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Welcome Message from the Chief of Police

On behalf of the San José State University Police Department, welcome to the SJSU campus. Our goal is to provide a safe campus environment that is conducive to education and creativity. Our Annual Safety Report is designed to provide you with a crime prevention resource that will increase safety awareness and provide access to important statistical information about crime on campus.

Members of the University Police Department are highly trained and skilled professionals that are here to deliver expert police, public safety and parking services to the campus community. To provide meaningful and effective services, the University Police Department has created many partnerships with the campus community and surrounding neighborhood organizations, as well as local, state and federal agencies.

We encourage you to explore our web site to discover all of the public services the University Police Department has to offer, and how to help keep the campus community a safe and secure learning environment.

Sincerely,

William Coker, Chief of Police (Interim)

San José State University
University Police Mission Statement

“We Make a Difference Today, For a Better Tomorrow”

We are committed to providing a safe and secure learning environment through professional, progressive and superior police, emergency, transportation and educational services in alliance with the campus community.

Uniform Campus Crime Report/Student Right to Know

As a recognized California State Law Enforcement Agency, the San José State University Police Department is required to provide the Department of Justice with a monthly report containing the number and type of criminal offenses committed within the jurisdiction of the UPD, as well as citations issued and arrests made. This information is forwarded to the Federal Bureau of Investigation for inclusion in their annual publication, “Crime in the United States.”

The federal Clery Act requires the University to provide additional information to the community. Crimes that must be reported include murder, sex offenses (forcible and non-forcible), robbery, aggravated assault, burglary, motor vehicle theft, manslaughter and arson. In addition, the university must report arrests or disciplinary referrals for liquor, drug and weapons offenses and hate crimes by classification.

The Clery Act requires any SJSU campus official having knowledge of criminal acts as defined by the Clery Act to report that information to the UPD for inclusion in the annual safety report.

Crime statistics for the City of San José are not included in this publication. The City of San José is one of the safest large cities in the United States. Crime statistics for the San José Police Department can be found on-line at www.sjpd.org.

Each year, the UPD contacts SJSU campus officials by email for information pertinent to the Clery Act. UPD asks all campus counselors to
encourage their clients, when appropriate, to report criminal violations on a voluntary, confidential basis, for inclusion in the annual disclosure of crime statistics. Any information received in response is included in the UPD Annual Safety Report.

The SJSU Clery Act Annual Safety Report is the department’s student right to know report. The report is posted on the UPD web site (www.sjsupd.com and www.sjsu.edu/safetyreport), and a hard copy is printed and distributed annually to all SJSU Departments. Additional copies are available in the UPD lobby, or by calling the Police Records Unit at 408-924-2172. Portions of the report are also published in the SJSU schedule of classes and the Spartan Daily newspaper. In addition, a weekly crime blotter is posted on the UPD web site.

A complete breakdown of these statistics and statistics of criminal activity for other California State Universities can be found on the Department of Education, Office of Postsecondary Education web site: http://ope.ed.gov/security.

**Enforcement Authority**

California State University Police officers are “Peace Officers” as defined by the California Penal Code, section 830.2. Officers meet all standards and training requirements set forth by the Commission on Peace Officer Standards and Training (P.O.S.T.) for all California law enforcement officers. In addition, California State University Police Officers undergo training specially designed to meet the needs of the SJSU community.

**Memorandum of Understanding between the City of San Jose and San Jose State University - Operational Responsibility for On-Campus Law Enforcement.**

The San José State University campus is under the primary jurisdiction of the California State University Police Department as described in section 89560 of the California Education Code and section 830.2 (c) of the California Penal Code. The University Police Department
is responsible for processing, investigating and prosecuting all crimes committed on SJSU property and grounds owned, operated, controlled or administered by the California State University. By this agreement, the University Police Department may call upon the San José Police Department to assist in the handling of major crimes, including but not limited to Part 1 violent crimes as defined in California Education Code Section 67381 (the Kristin Smart Campus Safety Act of 1998), Section 1. Visit www.sjsupd.com/mou for more information.

**Areas of Operation**

The San José State University Police Department provides primary law enforcement services to the following areas:

- University main campus.
- South campus athletics facilities.
- Studies in American Language facility (384 S. 2nd St.)
- SJSU Art Metal Foundry (1036 S. 5th St.)
- Aeronautics Facility (1120 Coleman Ave.)
- International House (360 S. 11th St.)
- Spartan Shops warehouse (1125 N. 7th St.)
- Spartan Shops apartments (355 E. Reed St.)
- Child Development Center (430 S. 8th St.)
- Recognized sorority and fraternity houses surrounding the campus.
- University President’s House

Because of their geographical remoteness from the San José State University campus, the following locations remain under the jurisdiction of the San José Police Department:

- SJSU College of Business MBA Program (180 Rose Orchard Way)
- University Foundation (210 N. 4th St.)
- Spartan Shops Houses (380, 382, 386, 390, & 394 N. 4th St.)

Because of its geographical remoteness from the San José State University campus, the Moss Landing Marine Laboratory (8272 Moss Landing Road) remains under the primary jurisdiction of the Monterey
County Sheriff’s Department, while the San José State University Police Department provides crime prevention services to the Marine Laboratory.

For more jurisdictional information, see Memorandum of Understanding between the City of San José and SJSU (page 5).

**Monitoring of Off-Campus Crime**

The San José State University Police Department provides primary law enforcement services to all off-campus fraternity and sorority houses recognized by the University. Therefore, the UPD handles all reports and crime statistics from those locations.

The SJSU requires all university “course(s) and program event(s)” participants to submit signed waivers to the SJSU Academic Department regarding any university recognized activity taking place off campus. The waivers also provide the UPD with contact information in the event of an emergency.

In the event of any reported criminal activity involving any recognized off-campus university events, the UPD will make every reasonable effort to obtain reports and information from the law enforcement jurisdiction responding to the reported crime. If no report was made, the UPD will make an informational report and contact the law enforcement agency in whose primary jurisdiction the event occurred.

Other than the above events recognized by the SJSU Academic Affairs Department, the UPD does not regularly monitor student activity off-campus.

Public properties immediately adjacent to campus are under the jurisdiction of the San José Police Department (except for Valley Transportation Authority properties, buses, and light rail trains, which are under the jurisdiction of the Santa Clara County Sheriff’s Office). The UPD works closely with both agencies to be informed regarding those incidents which may effect the university community and properties. Links have been provided on the UPD web site to the San José Police Department and Santa Clara County Sheriff’s Office, where additional crime statistics of those jurisdictions can be obtained.
Clery Notification Methods

The San José State University Police Department “Annual Safety Report” is the department’s Student Right to Know report. A copy is printed and distributed annually to all SJSU departments. Additional copies are available at the UPD or by calling the Police Records Unit at 408-924-2172. This publication can also be viewed on the UPD web site: www.sjsupd.com

Weekly crime blotters are published on the UPD web site to help the campus community to keep informed about current events, and crimes reported on campus.

The UPD also utilizes the Critical Reach Alert System to send public safety bulletins to all Departments on campus that are equipped with a facsimile machine as well as other individuals upon request. For more information, contact the administrative division commander at 408-924-2222.

Each August, the UPD emails all students and employees notifying them of the existence of, and how to obtain a copy of the UPD Annual Safety Report. A notification is also published in the campus newspaper (The Spartan Daily) at the beginning of each spring semester. References to this publication are also included in printed class schedules. The SJSU Human Resources office publishes this information on job announcements, periodically on check stubs and for new hire initial orientation.

UPD Notification of Criminal Activity

The San José State University Police Department communicates potentially hazardous situations (including criminal activity) to the campus community via: Campus Voice-mail; Campus E-mail; the Critical Reach Alert system; and Posted Flyers, as appropriate. Community Alert Bulletins and a weekly crime blotter are a regular part of the UPD web site (www.sjsupd.com) in an on-going effort to keep the campus community informed and aware. A daily media log is maintained in the UPD Communications Center available for review by the general public at any time, upon request.
ALERT SJSU - Mass Notification System

San José State University is committed to providing a safe atmosphere for the campus community, which includes students, faculty, staff and guests. Due to past incidents of violence and critical emergencies on other campuses across the country, San Jose State University has created a campus notification system known as ALERT SJSU. The system encompasses several means of notifying the SJSU community in case of an emergency.

ALERT SJSU is San Jose State University’s system for alerting students, staff and faculty in the event of a natural disaster or other emergency on campus. Emergency information and instructions will be sent via text message to your cell phone, via audio message to a cell phone or other telephone, and as an email notification. Please remember that it is important to sign up for all 3 notification options. Text messaging is limited by the number of characters and, depending upon your carrier, message delivery may be delayed between 30-60 minutes. The information you receive may caution you to avoid certain areas of the campus, let you know if classes are cancelled due to an emergency, or provide vital information on what actions you need to take if you are on campus during such a situation.

ALERT SJSU is an “opt in” program. To be contacted in an emergency, we strongly urge you to log into your MY SJSU and click on the ALERT SJSU page to enter your contact information.

For more information and answers to commonly asked questions, please log onto the San Jose State University web site (www.sjsu.edu) and click on ALERT SJSU.

Campus Grounds and Environmental Crime Prevention

San José State University is a public institution whose buildings are open during normal business hours to the general public. The University Police Department, Office of Facilities Development and Operations, Office of the President and Associated Students, Inc. work together to provide the safest possible environment at San José State University. Each Fall semester the University President, the
Associated Students President, the Chief of Police and others conduct a night Safety Walk to review conditions on the campus. These walks have led to increased signage, lighting, trimming of greenery, etc. Additionally, UPD personnel routinely check to assure that exterior lights are functioning, blue light and elevator phones are in good working order, exterior doors are locked when appropriate, and any observable safety issues are corrected.

Physical access to university housing facilities is limited at all times to residents, their guests, and authorized members of the university staff.

*If you have a concern regarding safety on the SJSU campus, we encourage you to call us at 408-924-2222 to report the concern.*

**University Hate Crimes Policy**

Hate crimes, as defined by the California Penal Code, is any act of physical intimidation or physical harassment, physical force or physical violence, or the threat of physical force or physical violence, that is directed against any person or group of persons because of the ethnicity, race, national origin, religion, sex, sexual orientation, disability, or political or religious beliefs of that person or group. Incidents of hate violence can be reported to the UPD or any of the campus officials with significant responsibility for student and campus activities.

The university does not condone hate violence and is charged with ensuring that the rights guaranteed by state law and the U.S. Constitution are protected for all people, regardless of their ethnicity, race, national origin, religion, sex, sexual orientation, disability, or political or religious beliefs.

**University Drug and Alcohol Use Policy**

Excessive use of alcohol and other drugs is a serious health problem in itself, but alcohol and drug abuse can also contribute to a host of other physical and mental problems such as unwanted pregnancy, violent behavior, HIV infection and other sexually transmitted diseases and psychological depression.
SJSU recognizes that the abuse of alcohol and other drugs is a threat to the health and welfare of the campus community and is not compatible with an educational environment. The following principles will serve as standards of conduct:

- The unlawful manufacture, possession, distribution or use of a controlled substance is prohibited on campus. Violations of this standard will result in dismissal and or civil and criminal penalties.
- No individual under the age of 21 and no intoxicated individual may use, purchase or possess alcoholic beverages on campus. Violations of this standard will result in dismissal and or civil and criminal penalties.
- No individual may possess an open alcoholic beverage container on the SJSU campus unless authorized by Presidential Order 01-01.

**University Workplace Violence Policy**

San José State University has a zero tolerance policy regarding threatening, intimidating or harassing behavior in the workplace.

If you feel concerned for your safety as a result of the behaviors of another employee or any member of the public, you should advise your manager and or the UPD. For an emergency, dial 9-1-1.

For more information about mitigating workplace violence, call the UPD Crime Prevention Unit at 408-924-2234. You may also wish to view the Mitigating Workplace Violence Video on the University Police Department web site at www.sjsupd.com.

**Sex Offender Registration**

Effective October 28, 2002, Penal Code § 290.01, registration of sexual offenders, was expanded to require sexual offenders to register with university police. Convicted sexual offenders are required to register with the UPD under Section 290 if:

- Residing on the university campus; or
- Enrolled as a student of the university; or
- Employed by the University, either full-time or part-time (includes paid employees or volunteers); or
• Working or carrying on a vocation at the university (e.g. contractors) for more than 14 days, or for an aggregate period exceeding 30 days in a calendar year (paid workers as well as volunteers).

Any persons listed above must register with the University Police within five working days of commencing enrollment or employment with the University. Registrants are also required to notify the UPD within five days of ceasing to be enrolled or employed, or ceasing to carry on a vocation at the university.

**Confidential Tip Line 408-924-2236**

If you have witnessed criminal activity or have information that you believe will assist the UPD in solving a crime or crimes that have occurred on campus, you can report that information to UPD by calling 408-924-2236, or 4-2236 on any campus telephone. You may remain anonymous. When calling, please be as detailed as possible regarding the crime, person(s) involved, date, time and location of the incident and any other information you believe is important.

**Confidential Crime Reporting**

The San José State University Police Department requests that all campus counselors encourage their clients, when appropriate, to report criminal violations on a voluntary, confidential basis for inclusion in the annual disclosure of crime statistics. This request is sent annually to all campus officials with significant responsibility for student and campus activities. Confidential reports of criminal activity can be reported to the UPD or any of the campus officials with significant responsibility for student and campus activities.

The UPD will accept reports of criminal activity in confidence, particularly crimes of sexual violence, allowing the victim, if they wish, to report through a third party and/or remain anonymous. Such reports are held separate from the UPD Records Section and are not included as crime statistics in this
report but are included in the “unverified offenses reported” section of the Uniform Campus Crime Report.

Confidential reports can also be made to the UPD via the web at www.sjsupd.com, or by calling the UPD Confidential Tip Line at 408-924-2236.

**Assistance in Reporting Crime**

The San José State University Police Department works closely with other law enforcement agencies in Santa Clara County and throughout the State of California and on occasion, Federal or other State law enforcement agencies.

Any member of the SJSU community may contact and seek assistance from any of the campus officials with significant responsibility for student and campus activities in the reporting of criminal activity on or off the SJSU campus. The UPD will investigate the incident or refer the victim to another agency for assistance, if appropriate. The UPD will continue to assist as needed for as long as appropriate. This assistance may include notification and or transportation, contacting family or friends, assistance in changing on-campus living arrangements, etc., as needed.

**Reporting Sexual Assault On or Off Campus**

The San José State University Police Department will investigate allegations of sexual assault and take appropriate disciplinary, criminal, or legal action for any crimes that occur within its jurisdiction.

If the crime occurred in an off-campus location, but the victim reports the assault to the UPD, the UPD officers will respond to the victim’s location, if the victim is on-campus or at a nearby location. The UPD will also contact the appropriate police or sheriff’s department to respond to the scene, attend to the victim’s injuries by rendering first aid and request emergency medical services to respond to the scene.
**Sexual Assault Prevention**

The UPD provides presentations on sexual assault prevention and education for men and women. In each case the presentation can be formatted to address the specific issues that the group desires. Presentations may cover topics such as:

- The Buddy System
- No one gets left behind
- Date Rape drugs
- No means No
- Rape Aggression Defense Training (R.A.D.)

The UPD stresses consequences of rape for both the victim and the suspect during presentations to mixed groups. The presentations include information, such as:

- Rape is a crime of violence. No matter how badly you want to have sex, it is rape without your partner’s consent.
- The importance of building a relationship based on equality. Communicate expectations clearly. Both men and women should work together and respect each other’s right to initiate and set limits.
- The importance of rejecting stereotypes that teach men to regard women as sex objects or that masculinity is based on dominance and aggression.
- Rejecting stereotypes that portray women as passive and powerless to control their lives.
- Reasons to use alcohol responsibly. Remember that if you use alcohol or drugs, you are still responsible for your actions.
- Recognize and learn to deal with peer pressure. Often sexual activity is encouraged or expected by peers in order to gain acceptance to the group. Consider the consequences before you make such a serious decision.
- If you have sex with a person who is incapacitated or unable to resist or consent (due to alcohol, drugs, or unconsciousness) you are committing a sexual assault.
- Alcohol is a common factor in acquaintance rapes. This is true not only of the victim but often the offender. It is important to give special consideration to this issue.
Alcohol intoxication is NOT an excuse for rape.

What to do if You Are Sexually Assaulted

• Get to a safe place.

• Call the UPD by dialing 9-1-1 on any campus telephone, or by calling from an on campus blue light telephone or kiosk, or by calling from an elevator telephone, or by dialing 408-924-2222 from a cellular telephone, or come to the UPD located at 377 S. 7th St. (in front of the 7th St. garage);

• Make every effort to preserve any physical evidence of the assault. This includes not showering, or disposing of any clothing, or other items that are present after or during the assault. UPD officers and specially trained members of the Santa Clara Valley Medical Center will assist in obtaining a medical examination by a qualified doctor.

The University Police Department will initiate a criminal investigation of the reported sexual assault and every effort will be made to criminally prosecute the perpetrator(s). Disciplinary actions will be imposed on individual students, student organizations, and or university faculty and staff, found responsible for, or contributing to a sexual assault.

Per Government Code §6254 and Penal Code §293, a victim of a sexual assault has the right to keep his or her name from being disclosed to anyone other than the prosecutor, parole officers of the Department of Corrections, hearing officers of the parole authority, or other persons or public agencies where authorized or required by law.

After a reported sexual assault incident occurs, the University will make crisis counseling available and will assist the victim in changing academic and on-campus living situations if so requested, and if such changes are reasonably available.

Rape Aggression Defense Training

The San José State University Police Department offers Rape Aggression Defense training to members of the SJSU community.

The Rape Aggression Defense System is a program of realistic, self-defense tactics and techniques. It is
a comprehensive course that begins with awareness, prevention, risk reduction and avoidance, while progressing on to the basics of hands-on defense training. R.A.D. is not a martial arts program. Courses are taught by UPD staff members that are certified R.A.D. instructors. The R.A.D. system of physical defense is currently being taught at many colleges and universities across the country. For more information on the web, visit:  

www.sjsupd.com/rad

**Violent Intruder on Campus Guidelines for Faculty, Staff, and Students**

A Violent Intruder on campus is an unfortunate reality that we must all consider. Pre-planning for this type of incident is your best chance for survival. Be sure to know your escape routes from every office or room you frequent and be prepared to change your mind set from being the victim to becoming the aggressor.

The University Police Department is providing you with the guidelines below in order to give you the advantage of preparation if you are ever faced with a Violent Intruder situation. These guidelines are not a guarantee, but you can greatly improve your chances by becoming familiar with them.

**Immediate Actions**

If someone on campus starts shooting or attacking victims in any manner apply survival strategies:

- Escape
- Seek physical protection...lockdown/cover/concealment
- Listen, watch for attacker.
- Again, always look for opportunity to escape.
- Attack the attacker as a last resort

Once you are out of immediate physical danger, call 911 and as calmly as possible report:

- Your name
- Location of the incident (be as specific as possible)
• Number of shooters (if known)
• Identification of shooter (if known)

If safely able, provide assistance to others.

Follow any directions given you by any authority on the scene, such as: police, medical, search and rescue personnel, senior building coordinators, or building emergency team members. Remember, the police do not know who the bad guy is. Do not rush up to the police or grab police personnel. Keep your hands up, open and visible.

**If Evacuation is Necessary**

If your safest action is to evacuate a building:

• Exit immediately by any means necessary (break windows).
• Consider if a fall from the window will kill you.
• Make an improvised rope out of clothing, belts or any other item that can be used to limit the distance you will fall.
• Hang by your hands from the window ledge.
• Attempt to fall into shrubs, mulch, or grass to decrease the potential injury.
• Run in zig-zag fashion and don’t stop running until you are a safe distance from danger area.
• Instruct anyone you see on the way out to exit the building immediately.
• Go to pre-planned rally point which is a safe distance from the danger.

**If Shelter in Place is Necessary**

If exiting from a building is not possible or is unsafe, shelter in place in the nearest room or office, and as it is safe to do so, secure the immediate area:

• Close the door. Use extreme caution if someone knocks or asks for help - *It might be a Violent Intruder pretending to need help.*
• Barricade the door with furniture, but keep your body clear of the doorway.
• Tie down door if possible using belts attached to door handle or door opener above head. You may also jam the door opener with other objects available in the room.
• Turn off the lights.
• Close the blinds.
• Stay silent.
• Turn off radios, computer monitors, and put cell phones on silent.
• Use whatever you can to take adequate cover such as concrete walls, thick desks, filing cabinets.
• Remember, bullets can go through plaster walls.
• If there is more than one of you, spread out, do not huddle together.
• If attacker enters your area and you have no other option for escape, fight back, distract attacker by throwing whatever objects you have available at the attacker’s face (books, staplers, chairs).
• Commit to attack as a group (swarm).
• Grab the shooter’s extremities (arms, legs, head) and take him/her to the ground using body weight to secure him/her.
• Fight dirty: Bite, kick, gouge eyes, etc. Do whatever it takes to survive!
• Continue to fight until the Intruder is no longer a threat.
• Always look for ways to escape.

If You Have Incapacitated the Violent Intruder
• Call 9-1-1 and advise law enforcement the Intruder(s) is down.
• Give your location and stay on the phone if possible.
• Secure the suspect with belts, body weight, etc.
• Move any weapons away from the Intruder.
• Raise your hands and drop to your knees if possible so you do not appear as a threat to responding law enforcement officers.
• Provide first aid to others in the room as needed.

After the Incident
• If necessary, seek medical attention.
• Assist police by offering any information you know about individuals involved in the shooting or about what you saw or experienced during the incident.
• Seek counseling if needed.
Evening Guide Escort Program

One of the most used programs offered by the University Police Department is the Evening Guide Escort Program. This program is available to all members of the University community and may be reached by calling 408-924-2222 or picking up a Blue-Light or elevator telephone. The escort program operates up to two blocks away from the main campus.

UPD Crime Prevention Programs

The San José State University Police Department offers a variety of crime prevention and safety services. Each program contains a core program that can be tailored to meet the needs of a particular audience.

Annual Safety Fair

The Annual Safety Fair provides the campus community and public service agencies an opportunity for effective and meaningful communication in a relaxed educational environment. The Safety Fair highlights safety on campus, on the road, and at home. Some of the safety issues addressed include Crime Prevention, Personal Protection, Traffic Safety Awareness, DUI and Drug Awareness, and Disaster Preparedness.

In the past, the fair has included representatives from the San José Police Department, San José Fire Department, the YWCA Rape Crisis Center, San José Prepared, the American Red Cross, Project Safe Place, the SJSU PEP Center, the SJSU Women’s Resource Center, the F.B.I., CERT, R.A.D., and local emergency preparedness groups.

The UPD Annual Safety Fair is held each year in October. The fair is free and open to the public.

Visit www.sjsupd.com/asf for additional information. University departments and service agencies who would like to participate can register on the web at: www.sjsupd.com/asf/join
California Law Enforcement Challenge

The San Jose State University Police Department has been recognized by the California Highway Patrol, and awarded First Place, two years in a row for traffic safety efforts.

Similar sizes and types of law enforcement agencies compete in the California Law Enforcement Challenge. Recognition and rewards are given to the best overall traffic safety programs in California. Areas of concentration include efforts to enforce laws and educate the public about occupant protection, impaired driving, and speeding.

The San José State University is consistently the leader in the number of DUI arrests when compared to the other university campuses in the CSU system.

Driving While Intoxicated Prevention

The UPD provides presentations to students on the hazards of driving while intoxicated. The program includes a special pair of goggles that when worn disorient the wearer – much as he or she would be while intoxicated. Under controlled conditions, a screened volunteer may drink alcohol and at various stages of intoxication take a Field Sobriety Test and breath test to demonstrate how little alcohol it really takes to impair a person’s ability to perform simple tasks. The UPD has also arranged for the “Mothers Against Drunk Driving” (MADD) car crash display to be displayed on the SJSU campus, when available, in an effort to raise awareness to the dangers of driving while intoxicated.

Crashed car on display during Annual Safety Fair to raise awareness.

For an excellent on-line video about the dangers of driving while intoxicated, visit www.every15minutes.com. For more information, including videos, booklets or presentations, call the UPD Crime Prevention Unit at 408-924-2234.
Incident & Crime Mapping Project

In an effort to increase the safety and security of the campus community through awareness and education, the University Police Department has partnered with Public Engines, Inc., to provide “real-time” crime mapping data and analysis tools. Incident and crime reports, logged in by police dispatchers, are sent to Public Engines, Inc. where it is displayed graphically and available to anyone via the internet. To view the map, see the UPD web site at: www.sjsupd.com/imap

New Student and Employee Orientation

The UPD crime prevention unit also offers safety presentations at New Student Orientations each semester. These presentations are designed to give new students an overview of the types of crime that can exist on campus, with tips and strategies to avoid being a victim of crime. The message is that many of the crimes on the campus are crimes of opportunity, and there are steps that students can take to protect themselves. Some of these tips are very basic. For example, locking the door to one’s room in the residence hall or using the escort service provided by the UPD when walking alone across campus at night to your car. The presentations stress reporting suspicious activity and crime to the police.

This presentations are also offered to other campus groups such as Housing Services and the Fraternities and Sororities. The presentations can be accompanied by a video, “Don’t be a Victim of Opportunity.” UPD tailors presentations to meet the needs of each group. Time is allocated for questions and answers so that specific areas of concern can be addressed.

The UPD Crime Prevention Unit also provides crime prevention presentations to the faculty and staff on the campus, as an orientation for new employees and as a refresher for current employees. The focus is on strategies to avoid being a victim of crime with an emphasis on
reporting. UPD also provides a more specific presentation addressing work place violence. UPD and the Bursar’s Office collaborated to produce a training video dealing with the potential of robbery in the Bursar’s Office. This video is shown in conjunction with training that cashiers receive as part of their orientation and ongoing training. This training video is applicable to many work areas aside from the Bursar’s Office and can be seen on the university police web site at: www.sjsupd.com

**Crisis Assessment And Intervention Team (CAIT)**

CAIT members work together to detect, track and intervene within the campus community in order to reduce, if not completely avoid, violence and tragedy on the SJSU campus. The team consists of: VP Student Affairs; University Police Chief; AAVP Faculty Affairs; AVP Student Affairs; AVP Student Affairs; AVP Human Resources; and the Director of Counseling Services.

CAIT emphasizes that Faculty and staff are key informers on campus and are often the first to notice issues that arise with students. CAIT strongly advises our community to not ignore uneasy feelings and to consider that this issue may be an opportunity to get help for a student. CAIT urges, *if you see something, say something!*

If you encounter behavior at SJSU that you believe to be unusual and it makes you feel uneasy, please report it by calling UPD at (408) 924-2222 or you may report it confidentially online at www.sjsupd.com. You may also contact any CAIT member or make a report to MySafe Campus at 1-800-716-9007 or www.mysafecampus.com.

**SJSU Prevention Education Program**

The University Prevention Education Program acts as a resource center for education, resource materials, information and referral assistance concerning alcohol and other drug abuse, date or acquaintance rape, and sexual assault prevention and they offer presentations on a variety of issues. The PEP center also maintain a comprehensive library of materials on the subjects of alcohol use and other drug abuse, date & acquaintance rape, and sexual assault prevention.
The PEP center is located in the SJSU Health building. For more information, call the Office of the Vice President for Student Affairs at 408-924-5900 or the Prevention Education Program at 408-924-5945.

**Crime Prevention Tips for Personal Safety**

- After dark avoid unlighted, vacant or deserted areas. If you are being followed or see suspicious activity, move to a lighted building or area and attract the attention of other people. Dial 9-1-1, pick up a blue light phone, or elevator phone to reach the UPD.

- Avoid walking alone after dark. Call the UPD Escort Service at (408) 924-2222, dial 4-2222 on any campus phone, use an elevator or blue light phone for escorts on the campus and adjacent areas - Up to two blocks off campus.

- Consider walking with a friend or in a group.

- Avoid jogging alone—day or night.

- Never hitch a ride from a stranger.

- Be aware of your surroundings and other people who may be around you.

- Consider carrying a noise-making device (such as a whistle) with you. If you are threatened – yell “FIRE” to summon help.

- Rather than entering an elevator car alone with a stranger, consider waiting for the next elevator. Stand away from the elevator door to avoid being pushed inside. If you are assaulted inside an elevator, hit the “ALARM BUTTON” and not the emergency stop button.

- Always have your keys in your hand and ready for use when you approach a locked door.

- Look around your vehicle and in the back seat before getting in.

- Drive on well-traveled streets, keep your doors locked. Make it a habit to lock your doors as soon as you get into your car.

- If your vehicle breaks down, stay inside and open your window only slightly. If someone stops to help, stay inside, speak to them through your window and ask them to call for help.

**Theft Prevention Tips for Residence Halls**

- Always keep your door locked and never prop-open a door that should be locked or closed.
• In group residences, ask strangers to wait in the common areas while their friends are summoned.

• Lock your room door and windows when you leave (even if only for a minute) and take your keys with you.

• Offer assistance to strangers on your floor. If they have legitimate business, they will appreciate your help. If they do not, alert the residence hall staff and/or the UPD.

• When moving in or out of your residence, keep your room locked. Also, do not leave your car unlocked when loading or unloading.

• Do not leave coats, books, or other valuable items in common areas. Keep them in your room.

• If you see or hear something suspicious, call the police immediately. Dial 9-1-1 or 408-924-2222, or pick up a blue light telephone.

• Take your valuables home during vacation.

• Never keep large sums of money, jewelry, or other valuables in your residence hall room.

• Get to know your neighbors and watch out for each other.

What To Do if You Are Assaulted

Although your personal safety is maximized when you take precautions, you may still someday be the victim of a crime. Your reaction can affect whether or not you are physically harmed. You should think now about how you might react under a variety of circumstances. Are you prepared to scream and yell? Will you be able to use force to resist?

• If you are faced with an armed criminal, the risk of injury may be minimized by cooperating with their demands. Avoid sudden movements and do what they demand.

• If you believe your life is in danger, use any defense you can think of (screaming, kicking, biting or running). Your objective should be to get away.

• If you have been the victim of a physical or sexual assault, call the police immediately. Dial 9-1-1 or use an on campus blue light telephone or call 408-924-2222.
Fire Safety in Your Home or Residence Hall

- Do not use hot plates and cooking appliances in residence hall rooms.
- Do not overload electrical outlets.
- Avoid using extension cords, when possible.
- Place candles in secure fire-proof holders and never leave a candle burning unattended (The burning of candles is prohibited in SJSU buildings).
- Never smoke in bed (Smoking is prohibited in SJSU buildings).
- Keep exits and hallways clear of obstructions.
- Leave the fire area as quickly and safely as possible.

If You Smell Smoke or See Fire

- Leave the fire area as quickly and safely as possible.
- Close doors behind you as you exit.
- Before opening any door, use the back of your hand to see if it is hot. If the door is hot, do not open it! Stuff towels or clothing beneath the door to block smoke from entering.
- If unable to open door or exit is blocked, open window and signal to emergency responders. Shout at regular intervals to alert emergency personnel of your location.
- Use the stairs to evacuate. Never use the elevator in the event of a fire.
- Ask persons with disabilities if they require assistance. Provide reasonable assistance if able to do so safely. Evacu-Trak chairs are available to assist in evacuating disabled persons.
- Notify emergency responders of the location of persons who are unable to evacuate due to disability, injury or other reasons.
- Close doors behind you as you exit.
- Do not reenter the building until notified by police or fire and university officials that it is safe to do so.
- When out of danger, activate the nearest fire alarm, use a blue light phone to call the University Police Department, call the University Police Department direct at 924-2222, dial 9-1-1 on a campus phone. Note: When dialing 9-1-1 on a cell phone, the call is routed to the San Jose City
Police Department. They will refer the call to the University Police. On Campus, when using a cell phone, the quickest way to secure help is to dial the University Police Department direct, 924-2222.

**Earthquake Safety**

Earthquakes strike without warning and the major shock is usually followed by numerous “after shocks,” which may last for weeks or months. An earthquake’s effect on buildings will vary from building to building. Fire alarm or sprinkler systems may be activated by the shaking. Elevators and stairways may be damaged.

The major threat of injury during an earthquake is from falling objects and debris, and many injuries are sustained while entering or leaving buildings. Therefore, during the earthquake it is important to remain inside the building. When an earthquake occurs, drop to the floor, cover your head with your arms, if possible take cover under a sturdy desk or table or in an inside corner, face away from glass, avoid bookcases, shelves and other falling hazards. Hold on until the shaking stops. If you use a wheelchair or have other mobility impairments and cannot duck, cover and hold, protect your head and neck with your arms if possible, close your eyes and bend over to protect yourself if you are able. Books jackets and pillows can be used to provide extra head protection. After the shaking stops, assess conditions. If there is a fire, gas leak or other life safety issue, evacuate the building. Check for hazards before exiting the building. Additional information on earthquake safety, family emergency plans and emergency kits is available at www.ready.gov and www.oes.ca.gov/earthquake program.

**Safety Procedures**

- Give DROP AND COVER command.
- Drop to knees, clasp both hands behind neck, bury face in arms, make body as small as possible, close eyes, and cover ears with forearms.
- After shaking stops, check for injuries, and render first aid if able.
- If ordered by Emergency Responders, or a Building Coordinator or there is a fire, gas leak or other life threatening condition evacuate.
- DO NOT return to building unless authorized by Police, Fire and Administration Officials.
• DO NOT light any fires.
• Keep a safe distance from any downed power lines.
• Report any missing students or persons unable to evacuate to the Building Coordinator and Emergency Responders.
• Stay alert for aftershocks.
• Building Coordinator will issue further instructions.

**DROP and COVER PROCEDURES**

**Inside Buildings**

• Get under a sturdy desk or table, or in an interior corner, face away from glass. If notebooks, jackets or pillows are handy, hold over your head for added protection.
• Stay away from windows, bookcases, heavy objects and other falling hazards.
• Drop to knees, clasp both hands behind neck, bury face in arms, make body as small as possible, close eyes, and cover ears with forearms.
• Maintain position until shaking stops.
• Be alert and expect aftershocks.

**Outside Buildings**

• Assume DROP AND COVER position in an open space away from wires, buildings and anything else that could fall and hurt you.
• Maintain position until shaking stops.
• Do NOT enter building until it is determined to be safe and authorized by police/fire and University Officials.
• Be alert and expect aftershocks.

**In a Car**

• Pull to the side of the road, stop, and set the parking brake.
• Avoid bridges and overhead hazards.
• Stay inside the vehicle until the shaking stops.
Alcohol and Drug Abuse Prevention Committee

The San José State University Alcohol and Drug Abuse Prevention Committee is a campus multi-departmental and community collaboration that strives to prevent alcohol and drug abuse among SJSU students in order to support their academic and career success. The committee includes representatives from SJSU Police Department, Student Health Center, Counseling Services, University Housing Services, Spartan Shops, Student Conduct & Ethical Development, Fraternal and Sorority Life, to name a few, as well as students. The committee provides direction to campus services, policy writing, and strives to provide coordinated services to prevent alcohol abuse among students.

Each representative is part of a campus department that provides alcohol prevention services to the campus community. In addition, the committee itself operates several programs, initiatives, and activities. The UPD is instrumental in facilitating several of these events which includes education for new students about campus alcohol policies, revision of campus alcohol policies, support for members to attend alcohol related conferences, and collaboration among departments.
**Campus Maps**

The Uniform Campus Crime Report Statistics are based on crime reported within the boundaries of the Main Campus, the South Campus, and locations identified under Areas of Operation (page 7).
Approximately one mile south of Main Campus

The San José State University Police Department “Annual Safety Report” is the Department’s “student right to know” report. In addition to being posted here on the police web site, a hard copy is printed and distributed annually to all SJSU departments for public display. Additional copies are available at the UPD or by calling the Police Records Unit at 408-924-2172.

CRIMINAL OFFENSES REPORTED TO THE UNIVERSITY POLICE

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These statistics and statistics of criminal activity for other California State Universities can be found on the Department of Education website: [http://ope.ed.gov/security/](http://ope.ed.gov/security/)
### Unverified Criminal Offenses Reported to University Officials

#### Unverified Criminal Offenses | On Campus
(Including SJSU Residential Facilities)

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#### Unverified Criminal Offenses | SJSU Residential Facilities
(Residential Facilities are a subset of On-Campus)

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### Unverified Criminal Offenses Reported to University Officials

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### Specific Arrests

#### Specific Arrests | On Campus
(Including SJSU Residential Facilities)

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(Residential Facilities are subset of On Campus)

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**Judicial Referral**

The following statistics include crimes reported to the UPD that were referred to the Office of Student Conduct & Ethical Development, in addition to any other routing.

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</tr>
<tr>
<td>Liquor Law Violations</td>
<td>0</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Judicial Referrals</th>
<th>Non Campus</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td>2006</td>
</tr>
<tr>
<td>Weapons Violations</td>
<td>0</td>
</tr>
<tr>
<td>Drug Violations</td>
<td>0</td>
</tr>
<tr>
<td>Liquor Law Violations</td>
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</tbody>
</table>

**Hate Crimes**

Crimes reported to the University Police that were characterized as hate crimes as defined by the California Penal Code.

<table>
<thead>
<tr>
<th>Hate Crimes</th>
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<tbody>
<tr>
<td>2006</td>
<td>None Reported</td>
</tr>
<tr>
<td>2007</td>
<td>None Reported</td>
</tr>
<tr>
<td>2008</td>
<td>None Reported</td>
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</tbody>
</table>
## Moss Landing Marine Laboratories

### Criminal Offenses: Reported via MCSO for Moss Landing

<table>
<thead>
<tr>
<th>Year</th>
<th>Offenses Reported</th>
</tr>
</thead>
<tbody>
<tr>
<td>2006</td>
<td>No offenses were reported.</td>
</tr>
<tr>
<td>2007</td>
<td>No offenses were reported.</td>
</tr>
<tr>
<td>2008</td>
<td>No offenses were reported.</td>
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</table>

### Unverified Offenses: Moss Landing Marine Laboratories

<table>
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<tr>
<th>Year</th>
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<tbody>
<tr>
<td>2006</td>
<td>No offenses were reported.</td>
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<tr>
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<tr>
<td>2008</td>
<td>No offenses were reported.</td>
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</table>
Victim & Witness Assistance

EMERGENCY ................................................................. DIAL 9-1-1

Domestic Violence (24 Hour Lines)
Support Network for Battered Women ..................... 1-800-572-2782
Next Door, Solutions to Domestic Violence .................. 408-279-2962
Community Solutions (South County) ......................... 408-683-4118
Asian Women’s Home .................................................. 408-975-2739

Sexual Assault (24 Hour Lines)
YWCA Rape Crisis Center (North County) .................. 650-493-7273
YWCA Rape Crisis (Central) ....................................... 408-287-3000
YWCA South County Rape Crisis ............................... 408-779-2115

Victim/Witness Assistance
Victim Witness Center ............................................... 408-295-2656
Advocate in the Office of the DA ................................. 408-792-2546

County of Santa Clara, Office of the District Attorney
Main Office (San Jose) ................................................ 408-299-7400
North County (Palo Alto) ......................................... 650-324-6400
South County Office (San Martin) ............................ 408-686-3600
Office of Pretrial Services ......................................... 408-792-2460
Adult Probation ......................................................... 408-435-2100
Jail-Booking ............................................................ 408-299-2306
Superior Court Family Division ................................. 408-534-5600
Victim Notification System (VINE) ............................. 1-800-464-3568

State of California
The California Victims of Crime Program was created to help victims and their families with the many costs of crime. It is funded entirely with fines and penalties from offenders, not by California’s tax dollars. The Victims of Crime Program may help ease the financial burdens many victims face.

California Victims of Crime Program .......................... 1-800-777-9229