-campus walking partners, including but not limited to through social media campaigns and in partnership with Equity Programs and Compliance (Title IX office)
• Engage Residential Life and Mashouf Wellness Center (campus recreational facility) staff to help increase awareness of SafeWalk service on campus
• Include UPD in Equity Programs and Compliance trainings to provide information about how the two offices work together to protect the safety of the community
• Going forward, the EH&S department will:
  a. Complete a total overhaul of the EH&S website’s format and content
  b. Continue to focus on EH&S training compliance, in keeping with the new CSU executive order EO 1039: EH&S Policy released November 15, 2021
  c. Engage in succession planning
  d. Continue to support the professional development and certification of EHS staff
  e. Support the repatriation of Indian artifacts
  f. Add a staff member to act as liaison to the expanded College of Liberal Arts
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• Engage in succession planning
• Continue to support the professional development and certification of EH&S staff
• Add one staff member to act as liaison to the expanded College of Liberal Arts
2022 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.

### 2021 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.