WESTFIELD STATE UNIVERSITY

Annual Security & Fire Report for 2024

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Welcome

At Westfield State University, we strive to create a safe environment for our students, faculty, staff and visitors. Westfield State University's 256 acre campus lies just west of Springfield in the Pioneer Valley of Massachusetts ideally located for outdoor adventures in the Berkshires, as well as access to the city centers of Hartford and Boston. Our engaging campus culture offers plenty of opportunities to build connections beyond the classroom. And our state-of-the-art campus facilities offer cutting-edge technology to ensure you have access to the latest resources in your area of study.

This report is in compliance with the Jeanne Clery Campus Safety Act and includes safety policies and procedures and statistics for three previous years concerning certain crimes that occurred on campus, in certain off-campus buildings or property owned or controlled by Westfield State University and on property within or immediately adjacent to and accessible from the campus.

Each semester, notification is made via email to all enrolled students, faculty and staff. This notification provides information on how to access the Annual Report on-line. Prospective students or employees may also receive a copy of this report by contacting the Admissions Office or Human Resources. A printed copy may also be obtained by contacting the Westfield State University Police at 413-572-5262 or stopping at the Westfield State University Police Department located on Western Avenue.

The main address for Westfield State University is 577 Western Avenue, Westfield, Massachusetts

Whether you're a new or long-time member of the University community, I encourage you to review this material because we all need to work together for a safe campus.

Sincerely,

Tony Casciano
Chief of Police

Campus Law Enforcement Authority and Jurisdiction

Westfield State University regards the safety of the University community and the prevention of campus crime as a priority. Although colleges and universities are often regarded as sheltered, nonetheless they can be vulnerable to the same problems which trouble society in general. Therefore, it should be the responsibility of each member of the campus community to become aware of the potential for crime on campus and take steps to enhance his or her own security and that of others.

All University Police Officers are empowered by the Commonwealth of Massachusetts General Laws, and are certified under the police officer standards and training commission (POST) and possess the power and authority to apprehend and arrest anyone involved in illegal acts in or on lands or structures owned, leased or occupied by Westfield State University.

All newly appointed University Police Officers must attend a Massachusetts Police Training Committee (MPTC) Authorized academy. Training at the academy consists of several months of full-time, in-depth training in all aspects of police operations. The academy is followed by 9 weeks of field training under the close supervision of a WSU Police Field Training Officer. Annual in-service training is provided to all officers and officers are also assigned to attend training in a wide variety of specialized related topics at municipal police training academies located throughout the Commonwealth.

University Police Officers patrol the campus by vehicle, bicycle and foot. University Police maintain a strong working relationship with the Massachusetts State Police, City of Westfield Police and Federal law enforcement agencies, on an ongoing basis. There is a memorandum in place for the University Police to utilize the City of Westfield Police holding facility for individuals under arrest.

How to Report a Crime or Emergency

Members of Westfield State University Community are encouraged to immediately report crimes, suspicious activities or other emergencies to the University Police in a timely manner.

All emergency situations involving a crime in progress, medical emergency or fire, should be reported by dialing 911 from any on-campus phone. The call will go directly to the City of Westfield Dispatch Center and will be monitored by WSU Police Dispatch. One can also dial 5262 from any on-campus phone to reach WSU Police Dispatch directly. From outside the University phone system, dial (413) 572-5262.

When using a cell-phone, please remember that 911 call will be answered by the 911 dispatch center for the city or town where you are making the call from.

Dispatchers are available 24 hours a day, 7 days a week, to answer your call. WSU Police Officers respond to your request for service and are the investigating authority for all crimes on campus. In addition to investigation reports of crime, the WSU Police will, when deemed necessary, refer reports to the appropriate office (Title IX office, Student Conduct) or jurisdiction for review or judicial action.

As an on-going effort to increase safety on campus there are a number of emergency phones located throughout campus. These phones can also be used to report crimes and other emergencies by pushing the "Emergency/Help" button. The call will go directly to WSU Police Dispatch. When calling for either emergency or non-emergency service be prepared to:

- Clearly identify yourself;
- State your location;
- State briefly the nature of your call.

If possible, stay on the line unless otherwise advised by the dispatcher. The dispatcher will summon the appropriate police, fire and/or medical service.

IMPORTANT NUMBERS

CONTACT	NUMBER
EMERGENCY:	911
University Police	(413) 572-5262
Westfield Police Non-Emergency	(413) 562-5411
Baystate Nobel Hospital	(413) 568-2811

To report a crime that occurs at an off-campus location, contact the appropriate local police department. In case of an emergency, it is always best to dial 911.

Other on-campus resources available to provide assistance to the victim or witness of a crime include:

CONTACT	NUMBER
Dean of Students	(413) 572-5425
Residential Life	(413) 572-5402
Title IX Coordinator	(413) 572-8458
Human Resources	(413) 572-8670
Student Conduct	(413) 572-5403

Contacting University Police

The University Police complex is located on Western Avenue between the Commuter Lot and main entrance to the University. The Dispatch Center is staffed and opened 24 hours a day, 7 days a week. Contact can be made by calling: (413) 572-5262.



Limited Voluntary Confidential Reporting

It is the policy of Westfield State University that all crimes should be reported to the WSU Police. Anyone who is a victim or witness to a crime on campus is encouraged to promptly report the incident to the University Police. Police reports are public records under State law, and, therefore, the University Police cannot hold all reports of crime in confidence. All reports of crime will be investigated by the University Police. When appropriate, violations of law will be referred to Student Conduct and Dean of Students, as well as the Title IX Coordinator.

When a potentially dangerous threat to the University community arises, alerts will be issued to notify individuals of the threat in a timely manner. These alerts will also inform the community of any recommended action to be taken.

Due to the sensitivity of certain crimes, survivors of sexual assault, domestic violence, dating violence and stalking may choose to disclose crimes to an advocate, WSU Counseling Center, or other victim's assistance program. Survivors and victims who report crimes to these individuals may choose not to have the police conduct an investigation, especially if solely seeking support services.

Campus Security Authorities and Counselors

The Jeanne Clery Campus Safety Act designates certain members of the university community as Campus Security Authorities. This group includes but is not limited to a Dean of Students, a director of athletics, team coach, or a faculty advisor to a student group. The following are probably not campus security authorities: a single teaching faculty member (other than an advisor to a student group); or a physician in a campus health center or a Professional Counselor employed by the university whose only responsibility is to provide care to students; or Pastoral Counselor

According to Federal law, the WSU Police department is required to report statistics concerning the occurrence of certain criminal offenses reported to the WSU Police or any Campus Security Authority.

Crime Definitions Used for this Reporting Program

Murder/Non-negligent Manslaughter: The willful (non-negligent) killing of one human being by another. NOTE: Deaths cause by negligence, attempts to kill, assaults to kill, suicides, accidental deaths, and justifiable homicides are excluded.

Negligent Manslaughter: The killing of another person through gross negligence.

Sex Offenses-Forcible: Any sexual act directed against another person without the consent of the victim, including instances where the victim is incapable of giving consent.

1. Forcible Rape – The penetration, no matter how slight, of the vagina or anus with any body part or object, or oral penetration by a sex organ of another person without the consent of the victim.
2. Forcible Sodomy – Oral and anal sexual intercourse with another person without the consent of the victim, including instances where the victim is incapable of giving consent because of his/her age or because of his/her temporary or permanent mental of physical incapacity.
3. Sexual Assault With an Object – The use of an object or instrument to unlawfully penetrate, however slightly, the genital or anal opening of the body of another person without the consent of the victim, including instances where the victim is incapable of giving consent because of his/her age or because of his/her temporary or permanent mental or physical incapacity.
4. Forcible Fondling – The touching of the private body parts of another person for the purpose of sexual gratification, without the consent of the victim including instances where the victim is incapable of giving consent because of his/her age or because of his/her temporary or permanent mental of physical incapacity.

Sex Offenses-Non-Forcible: Unlawful, non-forcible sexual intercourse.

1. Incest – non-forcible sexual intercourse between persons who are related to each other within the degrees wherein marriage is prohibited by law.
2. Statutory Rape – Non forcible sexual intercourse with a person who is under the statutory age of consent.

Robbery: The taking or attempting to take anything of value from the care, custody or control of a person or persons by force or threat of force or violence and/or by putting the victim in fear.

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

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

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

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

Domestic Violence: A crime of violence committed by a current or former spouse or intimate partner of the victim; by a person with whom the victim shares a child in common; by a person who is cohabitating with or has cohabitated with the victim as a spouse or intimate partner.

Dating Violence: Violence committed by a person who is or had been in a social relationship or a romantic or intimate nature with the victim. The existence of such a relationship shall be determined by the victim. Does not include acts covered under domestic violence.

Stalking: Engaging in a course of conduct (two or more acts) directed at a specific person (by any action) that would cause a reasonable person to fear for his or her safety or the safety of others or suffer substantial emotional distress.

Hate: The crimes noted above and also Larceny/Theft, Simple Assault, Intimidation and damage or vandalism of property or other crimes involving bodily injury in which the victim is intentionally selected because of the actual or perceived race, gender, religion, sexual orientation, ethnicity or disability of the victim shall be reported according to the category of prejudice.

Campus Security Authorities are required by Federal law to report the above listed crimes that they have direct knowledge of or have been informed about. The information is for statistical purposes.

The term “Campus Security Authority” is defined as:

- A campus police department or campus security department.
- Any individual or individuals who has responsibility for campus security but do not constitute a campus police department or campus security department. Example - any individual that is responsible for monitoring the entrance into the property or buildings of the institutions.

- Any individual or organization specified in an institution statement of campus security policy as an individual or organization to which students and employees should report criminal offenses.
- An official of the institution who has significant responsibility for student and campus activities. An official is any person who has the authority and duty to take action or respond to particular issues on behalf of the institution.

Additional Campus Security Authorities

- President
- University Police Officers
- All Institutional Security Officers
- Student Safety Assistants
- Executive Directors
- Directors
- Associate Directors
- Assistant Directors
- Deans
- Associate Deans
- Assistant Deans
- Vice Presidents
- Associate Vice Presidents
- Assistant Vice Presidents
- All Residential Life Staff
- Student/Group/Club Advisors
- Athletic Coaches, Assistant Coaches, Grad Assistant Coaches
- All Student Affairs Staff
- Student Conduct Officials
- Human Resources
- Campus Activities Coordinator
- Study Abroad Coordinators or On-Site Trip Coordinators
- Coordinator of Veteran Services
- Coordinator of ROTC

ANTI-HAZING POLICY

PURPOSE:

The purpose of the Anti-Hazing Policy is to protect the health, safety, and well-being of Westfield State University students by prohibiting activities that could endanger them physically or mentally. The Anti-Hazing Policy aims to ensure a positive and inclusive campus environment where students can participate in activities and organizations without compromising their safety. Additionally, the Anti-Hazing Policy aims to comply with all applicable federal and Massachusetts laws and promote responsible behavior within the student body.

DEFINITION:

Hazing is defined as any intentional, knowing, willfully, or reckless act, whether on public or private property, which endangers the physical or mental health of a student committed by a person (whether individually or in concert with other persons) against another person or persons regardless of the willingness of such other person or persons to participate, that –

- is committed in the course of an initiation into, an affiliation with, or the maintenance of membership in, a student organization[1]; and
- causes or creates a risk, above the reasonable risk encountered in the course of participation in the institution of higher education or the organization (such as the physical preparation necessary for participation in an athletic team), of physical or psychological injury.

Such Hazing conduct shall include whipping, beating, branding, forced calisthenics, exposure to the weather, forced consumption of any food, liquor, beverage, drug or other substance, or any other brutal treatment or forced physical activity which is likely to adversely affect the physical health or safety of any such student or other person, or which subjects such student or other person to extreme mental stress, including extended deprivation of sleep or rest or extended isolation. M.G.L. c. 269 §17; 20 U.S.C.1092 (f)(6)(A)

PROCEDURES:

Distribution of Policy

As required by law, Westfield State University must issue a copy of the Hazing Law (Massachusetts General Laws, Chapter 269, sections 17, 18 and 19) to all organizations and their members at the University (such as a club, society, association, varsity or junior varsity athletic team, fraternity, sorority, band or student government) in which two or more of the members are students enrolled

[1] Student Organization is defined as an organization at an institution of higher education in which two or more of the members are students enrolled at the institution of higher education, whether or not, the organization is established or recognized by the institution.

at Westfield State University, whether or not the organization is established or recognized by the institution.

All students receive a copy of this policy electronically from the Dean of Students Office (or designee) within the first two weeks of the academic semester.

All student organizations and sports clubs at the beginning of the academic year are required to acknowledge and electronically sign a statement indicating that they have received a copy of the Hazing Law. Student organizations and club sports will be prompted to review and sign the combined agreements when they log into their organization's *Involve* platform.

Additionally, all student-athletes receive and review the policy with a staff member from Athletics at the start of the year/their season, and each student-athlete is required to sign a statement to confirm that they agree to abide by this policy.

REPORTING

All reports of hazing must be reported to University Police as soon as reasonably practical. "Whoever knows that another person is the victim of hazing as defined in section seventeen and is at the scene of such crime shall, to the extent that such person can do so without danger or peril to themselves or others, report such crime to an appropriate law enforcement official as soon as reasonably practicable." M.G.L. c. 269 §18.

Students, Faculty, Staff, and Librarians may also report instances of Hazing on the University's website at https://www.westfield.ma.edu/submitareport.

In order to encourage reporting of Hazing, amnesty from student conduct allegations shall be granted student disclosures made in connection with a good-faith report of hazing parties, witnesses, or respondents, or retaliation for hazing. This provision does not apply to more serious allegations, such as physical abuse of another, or illicit drug or alcohol distribution that contributed to the commission of a student conduct or Hazing Policy violation.

INVESTIGATION AND FINDINGS

The Dean of Students Office will conduct all relevant Hazing investigations in conjunction with University Police and other appropriate personnel. Reports of Hazing will be processed through the Westfield State University Student Code of Conduct ("Code of Conduct") regulations and procedures.

Retaliation and Interference: Any Student found to have retaliated against another Student as a result of that Student's reporting of, or participation in an investigation of Hazing will be held accountable under the Code of Conduct. Interference in an investigation under this policy by Students or Student Organizations is also subject to sanctions under the Code of Conduct.

Disciplinary Sanctions: Student Organizations found to be in violation of this Anti-Hazing Policy may face sanctions ranging from a warning to a loss of status as a recognized Student Organization. Individuals found to be in violation of this policy may face sanctions ranging from a warning to dismissal from the University.

Campus Hazing Transparency Report: As required by the Clery Act and Stop Campus Hazing Act, , Westfield State University will publicly report, in summary form, findings concerning any recognized Student Organization found to be in violation of the Code of Conduct related to Hazing. Reports of Hazing policies and statistics of Hazing violations shall also be published in the Annual Security and Fire Safety Report (ASHA).

HAZING LAW (Massachusetts General Laws, Chapter 269)

Section 17

Whoever is a principal organizer or participant in the crime of hazing, as defined herein, shall be punished by a fine of not more than three thousand dollars or by imprisonment in a house of correction for not more than one year, or both such fine and imprisonment.

The term "hazing" as used in this section and in sections eighteen and nineteen, shall mean any conduct or method of initiation into any student organization, whether on public or private property, which willfully or recklessly endangers the physical or mental health of any student or other person. Such conduct shall include whipping, beating, branding, forced calisthenics, exposure to the weather, forced consumption of any food, liquor, beverage, drug or other substance, or any other brutal treatment or forced physical activity which is likely to adversely affect the physical health or safety of any such student or other person, or which subjects such student or other person to extreme mental stress, including extended deprivation of sleep or rest or extended isolation.

Notwithstanding any other provisions of this section to the contrary, consent shall not be available as a defense to any prosecution under this action.

Section 18

Whoever knows that another person is the victim of hazing as defined in section seventeen and is at the scene of such crime shall, to the extent that such person can do so without danger or peril to themselves or others, report such crime to an appropriate law enforcement official as soon as reasonably practicable. Whoever fails to report such crime shall be punished by a fine of not more than one thousand dollars.

Section 19

Each institution of secondary education and each public and private institution of post-secondary education shall issue to every student group, student team or student organization which is part of such institution or is recognized by the institution or permitted by the institution to use its name or facilities or is known by the institution to exist as an unaffiliated student group, student team or student organization, a copy of this section and sections seventeen and eighteen; provided, however, that an institution's compliance with this section's requirements that an institution issue copies of this section and sections seventeen and eighteen to unaffiliated student groups, teams or organizations shall not constitute evidence of the institution's recognition or endorsement of said unaffiliated student groups, teams or organizations.

Each group, team or organization shall distribute a copy of this section and sections seventeen and eighteen to each of its members, plebes, pledges or applicants for membership. It shall be the duty

of each such group, team or organization, acting through its designated officer, to deliver annually, to the institution an attested acknowledgment stating that such group, team or organization has received a copy of this section and said sections seventeen and eighteen, that each of its members, pledges, or applicants has received a copy of section seventeen and eighteen, and that such group, team or organization understands and agrees to comply with the provisions of this section and sections seventeen and eighteen.

Each institution of secondary education and each public or private institution of post-secondary education shall, at least annually, before or at the start of enrollment, deliver to each person who enrolls as a full-time student in such institution a copy of this section and sections seventeen and eighteen.

Each institution of secondary education and each public or private institution of post-secondary education shall file, at least annually, a report with the Board of Higher Education and in the case of secondary institutions, the Board of Education, certifying that such institution has complied with its responsibility to inform student groups, teams or organizations and to notify each full time student enrolled by it of the provisions of this section and sections seventeen and eighteen and also certifying that said institution has adopted a disciplinary policy with regard to the organizers and participants of hazing, and that such policy has been set forth with appropriate emphasis in the student handbook or similar means of communicating the institution's policies to its students. The Board of Higher Education and, in the case of secondary institutions, the Board of Education shall promulgate regulations governing the content and frequency of such reports and shall forthwith report to the attorney general any such institution which fails to make such report.

Timely Warnings

The WSU Police department is responsible for issuing alerts in compliance with the timely warning requirement of the Jeanne Clery Campus Safety Act. In the event of a reported crime or incident which may pose a serious or on-going threat to the WSU community, these warnings are usually written and distributed by the Chief or their designee to keep the campus community informed about safety and security matters. If time permits, University Police personnel may consult with other senior University officials for approval of the alert. Warnings will be distributed through the University email system.
WSU Police employees are authorized to send/post timely warnings at the request of the Chief and police command staff.

Timely Warnings may include the following information, unless the information compromises law enforcement efforts.

Date and Time of Incident
A brief description of the incident
Description(s) of people involved
Crime Prevention and Safety Tips
Police contact information
Other information as needed

Emergency Notification

Westfield State University will provide immediate notification to the campus community upon confirmation of an incident or emergency that poses an immediate threat to the health and safety of the WSU community unless issuing an immediate notification would compromise efforts to assist a victim or to contain, respond to, or otherwise mitigate the emergency.

WSU has various systems in place such as the RAVE Mobile Safety System and emergency siren/public address system.

The RAVE system sends a WSU ALERT voice message to all phones, an email to all WSU email addresses, and a text/voice message to cell phones. The University strongly encourages student, faculty and staff to sign up for "RAVE" by going to the University main webpage and clicking "Sign up for Emergency Notifications" at the bottom of the page.

The emergency siren/public address system provides external notification to the campus via the sounding of the sirens followed by voice instructions. The system shall be upgraded as renovations occur to include connections to internal fire systems in each building.

WSU Police employees are authorized to send messages through the above systems at the request of the Chief and/or police command staff or the Director of Emergency Preparedness and Response.



Emergency Response and Evacuation

The purpose of evacuation drills is to prepare building occupants for an organized evacuation in case of an emergency. Evacuation drills are used as a way to educate and train occupants on issues specific to their buildings. During the drill, occupants practice drill procedures and familiarize themselves with locations of exits and the sound of the fire alarm and mass notification tone. In addition to educating the occupants of each building about the evacuation procedures during drills, the process also provides the University with the opportunity to test the operation of fire alarm system components.

An evacuation drill is held each semester for all residence halls on campus. Students learn the locations of emergency exiting each residence for a building evacuation. Residents are not advised in advance about the designated locations for long-term evacuations because those decisions are affected by time of day, location of building being evacuated, the availability of various designated emergency gathering locations on campus and other factors such as the location and nature of the threat.

The Director of Emergency Preparedness and Response and the University Police department conduct announced and unannounced drills and exercises each year to test the emergency response and evacuation procedures/plans. These drills also give the team the opportunity to assess and evaluate the emergency evacuation plans and capabilities.

Members of the University Police perform active threat drills and exercises. Officers also provide active threat presentations to faculty, staff and students.

The Emergency Response Team conducts tabletop and real time exercises to test emergency preparedness and invite local agencies to participate in these exercises.

Information concerning emergency preparedness and response can be found at: Emergency Information on Preparedness and Response | Westfield State University

Evacuating the Disabled

Advance planning is important. If you may need assistance evacuating in an emergency you should pre-plan and contact the Banacos Center at (413) 572-5789 or banacos@westfield.ma.edu. The Banacos Center works with the University Police department regarding the living arrangements and class schedules of disabled students. Physically disabled employees should contact Human Resources directly for assistance in pre-planning.

- Evaluate your need to identify yourself as someone who requires assistance during an evacuation. Some people who may need assistance have no visible disability.
- Master the skill of giving quick information on how best to assist you. Be clear and concise. If you have difficulty speaking, consider using a carry-with-you preprinted message.
- Establish a personal network consisting of people who are regularly in the same area as you. Do not depend on any one person as they may not always be available. Assess your own abilities and communicate your capabilities and limitations to those in your network.
- Determine all your evacuation options and prioritize them.

Procedures

- Attempt a rescue evacuation only when a physically disabled person is in immediate danger and cannot wait for professional assistance.
- If the building has an Area of Refuge, assist the disable person to that area. If possible, at least one person should wait with the disabled person. For buildings without an Area of Refuge, the disabled person should be moved to the nearest stairwell or room with the door shut which is well clear of any hazardous area.
- Ask others leaving the buildings to notify emergency responders that a physically disabled person needs assistance in evacuating. Give the specific location.
- If waiting for rescue is not an option, two physically capable occupants of the building should be invited to volunteer to assist the disabled in evacuating. Ask how the disabled person can best be assisted or moved, and whether they require any special considerations or items that need to come with the person.
- Keep in mind that you may need to clear debris in order to safely evacuate.
- Do not use elevators unless told to do so by emergency responders.

Active Threat Guidelines

The campus community is encouraged to review these guidelines in the event of an emergency. An active threat refers to any incident which creates an immediate threat or presents an imminent danger to the campus community such as a shooter or a hostage situation. Taking the time now to review these guidelines increases your ability to respond in the event of an emergency.

If you can evacuate the building…

1. Try to stay calm and determine the location of the threat.
2. Call 911 as soon as possible, although escaping is your priority.
3. If a safe exit does exist, take it as quickly as possible.
4. Continue running until you are well cleared from the location of the threat. Find a safe location and call 911 to tell the police of your location.

If the only exit is through a window, consider the consequences of the fall:

- How high are you from the ground?
- Can you land in shrubs or grass to decrease the potential for serious injury?
- Can you make an improvised rope out of clothing, belts or other items?

If you cannot evacuate the building…

1. Try to stay calm and determine the location of the threat.
2. Take shelter in the nearest office, classroom, closet or other area which can be secured. Barricade the door using desks, bookshelves or other heavy objects. If the door opens outward, attach one end of a belt to the door handle and the other end to a heavy object.
3. If the door has a window, cover it.
4. Look for other possible escape routes such as windows or other doors.
5. Call 911 and tell them what is happening. Speak quietly and then set your cell-phone to vibrate or silent.
6. Stay low to the ground and remain as quiet as possible.
7. Once in a secure location do not open the door for anyone. Do not approach Police Officers as they attempt to locate and neutralize the threat. The Police Officers will return to assist you once the threat has been neutralized.
8. When law enforcement arrive, obey all commands. You may be asked to keep your hands in the air, you may even be hand-cuffed until police assess the situation. These steps are taken for safety reasons.

If an active threat is in your presence…

If you are in a crowded room and the threat is shooting, “play dead,” or quietly crawl to safety. If you are with a group, as an action of last resort, you might choose to take the offensive.

1. If the shooter is entering the room, position yourself in location that allows for an element of surprise.
2. Throw anything available at the threat. Aim for the face to distract him/her.
3. Attack as a group, swarming around the threat.

4. Grab the threat's arms, legs or head and take him/her to the ground. Use body weight to secure him/her.
5. Fight "dirty" – kick, bite, gouge eyes
6. Have somebody in the group call 911
7. When law enforcement arrive, obey all commands. You may be asked to keep your hands in the air, you may even be hand-cuffed until police assess the situation. These steps are taken for safety reasons.

If you have incapacitated the threat…

1. Make sure the suspect is secured (body weight, belts, etc.)
2. Move any weapons away from the threat.
3. Do not hold a weapon.
4. Call 911 and advise law enforcement that the threat/shooter is down.
5. Provide your location and stay on the line if possible.
6. When law enforcement arrive, obey all commands. You may be asked to keep your hands in the air; you may even be hand-cuffed until the police assess the situation. These steps are taken for safety reasons.

If you are interested in training on this topic for your office or group, contact the WSU Police department at 413-572-5262.

Shelter in Place

What it means to "Shelter-in-Place":

If an incident occurs and the buildings or areas around you become unstable, or if the air outdoors becomes dangerous due to toxic or irritating substances, it is usually safer to stay indoors because leaving the area may expose you to that danger. Thus, to "shelter-in-place" means to make a shelter of the building that you are in and with a few adjustments this location can be made even safer and more comfortable until it is safe to go outside.

Basic "Shelter-in-place" guidance:

If an incident occurs and the building you are in is not damaged, stay inside in an interior room until you are told it is safe to come out. If your building is damaged, take your personal belongings (purse, wallet, student ID card, etc.) and follow the evacuation procedures for your building (close your door, proceed to the nearest exit and use the stairs instead of the elevators.) Once you have evacuated, seek shelter at the nearest University building quickly. If police or fire department personnel are on the scene, follow their directions.

How you will know to "Shelter-in-Place":

A shelter-in-place notification may come from several sources, including the University Police, housing staff members, other University employees, federal or local government officials, local police agencies or other authorities utilizing the University's emergency communications tools.

How to Shelter-in-Place":

No matter where you are, the basic steps of shelter-in-place will generally remain the same. Should the need ever arise, follow these steps unless instructed otherwise by local emergency personnel:

1. If you are inside, stay where you are. Collect any emergency shelter-in-place supplies and a telephone to be used in case of emergency. If you are outdoors, proceed into the closest building quickly or follow instructions from emergency personnel on the scene
2. Locate a room to shelter inside. It should be:
    - An interior room.
    - Above ground level; and
    - Without windows or with the least number of windows. If there is a large group of people inside a particular building, several rooms may be necessary.
3. Shut and lock all windows (tighter seal) and close exterior doors.
4. Turn off air conditioners, heaters and fans.
5. Close vents to ventilation systems as you are able. (University staff will turn off the ventilations as quickly as possible).
6. Make a list of the people with you and ask someone to call the list to the University Police so they know where you are sheltering. If only students are present, one of the students should call in the list.
7. Turn on a radio or TV and listen for further instructions.
8. Make yourself comfortable.

Facility Security and Access (Academic & Administration Building/Residential Hall)

The University's Facilities and Operations department maintains all the University buildings and grounds with a special concern for safety and security.

Westfield State University Police staff work closely with Facilities and Operations and are expected to report all safety/security issues found during the course of their patrol shift. Work orders are filled out by the officers and forwarded to the appropriate person at Facilities and Operations. At least once a year, a comprehensive survey is conducted by the WSU Police department. This survey focuses on all exterior lighting on campus.

Shrubs, trees and other vegetation are trimmed on a regular basis. During the last week of the month of June, a member of the WSU Police conducts an inspection of campus grounds to identify areas where safety improvements are needed due to overgrowth of vegetation.

Academic and administrative buildings are generally open from 6:00 AM to 11:00 PM, Monday through Friday and limited designated hours on Saturday, Sunday and holidays. Special use facilities (Library, Campus Center, and Woodward Center) may have different hours of operation. Random patrols of all buildings are provided 24 hours a day by University Police and Public Safety officers.

All residential halls are locked 24 hours a day. Access to these halls in controlled by the use of a proximity card/key. The card/key is programmed to only open the exterior door of the hall in which the student lives. Patrol coverage of all residential halls is provided 24 hours a by University Police, Public Safety officers and Residential Hall staff members.



Maintenance of Campus Facilities

Westfield State University is maintained in a manner to minimize unsafe conditions. The WSU Facilities and Operations department and the WSU IT department maintains all safety and security systems on campus, including locks, doors, window screens, lights, fire safety alarms and equipment, emergency phones and video cameras. Members of the campus community are encouraged to report any safety or security issues on campus to the University Police, Facilities and Operations or the Office of Residence Life.



Safety and Security in Residence Halls

Under the supervision of the WSU Police department, Institutional Security Officers (ISO's) are assigned primarily to work in residential halls making periodic checks of the residential hall and surrounding grounds.

ISO's provide assistance with lockouts, report violations of university policies, assist University Police, provide escorts and work cooperatively with Residential Life staff.

All residential halls are locked 24 hours a day.



Off-Campus Student Organizations and Housing

Westfield State University does not recognize off-campus organizations such as fraternities or sororities. The University does recognize off-campus living facilities owned or leased by the University as University housing.

Emergency Telephones

Emergency telephones have been installed across campus. Each phone has an emergency/help button that immediately notifies the University Police Dispatcher.



Video Cameras

Westfield State University seeks to enhance public safety and security by utilizing video cameras in a professional and ethical manner in selected locations on campus. WSU has over 550 interior and exterior cameras on campus.



Response to Medical Emergencies

All Westfield State University Police Officers are trained as First Responders in emergency medical care. Several officers are also trained as Emergency Medical Technicians.

1. The City of Westfield Fire/Ambulance is the responding agency for fire and medical related calls.
2. Baystate Noble Hospital is located approximately one (1) mile from campus. Baystate Medical Center (Springfield) is a designated Trauma Center and is (17) miles from campus.



Criminal Activity/Student Conduct Off-campus

The University must consider student conduct, whether on or off campus, that is disruptive of good community relations, or which interferes with, impairs or obstructs the University's mission, functions and process or that are found to be offensive to generally accepted standards of sound behavior, as harmful and adverse to the University's interests. Because of this, the Westfield Police Department makes every effort to inform the University of off-campus criminal activity involving our students. If a violation of law occurs on or off campus, which is also a violation of university or local regulations (this includes Residence Life policies), the University may institute proceedings against the offenders. Such action by the University if independent of, and may proceed in parallel with, civil and/or criminal action.

Missing Student Notification Policy

If a member of the University has reason to believe that a student who resides in on-campus housing is missing, he or she should immediately notify the University Police at (413) 572-5262. University Police will generate a missing person report and initiate an investigation.

In addition to registering a general emergency contract, students residing in on-campus housing have the option to identify confidentially an individual to contact Westfield State University in the event the student is determined to be missing for more than 24 hours. If a student has identified such an individual, Westfield State University will notify that individual no later than 24 hours after the student is determined to be missing. A student who wishes to identify confidential contact can do so by obtaining the form through the University Police web-site. A student's confidential contact information will be accessible only by authorized campus officials and law enforcement in the course of the investigation. Completion of the form is voluntary. Students can submit this form to the Captain of the WSU police department.

After investigating a missing person report, should the University police determine that the student has been missing for 24 hours, Westfield State University will notify the student's emergency contact no later than 24 hours after the student is determined missing. If the student is under the age of 18 and is not an emancipated individual, Westfield State University will notify the student's parent or legal guardian immediately after the University Police has determined that the student has been missing 24 hours. Regardless of whether the student has identified with a contact person, is above the age of 18, or is an emancipated minor, the law enforcement agency that has jurisdiction in the area where the student is missing must be notified within 24 hours.

Under "Suzann's Law" police are required to notify the National Crime Information Center when someone between 18 and 21 is reported missing.

Security Awareness and Crime Prevention

Westfield State University takes a proactive rather than a reactive approach to crime. In order for a crime to occur, three conditions have to be satisfied. First, the desire to commit a crime must exist; second, the person must have the ability to commit the crime; finally, the person must have the opportunity to carry out the act. As individuals, we cannot change the desire or ability to commit crime readily and easily. However, we can greatly reduce or eliminate the opportunity to commit a crime by practicing sound crime prevention techniques. By reporting suspicious activities, using the escort/shuttle services, walking with a friend, locking room doors and security valuables, we eliminate the opportunity and therefore, a crime cannot occur. A common theme of all security awareness and crime prevention programs is to encourage all members of the WSU community to be aware of their responsibility for their own security and security of others. In addition to crime prevention and security seminars offered by members of the WSU police department, information is disseminated to students and employees through crime prevention email tips, hall meetings, crime/safety alerts and social media platforms.

The following is a list of programs offered by the WSU Police department and the WSU Emergency Manager:

- RAD (Rape Aggression Defense)
- Crime Prevention
- OUI/Alcohol Awareness
- Active Shooter/Imminent Threat Awareness
- Fire Safety

The following is a list of programs offered by university departments:

- Haven (for students) on-line
- Sexual violence prevention
- Behind Closed Doors (RA training)
- Professional development training

The University police department also has crime prevention publications, pamphlets and posters available to the University community.



Substance Use Education

Substance use and its related consequences undermine the goals of academic success and civility at Westfield State University. All students and employees at Westfield State University are expected to abide by all federal, state and local laws, including those regulating the use, possession, sale, distribution, manufacturing and cultivation of illicit drugs and alcohol. In addition, under Federal law, any institution receiving federal funds, including federal student loan programs, must adopt and implement policies to prevent the use of illegal drugs and alcohol by students and employees.

Financial Aid Penalties for Drug Offenses - The Higher Education Act of 1998 states that students convicted under state of federal law for drug sale or possession will have their federal financial aid eligibility suspended. The length of suspension of eligibility varies depending on the nature of the offense.

Health risks associated with alcohol and other drug consumption include impaired judgment, vision, speech, coordination, memory, sensation and perception. Long-term use of alcohol and other drugs can negatively impact many of the body's systems and cause physical and psychological dependence.

It is the responsibility of each member of the Westfield State University community to understand and comply with all campus rules and regulations. These regulations include all federal, state and local laws including the Drug Free Schools and Community Act of 1989, the Drug Free Workplace Act of 1988 and the Higher Education Act (as amended in 1998). As a member of the Westfield State University community, it is your responsibility to know and abide by all campus rules and regulations. To understand the risks associated with the use of alcohol and other drugs, and to assist in creating an environment that promotes health-enhancing attitudes and activities, any violation of the University's Code of Student Conduct or violation of federal, state or local laws, shall subject the offender to the University disciplinary process and/or criminal prosecution.

All members of the University community, including students not residing on campus, are responsible for obtaining and adhering to all policies while in university-approved housing.

Services and resources are available to all members of the University community to provide accurate information relating to drugs and alcohol. Resources on campus are available by contacting:

WSU HEALTH SERVICES	413-572-5415
WSU COUNSELING CENTER	413-572-5790
Allone Health	800-451-1834
DEAN OF STUDENTS OFFICE	413-572-5425

The University's Alcohol and Drug Policy as well as the Student Handbook can be found at: student-handbook-25-26pdf

Alcohol Policy

1. No person under the age of twenty-one (21) may possess, use, be under the influence of alcohol, or be in the presence of alcohol or alcohol containers.
2. The delivery, gratuitously or for sale, of alcohol beverages to a person under the age of twenty-one (21) is prohibited and shall constitute a major infraction of university regulations.
3. Drunken disorderliness is prohibited.
4. Operating a vehicle under the influence of alcohol (to any extent) is prohibited.
5. Intoxication, defined as being under the influence of alcohol to any extent, which involves University staff, causes a disturbance, or is a danger to people or property, is prohibited.
6. The possession or use of kegs, punch bowls, beer balls, or the functional equivalent, or any alcohol containers which indicate the probability of common source drinking or bar service, are prohibited and shall constitute a major infraction of university regulations.
7. Drinking funnels or any similar drinking devices are prohibited.
8. Each resident student of legal drinking age living in a university apartment where alcohol is permitted may only bring a restricted amount of alcohol into the apartment in which he/she lives. The alcohol may not be brought anywhere but to the apartment where the student lives. This restricted amount is no more than one case (30 packs or less) of beer or its alcohol equivalent per week. No other students or non-students may bring alcohol anywhere onto the campus at any time.
9. At any one time, each five or six-person University apartment where alcohol is permitted may contain no more than four cases (30 pack or less) of beer or its alcohol equivalent; each four-person apartment where alcohol is permitted may contain no more than two and two thirds' cases (30 pack or less) of beer or its alcohol equivalent.
10. Alcoholic beverages and/or alcoholic beverage containers are prohibited from all residence hall rooms and areas where alcohol is prohibited.
11. Any gathering is prohibited (however large or small) where: a) alcohol or alcohol containers are present; and b) any violation of the student conduct code occurs, including but not limited to where guest(s) under the age of twenty-one (21) are present.
12. Open containers of alcoholic beverages (seal broken) are prohibited from all public areas of the University.
13. The manufacturing of any alcoholic beverage is prohibited.
14. Alcoholic beverages shall not be for sale by anyone not licensed by the appropriate authority.
15. The promotion of and/or solicitation for any event or activity (wherever held) at which alcohol is to be served or made available for consumption and that is not sponsored by the University is strictly prohibited and will be considered a major violation of this policy. Prohibited conduct includes, but is not limited to, the advertisement or other promotion of events at area alcohol establishments when such advertisement or promotion takes place on the University's campus or by means of the University's network (including use of its network for email or an web-based communication) selling or distributing tickets (whether on or off the University's campus) for any such event, and participation in arranging group transportation for any such event.

16. Students are responsible for informing their guests of the University's Alcohol and Other Drug Policy prior to any campus visit. Any student will be held strictly accountable for an alcohol violation when their guest violates the alcohol policy. Guests are defined as any person visiting the student whether or not the guest has signed in to the residence halls through official procedures.

Illegal Drugs

The possession, use, sale, manufacture or distribution of any controlled substance is illegal under both state and federal laws. Such laws are strictly enforced by the Westfield State University Police. Violators are subject to arrest, criminal prosecution and University disciplinary action. For unit employees, such disciplinary action will be in accordance with the relevant provisions of the applicable collective bargaining agreement.

Firearms and Weapons

Massachusetts General Law (M.GL. Ch. 269, Sec. 10) prohibits any individual from bringing to campus or possessing any firearm or other dangerous weapons while on property owned, used or occupied by the University. Any person violating the above law can face prosecution and be subject to disciplinary sanctions, up to and including dismissal from the university.

Sex Offender Information

Campus Sex Crimes Prevention Act Information

The Federal Campus Sex Crimes Prevention Act requires colleges and universities to issue a statement advising the campus community where state law enforcement agency information concerning registered sex offenders may be obtained. The act also requires registered sex offenders to provide appropriate state officials notice of each institution of higher education in that state at which the offender is employed, carries on a vocation or is a student.

Community Notification

When the Westfield State University Police Department receives notification from the Sex Offender Registry Board that there is a Level 3 offender registered as a student or employed by the University, a notice will be posted on the University Police/Public Safety web-page at https://www.westfield.ma.edu/offices/department-of-public-safety .

How to inquire information

Members of the Westfield State University may request information about sex offenders in Massachusetts at the Massachusetts Sex Offender Registry Board, telephone (978) 740-6400 or at https://www.mass.gov/orgs/sex-offender-registry-board. Information may also be obtained at the Westfield State University Police Department (413)572-5262 or at the Westfield Police Department (413) 562-5411.

Please note that sex offender information is available to the public only if the offender has a duty to register and is classified by the Board as a Level 2 or 3.

Penalties for Improper Use of Sex Offender Information

Information contained in the Sex Offender Registry shall not be used to commit a crime against an offender or to engage in illegal discrimination or harassment of an offender. Any person who improperly uses Sex Offender Registry information shall be punished by not more than two and one-half years in the house of correction or by a fine of not more than $1,000 or by both such fine and imprisonment.

Reporting the Annual Disclosure of Crime Statistics

As required by Federal law, Westfield State University compiles yearly crime statistics in accordance with the definitions of crimes provided by the FBI for use in the Uniform Crime Reporting System. The report includes statistics for the previous three years concerning crimes that occurred on campus that were reported to the Westfield University police and other designated campus officials. In addition, these statistics also include persons referred to for campus disciplinary action for categories required under the Clery Act, including liquor and drug law violations and illegal weapons possessions.

Statistical information for certain off-campus locations or property owned or controlled by Westfield State University as well as public property within or immediately adjacent to and accessible from campus are requested from the City of Westfield Police Department for statistical purposes. Crime statistics reported to any of these sources are recorded in the calendar year during which the crime was reported.

This Annual Security Report can be found at: https://www.westfield.ma.edu/offices/department-of-public-safety.

Copies of the report may also be obtained at the WSU Police Department located on Western Avenue.

Daily Crime Log

The Daily Crime Log specifically for Clery information is available at
www.westfield.ma.edu/offices/department-of-public-safety/crime-log

Sexual Violence/Sexual Misconduct

Westfield State University is committed to maintaining a safe and healthy learning, living and working environment that is free from all forms of gender-based misconduct. Consistent with this commitment, the University complies with Title IX of the Higher Education Amendment of 1972 which prohibits discrimination and harassment on the basis of sex in education programs and activities as wells as retaliation for the purpose of interfering with any right or privilege secured by Title IX. The University does not discriminate on the basis of sex in admission to or employment in its education programs and activities.

As a policy, Westfield State University prohibits all forms of sexual violence and gender-based misconduct. These behaviors are antithetical to the University's education mission and prohibited forms of harassment under Title IX. The University provides educational and prevention programs, services for individuals who have been impacted by sexual violence and/or gender-based misconduct, and accessible, timely and equitable methods of investigation and resolution of complaints.

Prohibited conduct under the policy includes sexual harassment, gender-based harassment, sexual assault, rape, sexual exploitation, stalking, domestic/dating violence or coercion, all of which are defined within the policy. Sexual misconduct may occur between a male perpetrator and female victim, a female perpetrator and male victim, or between a perpetrator and victim of the same gender. This policy applies to all members of the University community: students, faculty and staff alike, as well as anyone having dealings with the University.

While Federal and State laws require that a sexual violence and sexual misconduct policy be in place for Westfield State University, all forms of discrimination based upon race, creed, color, national origin, age, disability, sexual orientation, gender identity, gender expression, genetic information, marital, parental and veterans' status are also prohibited by law. The documents below may be used as a resource for all forms of discrimination, and sexual harassment including how to report such conduct.

Matthew Russo, Title IX Coordinator
Office Address: Horace Mann Center room 122
mrusso@westfield.ma.edu
(413) 572-8485

Trish Bonica, AVPHR
Office of HR, Title IX, & EO
pbonica@westfield.ma.edu
(413) 572-8670

MA SU Title IX Policy FINAL _updated Sept

EO Plan_Title IX_Approved_8-1-24.p

Campus Crime Statistics

The following information is given in order to comply with the requirements of the Jeanne Clery Disclosure of Campus Security Policy and Campus Crime Statistics Act.

Offense	Location	2022	2023	2024
Murder & Non-Negligent Manslaughter	On Campus	0	0	0
	Residence Hall	0	0	0
	Non-Campus	0	0	0
	Public Property	0	0	0
Negligent Manslaughter	On Campus	0	0	0
	Residence Hall	0	0	0
	Non-Campus	0	0	0
	Public Property	0	0	0
Rape	On Campus	2	7	2
	Residence Hall	1	7	2
	Non-Campus	0	0	0
	Public Property	0	0	0
Fondling	On Campus	7	0	1
	Residence Hall	5	0	0
	Non-Campus	0	0	0
	Public Property	0	0	1
Incest	On Campus	0	0	0
	Residence Hall	0	0	0
	Non-Campus	0	0	0
	Public Property	0	0	0
Statutory Rape	On Campus	0	0	0
	Residence Hall	0	0	0
	Non-Campus	0	0	0
	Public Property	0	0	0
Robbery	On Campus	0	0	0
	Residence Hall	0	0	0
	Non-Campus	0	0	0
	Public Property	0	0	0
Aggravated Assault	On Campus	2	1	0
	Residence Hall	0	1	0
	Non-Campus	0	0	0
	Public Property	0	0	0
Burglary	On Campus	0	1	0
	Residence Hall	0	1	0
	Non-Campus	0	0	0
	Public Property	0	0	0

Offense	Location	2022	2023	2024
Motor Vehicle Theft	On Campus	0	5	0
	Residence Hall	0	0	0
	Non-Campus	0	0	0
	Public Property	0	0	0
Arson	On Campus	0	0	0
	Residence Hall	0	0	0
	Non-Campus	0	0	0
	Public Property	0	0	0
Domestic Violence	On Campus	8	2	1
	Residence Hall	5	2	1
	Non-Campus	0	0	0
	Public Property	0	0	0
Dating Violence	On Campus	0	0	0
	Residence Hall	0	0	0
	Non-Campus	0	0	0
	Public Property	0	0	0
Stalking	On Campus	0	1	0
	Residence Hall	0	1	0
	Non-Campus	0	0	0
	Public Property	0	0	0

Referrals

Arrest and Referral Statistics		2022		2023		2024	
		Arrests	Referrals	Arrests	Referrals	Arrests	Referrals
Liquor Law Violations	On Campus	0	71	0	73	0	78
	Residence Hall	0	64	0	73	0	75
	Non-Campus	0	0	0	0	0	0
	Public Property	0	0	0	0	0	0
Drug Law Violations	On Campus	1	9	0	19	0	25
	Residence Hall	0	9	0	18	0	24
	Non-Campus	0	0	0	0	0	0
	Public Property	0	0	0	0	0	0
Weapons Law Violations	On Campus	0	0	0	6	0	6
	Residence Hall	0	0	0	6	0	6
	Non-Campus	0	0	0	0	0	0
	Public Property	0	0	0	0	0	0

Note: The Commonwealth of Massachusetts changed the laws regarding possession of marijuana. Possession of marijuana under 1 ounce is now a civil infraction.

Note: Residence Hall statistics are a subset of total on campus incidents

Hate Crimes									
Criminal Offense	2022 Total	Race	Religion	Sexual orientation	Gender	Gender Identity	Disability	Ethnicity	National Origin
Murder/Non-negligent manslaughter	0	0	0	0	0	0	0	0	0
Rape	0	0	0	0	0	0	0	0	0
Fondling	0	0	0	0	0	0	0	0	0
Incest	0	0	0	0	0	0	0	0	0
Statutory rape	0	0	0	0	0	0	0	0	0
Robbery	0	0	0	0	0	0	0	0	0
Aggravated assault	0	0	0	0	0	0	0	0	0
Burglary	0	0	0	0	0	0	0	0	0
Motor vehicle theft	0	0	0	0	0	0	0	0	0
Arson	0	0	0	0	0	0	0	0	0
Simple assault	0	0	0	0	0	0	0	0	0
Larceny-theft	0	0	0	0	0	0	0	0	0
Intimidation	0	0	0	0	0	0	0	0	0
Destruction/damage/vandalism of property	0	0	0	0	0	0	0	0	0

Hate Crimes									
Criminal Offense	2023 Total	Race	Religion	Sexual orientation	Gender	Gender Identity	Disability	Ethnicity	National Origin
Murder/Non-negligent manslaughter	0	0	0	0	0	0	0	0	0
Rape	0	0	0	0	0	0	0	0	0
Fondling	0	0	0	0	0	0	0	0	0
Incest	0	0	0	0	0	0	0	0	0
Statutory rape	0	0	0	0	0	0	0	0	0
Robbery	0	0	0	0	0	0	0	0	0
Aggravated assault	0	0	0	0	0	0	0	0	0
Burglary	0	0	0	0	0	0	0	0	0
Motor vehicle theft	0	0	0	0	0	0	0	0	0
Arson	0	0	0	0	0	0	0	0	0
Simple assault	0	0	0	0	0	0	0	0	0
Larceny-theft	0	0	0	0	0	0	0	0	0
Intimidation	0	0	0	0	0	0	0	0	0
Destruction/damage/vandalism of property	0	0	0	0	0	0	0	0	0

Hate Crimes									
Criminal Offense	2024 Total	Race	Religion	Sexual orientation	Gender	Gender Identity	Disability	Ethnicity	National Origin
Murder/Non-negligent manslaughter	0	0	0	0	0	0	0	0	0
Rape	0	0	0	0	0	0	0	0	0
Fondling	0	0	0	0	0	0	0	0	0
Incest	0	0	0	0	0	0	0	0	0
Statutory rape	0	0	0	0	0	0	0	0	0
Robbery	0	0	0	0	0	0	0	0	0
Aggravated assault	0	0	0	0	0	0	0	0	0
Burglary	0	0	0	0	0	0	0	0	0
Motor vehicle theft	0	0	0	0	0	0	0	0	0
Arson	0	0	0	0	0	0	0	0	0
Simple assault	0	0	0	0	0	0	0	0	0
Larceny-theft	0	0	0	0	0	0	0	0	0
Intimidation	0	0	0	0	0	0	0	0	0
Destruction/damage/vandalism of property	0	0	0	0	0	0	0	0	0

Unfounded Reports

For 2022, 2023, 2024: The Westfield State University Police Department had (0) unfounded crime reports.


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Campus Fire Safety Right-to-Know

The Higher Education Opportunity Act (Public Law 110-315) became law in August 2008, requiring all United States academic institutions to produce an annual fire safety report outlining fire safety practices, standards, and all fire-related on-campus statistics.

Fire Log

Westfield State University Police department maintains a fire log with the date that the fire was reported and any fire that occurred in an on-campus student housing facility. This log includes the nature, date, time and general location of each fire.

If You Discover a Fire

Dial 911 - Make sure that the call is made from a safe location outside of the building and provide the dispatcher with your name, the location of the incident and the nature of the emergency.

Any fires that were quickly extinguished or any evidence of recent fires in any university building or property must be reported to the WSU Police Department, any Office of Residential Life Staff or the Office of Facilities and Operations.

Fire Safety System

Residential housing and all other buildings on campus are equipped with several fire detection and prevention systems.

All Residential Buildings have an automatic sprinkler and fire alarm system. When a fire alarm is activated, it is received at the WSU Police Dispatch Center, and the WSU Police Dispatcher notifies the City of Westfield Fire Department Dispatch Center of the location of the alarm. All university buildings also have smoke/heat detectors, fire extinguishers and alarm pull-stations.

Fire Drills

The WSU Police department, along with the City of Westfield Fire Department, conducts fire drills in every residential hall once a year. The Office of Facilities and Operations test the fire alarm system in all University buildings once a year.

Evacuation Procedure

All students, faculty and staff should quickly exit the building when a fire alarm is activated. Leave the building by using the nearest exit and move safely away from the building (at least 25 feet) The University Police or other college officials will notify the evacuated persons as soon as practical of areas for temporary shelter.

Fire Safety in Student Housing

Lighting, heating, decorative, or cooking devices with an open flame or burner are prohibited. This includes all candles (even those without wicks), incense, incense burners, candle warmers, and potpourri pots. Grills used for outside cooking must be used at least 25 feet from all buildings. Candles incense, incense burners, and non-approved appliances will be deposed of immediately upon discovery. Repeat violations will lead to sanctions up to and including loss of housing.

Smoking

All Residential Areas are completely smoke and tobacco free.

Education and Training

Basic fire safety information is provided throughout the year. Additional education/training information is provided by WSU Police staff and the WSU Emergency Manager upon request from all students, faculty and staff.

Fire Extinguisher: 101

Before using a fire extinguisher, be sure to read the instructions before it's too late. Although there are many different types all of them operate in a similar manner

Pull the Pin at the top of the extinguisher. The pin releases a locking mechanism and will allow you to discharge the extinguisher.

Aim at the base of the fire, not the flames. This is important - in order to put out the fire, you must extinguish the fuel.

Squeeze the lever slowly. This will release the extinguishing agent in the extinguisher. If the handle is released, the discharge will stop.

Sweep from side to side. Using a sweeping motion, move the fire extinguisher back and forth until the fire is completely out. Operate the extinguisher from a safe distance, several feet away, and then move towards the fire once it starts to diminish. Be sure to read the instructions on your fire extinguisher - different fire extinguishers recommend operating them from different distances. Remember: Aim at the base of the fire, not at the flames!!!!

Fire Safety websites
www.usfa.fema.gov (U.S. Fire Administration)
Fire Safety for College Students (fema.gov)

Scroll down for Westfield State University student housing fire statistics.

2024 Student Housing Fire Statistics

Hall	Fires	Cause of Fire	Deaths	Injuries	Damage	
Conlin	0		0	0	0	
Courtney	0		0	0	0	
Davis	0		0	0	0	
Dickinson	0		0	0	0	
Lammers	0		0	0	0	
New Hall	1	Oven Fire	0	0	$500	
Seymour	0		0	0	0	
University Hall	0		0	0	0	
Welch	0		0	0	0	

2023 Student Housing Fire Statistics

Hall	Fires	Cause of Fire	Deaths	Injuries	Damage	
Conlin	0		0	0	0	
Courtney	1	Dryer fire	0	0	$500	
Davis	1	Food igniting in microwave	0	0	$100	
Dickinson	0		0	0	0	
New Hall	0		0	0	0	
Seymour	0		0	0	0	
University Hall	0		0	0	0	
Welch	0		0	0	0	

2022 Student Housing Fire Statistics

Hall	Fires	Cause of Fire	Deaths	Injuries	Damage	
Conlin	0		0	0	0	
Courtney	0		0	0	0	
Davis	0		0	0	0	
Dickinson	0		0	0	0	
Lammers	1	Candle ignited blanket in room	0	0	$500	
New Hall	0		0	0	0	
Seymour	0		0	0	0	
University Hall	0		0	0	0	
Welch	0		0	0	0	