

Program and Service Review
Campus Safety/Security

1. Service Description:

Campus Safety/Security Department became a police department in 1975. It was a security department prior to its change in status to a police department. The best definition for this department is that of Department of Campus Police Services and should be reflected in all official documents. The rationale is that this department cannot offer the full wide range of a police services like other college or university police departments. We have no ability to detain and house suspects in a jail or other detention center; we do not have a detective bureau nor do we collect and preserve evidence such as fingerprints or photograph suspects who have been arrested.

We do provide the police service of a law enforcement agency in such that our police officer is trained and duly authorized: to initiate an investigation; to take a person into custody; make official reports and statements and testify in court. These are full law enforcement services needed on a campus of this size.

CPS is made up of one Chief of Police, one police officer; six security officers and three part time senior office assistants who perform clerical and radio dispatch duties. CPS provides services 7 days a week except on official holidays unless specifically requested and paid for by outside budget accounts.

The hours of service are Monday through Friday 6 a.m., to 11p .m. and Saturday and Sunday 7a.m. to 11p.m. The security officers are currently working a 10/4 rotation, work schedule. These are 4 days of a 10-hour workday. This schedule provides adequate service for the amount of officers on board at this time.

There are no assignments as before at the Newark Ohlone Center. Our students are being served at Newark Memorial High School site ,the Newark Occupational Center and at the University of Phoenix at this time.

CPS remains an unarmed department at this time and works closely with the Fremont Police Department and relies upon the Newark Police Department should the need arise at the Newark student locations.

The goals of the Campus Police Service Department are to:

1. Provide a safe work and learning environment for students, faculty, and staff during the day and evening hours.
2. Provide security of the buildings and grounds of the district.
3. Provide traffic and parking control on the campus.
4. Prevent /Detect/Investigate crimes and accidents on district property.
5. Enforce certain Federal, State, and Municipal laws.
6. Maintain liaison between Fremont and Newark police departments.
7. Identify campus security and safety needs.
8. Lock and unlock facilities as requested by faculty and staff in a timely manner in conjunction with B & G.

9. Provide training to Ohlone College: Sexual Assault Prevention; Bloodborne Pathogens.
10. Provide emergency preparedness planning and training – major event planning.

The focus and intent of the Campus Police Services is to provide a safe and orderly environment in which the college community can pursue its respective missions and goals.

CPS has interacted with the student population by working with the various student clubs and organizations on campus which include but are not limited to :

African –American Student Alliance (AASA)
Alpha Gamma Sigma (AGS)
Associated Student Union (ASOC)
Asian Pan Pacific Student Association (APASA)
Desi Corner
Movimiento Estudiantil Chicano de Aztlan (MEChA)
Student Towards A Rapid Smoke Free School (STARSS)

This interaction has led to a good working relationship with the students creating trust in the Campus Police Services.

2. Program or Service Scope:

CPS maintains a minimum staffing level of one security person 7 days a week during its hours of operation. Additional staff is assigned during school hours or periods of high activity. Three part time Senior Office Assistants provide clerical and radio dispatch duties Monday through Friday from 8:00 a.m. to 10:00 p.m.

There are no student traffic aides or shuttle drivers to assist this department at this time.

Security personnel provide traffic and parking control. CPS personnel are responsible for monitoring the operation of the parking vending machines and parking meters, collecting money from the machines, and delivering it to Business Services. Calls for service such as campus disturbances, student or staff injury, traffic collisions, escort details, opening and securing classrooms, fingerprinting Ohlone College employees etc., are addressed as received.

Incidents are investigated and appropriate reports are completed. CPS stresses high visibility and positive interaction with the campus community.

The campus police officer must possess a Basic P.O.S.T. (Peace Officers Standards of Training) certificate and has to successfully pass a School Police Officer Course as required by the California State law.

The same law requires that all Security Officers working more than 20 hours a week must possess a certificate approved by the Consumer Department of Affairs.

The Chief of CPS:

- Chairs the Safety Committee; inspects buildings and grounds of the Ohlone College District and reports any concerns to the responsible parties.
- Provides training and drills to the faculty and staff regarding the Statewide Emergency Management System (SEMS).
- Provides Parking Ticket Appeal Hearings.
- Coordinates with the Associate Vice President, Students Services regarding student discipline matters.
- Participates in the Crisis Response Team on campus.
- Is the Liaison officer between the local courts, district attorney’s office, and local police agencies.
- Participates with the County Office of Emergency Services and Tri City Emergency Services Association (TESA).
- Provides yearly statistical and reports to the Cleary Act, as required by law.
- Interacts with students, staff, and faculty groups on campus.
- Performs Public Information Officer (PIO) duties as needed on behalf of CPS.

3. Data Analysis:

The data collected (Calls for Service) indicates increased interaction between CPS staff and the college community. The Detex system formerly implemented has been abandoned as being not practical to log the amount of calls as handled by sometimes one officer.

Designating a patrol pattern with all the interaction that exists between staff, students, and faculty is not possible. The Detex was more of a benefit when there was a graveyard shift on the campus.

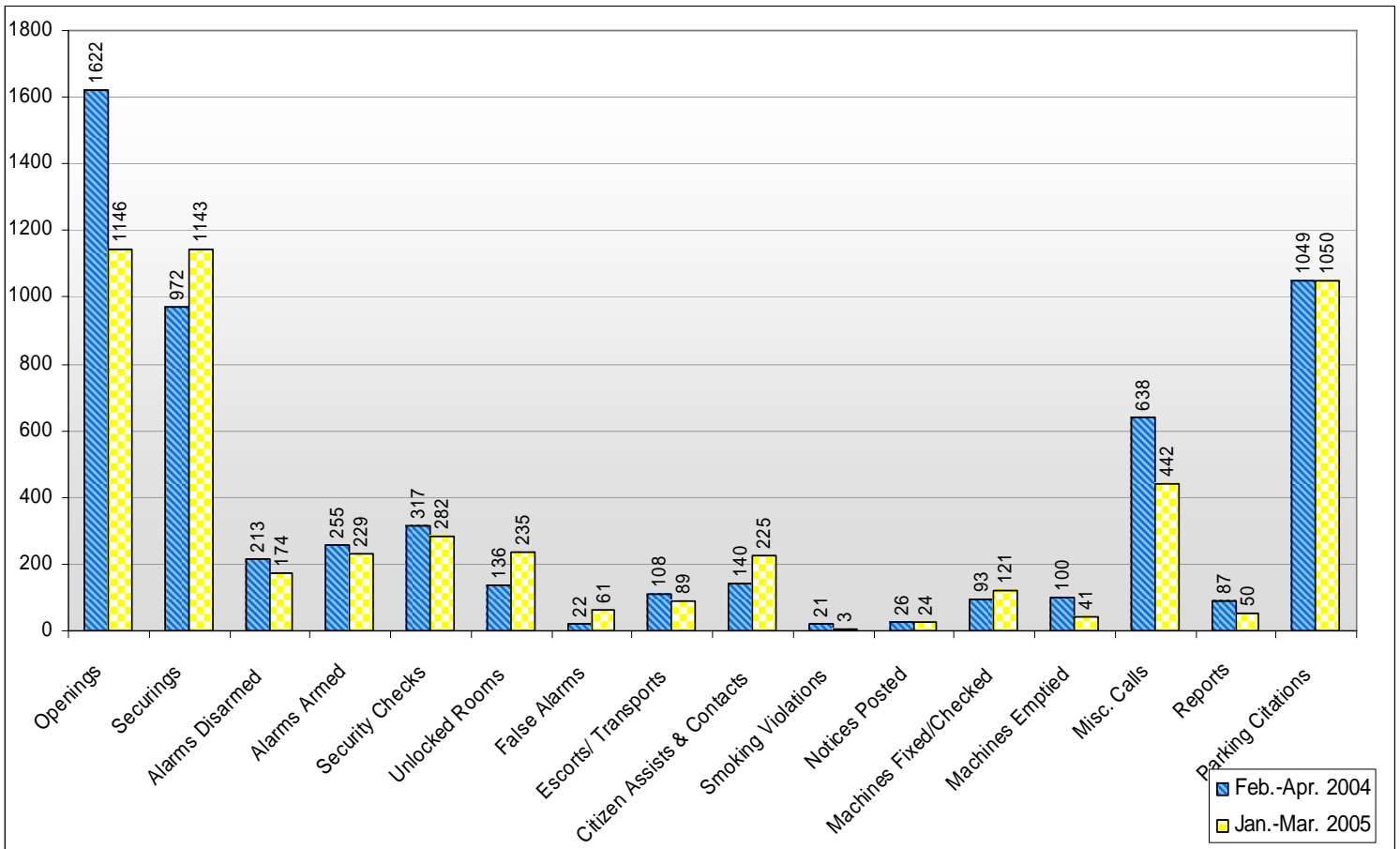
A new Report Management System, (RMS), is being customized for use by all CPS personnel. It will allow a more accurate automated data collection as opposed to the hand written log

The last 5 years, year-end statistics are included.

	2004	2003	2002	2001	2000
Murder	0	0	0	0	0
Manslaughter	0	0	0	0	0
Rape	1	0	0	0	0
Robbery	0	0	0	0	0
Aggravated Assault	1	1	1	0	1
Simple Assault	4	6	5	6	9

Burglary	28	9	13	12	16
Theft	12	24	22	36	18
Auto Theft	4	2	1	2	0
Sex Offenses	1	1	1	1	1
Liquor Violations	1	0	0	2	2
Narcotic Violations	1	0	1	0	1
Weapons Violations	0	1	0	1	0

	Openings	Securings	Alarms Disarmed	Alarms Armed	Security Checks	Unlocked Rooms	False Alarms	Escorts/ Transports	Citizen Assists & Contacts	Smoking Violations	Notices Posted	Machines Fixed/Checked	Machines Emptied	Misc. Calls	Reports	Parking Citations
Feb.-Apr. 2004	1622	972	213	255	317	136	22	108	140	21	26	93	100	638	87	1049
Jan.-Mar. 2005	1146	1143	174	229	282	235	61	89	225	3	24	121	41	442	50	1050



Compiled by Safety Officers II G. Murphy and T. Dodds

In June 2004 a New Ways to Work program was implemented tasking each department to investigate ways and methods to improve work production and or conserve resources.

One issue that was of concern to CPS was the time spent on opening/unlocking doors. Using similar months in comparison, the amount of door openings has decreased. This is in response to CPS' request that Building and Grounds personnel take on some of the responsibility of the openings.

Another statistic is that the number of reports has decreased by 43 %. One hypothesis for this decline is that more time has been spent on to patrol and prevent/ reduce the amount of incidents to report.

The key system has been upgraded to include electronic locking on our high cost equipment. This was implemented due to an increase in the burglary rate in year 2004 ,where multiple high cost audio/visual computer systems were stolen out of unsecured rooms.

There is still concern over the proper turning in and accounting of keys by staff but has diminished somewhat due to the key file system being used. Adjunct faculty poses the only concern at the end of the semester or when they terminate service.

A factor in the increase of assignments pertaining to Securing of rooms and reports of unlocked doors are due in part to both teacher neglect and lack of knowledge on how to properly use the electronic key.

False alarms increased as well due to teachers not understanding the alarm function . Employees are given the codes , use them improperly and then exit.

Citizen assists and contacts are compiled from many different types of situations most of which are not criminal but deal with service oriented calls. Examples are contacts with people requesting stranded vehicle assistance, broken or faulty building information, elevator repair notices, information calls etc.

2004 showed that there were 93 documented calls for parking permit machine repairs. New machines were purchased and one officer was assigned to maintain these new machines.. The increase in calls was due to the fact that the officer now keeps better track of the repairs and also includes regular maintenance as part of his record.

3 b. Survey of Student Response, an accreditation survey to measure effectiveness on campus by CPS personnel.

A survey was distributed to students, staff, and faculty. The response from staff and faculty was extremely low and did not reflect an accurate picture at the time of the survey. That data has not been considered for this review. The total number of students interviewed was 117 : 50 daytime students, 57 day and night students and 10 night time students. The following ratings are from that direct input from the 117 students who filled out the survey

The questions asked were:

1. Do you (I) feel safe on campus, with the answers ranging from 1 to 5.
1 being Strongly Disagree to 5 being Strongly Agree.
2. Is (there) adequate parking on campus, answers ranging from 1-5.
3. (Is) Campus Police Services personnel responding in an effective and courteous manner, answers ranging from 1-5.

There were 3 categories of students who participated in the survey: those who attended classes in the daytime, nighttime, and attended both day and night.

(1.) All		Average Rating
Campus Environment and Facilities	Students	
I feel safe on campus		3.87

Day		Average Rating
Campus Environment and Facilities	Students	
I feel safe on campus		4.16

Night		Average Rating
Campus Environment and Facilities	Students	
I feel safe on Campus		2.3

Both		Average Rating
Campus Environment and Facilities	Students	
I feel safe on campus		3.86

In this question the highest rating was 4.16 for those students who attend classes in the day and a low of 2.3 for those students who attend at night.

Some of the comments gathered from the survey were “need more patrol at night”
“A lot of places are hidden from view, so it doesn’t always feel safe.”

Some comments from the day students also reflect similar concerns “there should be more security in various locations on campus, especially in secluded areas.”
Other comments included that CPS should be armed to “you guys are doing a great job”.

A goal in this questions area will be to raise the night time student response by 1 point to show an increase in student awareness of CPS presence on campus during night time hours.

(2.) All		Average Rating
Campus Environment and Facilities	Students	
Adequate parking on campus		2.88

Day		Average Rating
Campus Environment and Facilities	Students	
Adequate parking on campus		3.65

Night		Average Rating
Campus Environment and Facilities	Students	
Adequate parking on campus		2.8

Both		Average Rating
Campus Environment and Facilities	Students	
Adequate parking on campus		3.08

In this question the highest score was 3.65 for those students who attend classes in the day and a low of 2.88 for all the students and the students who attended in both the day and night classes. One explanation of this increase is that daytime students get the choice of the upper lots during the day and remain on campus if they also attend night classes.

(3.) All		Average Rating
Campus Environment and Facilities	Students	
Responsiveness of CPS		3.59

Day		Average Rating
Campus Environment and Facilities	Students	
Responsiveness of CPS		2.71

Night		Average Rating
Campus Environment and Facilities	Students	
Responsiveness of CPS		2.63

Both		Average Rating
Campus Environment and Facilities	Students	
Responsiveness of CPS		3.68

In this question the highest score for the survey was 3.68 for students who attended classes in both the day and night. This may indicate that these students are present on campus long enough to observe and interact with CPS during the various hours of operation.

The lowest score, 2.63, is for those students who attended classes at night . One reason why this may happen is that there is less coverage by CPS due to the deployment of CPS personnel being higher where there are more students and staff on campus.

One goal for this group would be to raise the score by 1 point. This may be accomplished not only by scheduling options but also by bringing on additional staff.

4. Lists Strengths and Areas Needing Improvements:

The Strengths that Campus Police Services have demonstrated are:

Well-trained and thoughtful response from all officers
Provide coverage during the time that students and faculty are present
Cut down on room opening time, concentrating on people rather than property

Areas needing improvement in Campus Police Services are:

1. Lack of emergency equipment
 2. Lack of patrol vehicle and maintenance
 3. Lack of traffic enforcement
 4. Lack of employee training in building security
 5. Lack of student comfort during night time hours
- Employee and equipment needs are outlined in the chart below but the following recommendations will be implemented to address the other weaknesses:
 - Traffic enforcement is a dangerous situation for our officer due to the person and vehicle contact but the lack of enforcement is also dangerous to our campus if left unchecked. The installation of speed bumps would reduce the amount of speeding vehicle on campus.
 - The amount of time spent on securing doors and setting alarms can be reduced with a comprehensive training of employees who are allowed codes on campus. This may be accomplished by both personal training, written documents and putting information on line for employee assistance.
 - The low “feel safe” rating by students who attend night classes may not be truly reflective of the night time student population. This is due to the fact a low number of night time only students responded to the survey. A second night time only survey will be conducted again and the response tallied.

- But in an effort to prevent any situations from occurring all CPS personnel will work solo assignments as opposed to two man cars . This will spread out our resources in an effective and more visible manner.
- The campus will be divided to two to three patrol areas, Upper, Center and Lower areas; each area will have an officer assigned to better respond to calls or patrol the area.
- Installation of Closed Circuit Television Cameras is in progress at the writing of this review.

The cameras will be installed and monitored by CPS. The monitoring will be done from Building 20 as well as from a patrol vehicle equipped with a portable laptop computer.

This will allow an officer to maintain his mobility to respond to calls for service and continue his patrol but will also allow him/her to situate the patrol vehicle in a “hot area” and monitor the lots as needed.

- . The activation of the surveillance cameras will decrease the amount of burglaries and assist our officers in apprehending and preventing violators on our campus.
 1. A further development is the partnership between ASOC and CPS, to bring back the Ohlone Pony shuttle. The ASOC has volunteered to absorb the cost of the salary for night time use of a college vehicle to pick up students during the dark hours of school and deliver the students to the bus stop or parking lot.

5. Recommendations and Implementation Plan with Timeline

The following is Campus Police Services strategic budget plan for personal and equipment needs:

Recommendation/Goal	Timeline		Cost
	Begin	Complete	
Prepare for security presence at Newark campus and hire 1 additional peace officer.	Fall '06	Spring '07	\$75,000.00
Maintain emergency preparedness plan. Purchase equipment, first aid, and training supplies annually.	2005-2006, 2007-2008, 2009-2010		\$5,000.00 each year
Provide better access to	Fall '06	Fall '07	\$50,000.00 each year

security services by adding Code Blue phones in parking lots and remote parts of campus.			
Decrease amount of speed and stop sign violations by use of speed bumps	Summer '05	Fall '06	\$50,000.00
Replace existing CPS vehicle fleet (partial)	Summer '05	Spring '06	\$10,000.00
	Spring '06	Fall '06	\$10,000.00

6. Review of Recommendations from Previous Review:

The following projects have been completed since the 2000 review :

Installation of surveillance system

Addition of dispatcher to work from 4 P.M. to 10 P.M. , Monday thru Friday

Maintenance of Emergency Plan (an ongoing project)

7. Additional Comments:

The past year has shown an increase in awareness and acknowledgement of CPS on campus due to the fact that an effort was made to arm its two sworn officers. Although the proposal did not pass many favorable comments were made about our officers; it was clearly not a reflection of the service we provide.

The need for reliable vehicles has been met with efforts to raise funds through private donations . Press releases making appeals for donations were unsuccessful but a request for \$5,000.00 was successful through a gift from the New United Motors Incorporated (NUMI).The Chief will work with the Foundation Director to see if donors can be identified.

The mission of the Ohlone College Campus Police Services will continue to be to “promote a clean, safe and healthy campus environment through continuous engagement of students and college personal in campus preparedness...”
And to protect all the campus community from any emergencies tat may arise at any time.

