School of Visual Arts Campus Crime Report for 2011


October 1, 2012

School of Visual Arts is committed to the safety and security of our students, faculty, and staff. In accordance with the Jeanne Clery Disclosure of Campus Security Policy and Campus Crime Statistics Act (34 CFR 668.46), this report has been prepared using statistical and other information supplied by SVA Security, Office of Residence Life, Student Health and Counseling Services, Office of Institutional Research, and the New York City Police Department.

About SVA Security
School of Visual Arts enjoys a strong partnership with the New York City Police Department and cooperates with them to ensure the safety of the SVA community. The SVA Security Department has a state-of-the-art command center. It operates as both the offices for our security team and our surveillances center, covering the entire SVA college campus. The command center's systems are state-of-the art with digital recording equipment, interface with card access systems and direct access to any cameras. It has several large flat-screen televisions to allow for constant monitoring. In addition it has a sophisticated communications system, which enables any emergency to be handled from the command center. The digital cameras and recording systems cover the interior and exterior of all our buildings, including classrooms, dormitories, lounges and theaters. Hundreds of digital cameras are monitored from this one location. The command center is manned 24 hours a day and seven days a week, with a security management team member. This allows for a quick response to emergency situations, and a focal point for all security-related matters.

Security Policies and Procedures
SVA’s security procedures have been established to protect you and your personal property, as well as the property of the College. Although all reasonable precautions are taken to safeguard property, it is the responsibility of each member of the SVA community to assist in that effort by not leaving valuable personal articles — wallets or handbags, for example, unattended or in open view at any time. If you see any strangers or suspicious-looking activities, alert the Security Desk in your building immediately. A security officer is on duty 24-hours a day.

Please Note: Security officers have the authority to request to see SVA identification cards at any time. Security officers can detain but do not have the authority to arrest. Currently SVA does not have a voluntary confidential reporting system in place.

Emergency Procedures on Campus
In the event of any emergency, including any serious injury, you should seek help immediately. Call 911 from any campus phone, other landline, or mobile phone. When 911 answers, stay calm and be prepared to answer the operator’s questions, which may include:
• Where is the emergency located?
• What is the emergency? (fire, medical, hazardous material, etc.)
• How did it happen?
• When did it happen?
• Who are you? (your name)

Do not hang up until instructed to do so by the operator. You do not need to know all the answers to these questions, but try to gather as much information as you can. Give a telephone number or other safe location where the emergency responders can call or meet you, and wait for the responders at that location.

After the emergency has been responded to, an incident report and witness statement should be filed with SVA Security. Reports concerning an SVA student’s physical or mental health will be forwarded to the Office of Student Health and Counseling Services, and a staff member will follow up with the student(s) involved, if appropriate.

NOTIFY SVA SECURITY
After calling 911, contact the nearest security officer at one of the following locations.

Contact and Location Information for Campus Security

<table>
<thead>
<tr>
<th>Building/Location</th>
<th>Extension</th>
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<tbody>
<tr>
<td>10th Street Residence</td>
<td>212.592.2768</td>
</tr>
<tr>
<td>132/136 West 21 Street</td>
<td>212.592.2754</td>
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<tr>
<td>133/141 West 21 Street</td>
<td>212.592.2581</td>
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<tr>
<td>209 East 23 Street</td>
<td>212.592.2001</td>
</tr>
<tr>
<td>214 East 21 Street</td>
<td>212.592.2320</td>
</tr>
<tr>
<td>380 Second Avenue</td>
<td>212.592.2602</td>
</tr>
<tr>
<td>335 West 16 Street</td>
<td>212.592.2741</td>
</tr>
<tr>
<td>George Washington Residence</td>
<td>212.592.2248</td>
</tr>
<tr>
<td>Gramercy Women’s Residence</td>
<td>212.592.2278</td>
</tr>
<tr>
<td>Ludlow Residence</td>
<td>212.592.2713</td>
</tr>
<tr>
<td>New Residence</td>
<td>212.592.2441</td>
</tr>
<tr>
<td>SVA Theatre</td>
<td>212.592.2025</td>
</tr>
<tr>
<td>Security Command Center, 209 East 23 Street</td>
<td>212.592.2025 (24 hours a day)</td>
</tr>
</tbody>
</table>

College Closings – Unscheduled
During the winter months, it is sometimes necessary for the College to suspend classes temporarily on short notice. Severe weather can create hazardous travel conditions throughout the region that make it difficult or impossible for members of the SVA community to get to and from the campus safely. Such cases are rare and typically affect operations for no more than a day.
The Determination to Close
Once severe weather is predicted, SVA closely monitors the storm warnings and directives issued by the New York City Office of Emergency Management as well as guidelines provided by mass transit authorities, including the MTA, Metro North, Long Island Railroad and New Jersey Transit. If you learn from a major media outlet that New York City Public Schools have closed or are closing for the day, assume that SVA will also close. Note that SVA makes the determination one day at a time.

Be Prepared
Because it can be difficult to predict the severity of a storm even 24 hours before it hits, SVA may make the determination to close the College just a few hours in advance of the closing. This is one of the many good reasons to sign up for SVAlert, the College’s electronic notification system. It takes just a moment to register at https://my.sva.edu. Once you are registered, you will be contacted via phone, e-mail and/or text message in the event SVA closes due to weather. Periodically log in and check your information to be sure it is current. Note that only current students, faculty and administrative staff have access to SVAlert.

Stay Informed
To find out if SVA is closing:

- Check SVA’s Web site, www.sva.edu
- Call SVA’s main phone number, 212.592.2000
- Tune in to television and radio news: Channels 1, 2, 4, 5 and 11 and WCBS 880 AM.

All of the above are reliable sources of information after 6 am on the day severe weather hits.

Emergency Preparedness and Notification (Ok)
SVA has a standing committee comprised of officials from various offices at the College that is dedicated to ensuring the health and safety of the SVA community and the continuity and/or recovery of critical operations in an emergency. The committee meets regularly to review, allocate and coordinate resources; seek guidance from the New York Police Department, New York City Office of Emergency Management and other local authorities; and put in place written response plans. SVA transmits critical information to the College community using the following methods:

- www.sva.edu – Emergency notices, including unscheduled closings and facilities evacuations, are posted to the College’s Web site. Status updates will be published as new information becomes available.
- Main telephone line–Emergency notices, including unscheduled closings and facilities evacuations, are the subject of recorded announcements at 212.592.2000, SVA’s primary published telephone number.
• All Concerned e-mail—Bulk e-mail messages directed to current students, faculty and administrative staff at their SVA e-mail addresses are used to provide more detailed information in an emergency.

• SVAlert—SVA has contracted with Blackboard Connect to provide an electronic notification system that allows members of the campus community to receive messages directly to a designated cell phone (as text or voice message), e-mail address and/or land-line phone. Registration for SVAlert is available to current students, faculty and administrative staff 24 hours a day, 7 days a week through MySVA, the College’s Intranet.

• In the event that either the College’s Web site or the main telephone line are temporarily out of service, the College community will be directed to an alternate web site and telephone number via All Concerned e-mail and SVAlert.

In addition to the methods listed above, SVA officials may deploy other methods for notifying the College community, including security officers, fire brigades and other SVA staff.

Building Security Procedures
Security in SVA buildings is strictly enforced. All College buildings are open from 8:00am to 11:00pm, Monday through Friday, except during College holidays. Some studios are also open overnight and on Saturdays and Sundays.

Overnight stays, visitors and any unscheduled access to SVA buildings and studios must be requested and approved by the appropriate department chair at least 24 hours in advance. Guests must bring picture IDs and receive a visitor’s pass from the security officer. “Request for Access” forms are available in each academic department office.

Fire Drills
Fire drills are conducted at least twice each year in all campus buildings and are supervised by the fire safety coordinator with the assistance of the fire marshals assigned to each floor. Everyone in the building is required to participate. Drills will be conducted in accordance with the fire safety plan. Notice will be given in advance of a fire drill.

Campus Facilities
Security personnel routinely ascertain security considerations used in the maintenance of campus facilities. Resident Assistants perform regular rounds in SVA housing facilities to ensure a safe living environment for SVA residents. Exterminators make monthly visits to the residence halls. To request pest control services, fill out a work order online using the TMA system. Exterminators will be escorted to all rooms by security or by a member of the Residence Life staff.

Parking
The College makes no provision for parking, which is both difficult and expensive in Manhattan. All members of the College community should make their own arrangements with garages or lots in the immediate area of the College.
Room Inspection and Entry Policies
SVA reserves the right to enter student living quarters to ensure the health and safety of students. Rooms may be entered for emergencies, monthly health and safety inspections, to complete repairs, conduct pest control procedures or to conduct an investigation if there is a reasonable cause to believe that someone may be in danger or in violation of College or civil regulations. Students found in violation of health and safety regulations will be given due notice to remove the violation. Failure to do so will result in disciplinary action followed by the confiscation of any item(s) causing the violation.

Preserving student privacy is of paramount importance to the Office of Residence Life. Students who believe that their privacy has been compromised should notify their Resident Assistant or Residence Hall Director.

Timely Warnings
In the event of a situation, which represents an ongoing or continuing threat to the campus community, the Director of SVA Security, in consultation with the Crisis Committee, will issue a “timely warning”. This warning will be issued through the SVA email system to students, faculty, and staff.

Daily Security Log
Every security officer in each SVA building maintains a daily activity log where criminal and non-criminal incidents are reported. In addition, an incident report is generated that includes the details of all criminal and non-criminal acts reported to the security department. The incident reports include the following information:

(1) the nature, date, time, and general location of each crime; and
(2) the disposition of the complaint, if known.

The incident reports are then filed for the record and are available for public inspection.

Residence Hall Security
All residence halls maintain 24-hour security. The security officers are responsible for monitoring guest and security policies. When entering the building, students must present their SVA photo identification card to the security officer. Students and guests are required to provide photo identification when requested by a security officer or other College official. If students have a concern regarding security services, they should speak to a residence life staff member.

Extermination/Pest Control Services
Exterminators make monthly visits to the residence halls. To request pest control services, fill out a work order online using the TMA system. Exterminators will be escorted to all rooms by security or by a member of the Residence Life staff.
Fire Safety
Smoke detectors and sprinklers are located throughout the residence halls. In addition, each room is equipped with a hardwired smoke detector and sprinkler system. Residents may not tamper with or cover smoke detectors or sprinklers.

Fire Alarm Evacuation Procedures
Evacuation plans are posted throughout residence hall buildings, and fire extinguishers and alarms are located on every floor. Every resident should be familiar with the evacuation procedures and the location of fire extinguishers. Students are responsible for informing their guests of fire evacuation procedures. Anyone concerned or confused about a safety precaution should consult the Residence Life staff.

Off-Campus Student Organizations
School of Visual Arts does not currently have any off-campus student organizations recognized by the institution or any student organizations with off-campus housing facilities. Thus, SVA does not have a formal policy concerning monitoring and recording student off-campus criminal activity through local police.

Smoking Policy
Smoking is prohibited in all residence halls.

Crime Prevention and Safety Programs
In addition to safety and security programs routinely run by Resident Assistants in SVA housing facilities (previous programs have dealt with preventing crime, personal safety, and sexual assault), SVA facilitates several programs to help educate incoming students on safety, security, and how to prevent sexual assault. These programs take place each August during the annual new student orientation program.

Safety in the City
This program, organized by the offices of Student Affairs and Security, educates students about how to be safe in the city. It also focuses on sexual assault statistics, myths, and how to prevent sexual assault.

Navigating NYC-Bus and Subway Lessons
SVA student staff members lead tours of the nearby bus and subway lines, showing students how to read the subway and bus maps and purchase MTA Transit MetroCards. They also point out some of the common safety tips for using the subway, such as standing near the ticket booth or the center of the platform while waiting for the train.

Neighborhood Tour
New students are led on a walking tour of the area surrounding the SVA campus. This program helps students get the “lay of the land” and identify places to go if they are in need of help.
Drug and Alcohol Education Programs
Each semester, Resident Assistants routinely facilitate programs designed to help students understand the dangers of drug and alcohol abuse.

Information about Sexual Assault and Additional Resources

Student Health and Counseling Services
Services are provided free-of-charge in a non-judgmental environment and are confidential. A registered nurse is available for health education. Students can call or stop by the office to set up an appointment at:

George Washington Residence
23 Lexington Avenue, 3rd floor
Hours: Monday–Friday, 9:00 am–5:00 pm
Tel: 212.592.2246 Fax: 212.592.2216
E-mail: health@sva.edu.

Medical services are not available on-site. However, the office helps students access community based health care providers. Information about providers and other resources can be found on the Student Health and Counseling Services page under the Department Links section of MySVA. An option for same day medical care is Beth Israel Medical Group which has walk-in clinics located at 202 West 23 Street at Seventh Avenue and 55 East 34 Street (between Park and Madison Avenues). The 23rd Street office is open 24 hours a day and can be reached at 212.352.2600. Another option for same-day medical care is Manhattan’s Physician Group, a walk-in clinic for non-emergency care, 21 East 22nd Street between Park Avenue and Broadway.

Student Health and Counseling Services does not write medical excuse notes. Students who are not able to attend classes due to illness should notify their instructors and, for conditions requiring an extended absence from classes, their academic advisor.

Counseling
Licensed therapists and a psychiatrist provide short term psychotherapy for a variety of mental health issues. Students can call or stop by the office to set up an appointment. Students who need confidential emotional support when the office is closed are encouraged to call the Samaritans (a 24-hour crisis response hotline) at 212.673.3000.

Insurance
Students are automatically enrolled in the SVA-sponsored sickness and accident insurance plan unless they have health insurance that can be used in the New York City area and do not wish to have the SVA-sponsored insurance. In these instances, students must complete the online waiver at www.sva.edu/uhp by the applicable deadline each academic year:
October 4, 2012 for the fall semester and February 6, 2013 for the spring semester. Failure to complete this online form will result in automatic enrollment in the SVA plan at the current rate. There are no refunds of the Health Insurance Fee after the semester deadline date. For questions about the insurance, please call 800.437.6448.

**Other Community Sources**

- New York City Alliance Against Sexual Assault, 32 Broadway, Suite 1101, New York, New York 10004. Their phone number is 212.229.0345, and the website is [http://www.svfreenyc.org](http://www.svfreenyc.org). Information, including a listing of hospital-based rape crisis programs, can be found on their website.
- New York City Police Department Special Victims Report Line, 646.610.RAPE
- Rape Abuse and Incest National Network at 1.800.656.HOPE (4673) Free, confidential support 24 hours a day. The website is [http://www.rainn.org](http://www.rainn.org).

**School of Visual Arts Policies**

SVA is a community and like any community certain guidelines must be followed in order to maintain a safe and productive environment for all.

**Alcohol and Drug Policy**

The School of Visual Arts expects all members of the College community to assist in maintaining a drug-free environment. The possession, unlawful manufacture, distribution, dispensing or use of a controlled substance (illicit drugs, alcohol, etc.) or being under its influence on College premises, including residence halls, is prohibited and grounds for administrative action.

Any SVA employee, as a condition of employment, is expected to abide by the drug-free workplace policy. In addition, the College is required by The Drug-Free Workplace Act of 1988 to notify all employees and students that they must report any criminal drug statute conviction for a violation occurring in the workplace no later than five days after such conviction.

Students cannot drink or possess alcoholic beverages of any kind on SVA property including the residence halls. Functions for the College, including graduate programs, where alcoholic beverages are served require pre-approval of the Provost or his designee.

The College is well aware that substance abuse is one of the most pervasive medical and social problems of our time and will make every effort to treat a student or employee’s problem with confidentiality and compassion. However, the mission of the College requires a drug-free environment and all appropriate measures will be taken to ensure that it remains so.
Smoking Regulations
The School of Visual Arts prohibits smoking in any part of its buildings, including private offices, private rooms, hallways and all residence halls.

Any violation of or dispute arising under this policy should be reported immediately to the Director of Student Affairs or the Director of Human Resources. Violations of this policy may result in appropriate corrective action, up to and including expulsion or termination of employment. The Directors of Student Affairs and Human Resources will promptly investigate any disputes arising under this policy. Each student, faculty or staff member is protected from retaliatory action or from being subjected to any adverse action for exercising or attempting to exercise his or her rights under this policy. Any person who feels he or she has been subject to a retaliatory adverse action for exercising or attempting to exercise any rights under this policy or under any applicable law or regulation concerning the subject matter of this policy, shall inform the Director of Student Affairs or the Director of Human Resources who will promptly investigate the complaint and provide for adequate redress where necessary.

Any questions regarding the smoking policy should be directed to the Office of Student Affairs, (tel: 212.592.2214; e-mail: studentaffairs@sva.edu) or the Office of Human Resources, (tel: 212.592.2645; e-mail: hr@sva.edu).

Assault, Including Sexual Assault, Domestic Violence and Stalking
The safety and well-being of every member of the College is of primary importance. If any student or member of the faculty or staff is assaulted on College property or is a victim of domestic violence or stalking, the College provides resources to help. There are multiple avenues for reporting instances of sexual assault, domestic violence or stalking. For those occurring on campus, the individual should report the incident to the nearest security officer. The security officer will immediately notify his or her supervisor and the Director of Student Affairs or her designee. The Associate Director of Student Health and Counseling Services will also be notified. If medical services are warranted, 911 will be called. If not, the individual will be made aware of options such as filing a report with the New York City Police Department and/or being relocated to a safe space.

An SVA staff member will be available to accompany the individual to the appropriate police department office to file a formal complaint. Every possible effort will be made to preserve confidentiality and to protect the rights of all involved. In addition, the New York City Police Department has a sex crimes unit, which can be reached at 212.374.5076 for information about reporting sex crimes.

Support Resources for Students
Support systems are in place to help any student who feels he or she is a victim of sexual assault, domestic violence or stalking. Student Health and Counseling Services can offer referral services and counseling if necessary. The Office of Student Affairs also offers
programming in the fall and spring semester for incoming and returning students in order to educate the student population on prevention, the current laws, and the College’s policy.

**Student Code of Conduct**
The School of Visual Arts provides students with an environment that stimulates and nurtures creative exploration and interaction. Students are expected to support that environment and the community in which they work and live by actively practicing and living by the following Student Code of Conduct. Each student must practice an ethic that includes fostering personal and professional integrity and trust, and being responsible for her or his actions.

**Student Code of Conduct Violations**
In order to give students a better understanding of the kind of behavior that violates the Conduct Code, and is therefore subject to disciplinary actions, a list of possible offenses follows. While this list gives examples of the broad scope of prohibited conduct, it is not exhaustive.

- Damage, destruction or removal of another student’s work or property.
- Intentionally and/or knowingly providing false information, testimony or evidence.
- Unauthorized entry or misuse of College property, or contributing to such unauthorized entry of another individual.
- Vandalism or damage to personal or SVA property.
- Use of spray paint, spray adhesive and spray glue in any SVA building, including but not limited to classrooms, studios, offices, residence halls, common spaces and stairwells.
- Disorderly, disruptive, or aggressive behavior that interferes with the general comfort, safety, security, health or welfare of a member of the SVA community or the regular operation of the College.
- Engaging in, or threatening to engage in, any behavior that endangers the health or safety of another person, property or oneself.
- Physical violence, actual or threatened, against any individual or group of persons.
- Violation of the College policy on discrimination and harassment.
- Violation of the College policy on sexual assault, nonconsensual sexual contact, domestic violence, or stalking.
- Use, possession or storage of any weapon, dangerous chemical, fireworks or explosives, regardless of the presence of a state or federal license to possess same.
- Possession, use or distribution of alcohol, narcotics and other controlled substances on College grounds, including residences.
- Theft of services or property, including failure to report knowledge of possession of stolen property.
- Disrespect to any member of the SVA community, including models, and/or failure to comply with the lawful directions of College faculty or staff.
• Failure or refusal to testify as a witness at a disciplinary hearing.
• Attempting to commit an act that violates the Student Code of Conduct.
• Assisting another student to commit an act that violates the Code of Conduct.

Conduct Violations Requiring Counseling and/or Medical Care
Behavior that may jeopardize the physical/mental health or safety of a student or members of the SVA community may warrant additional action by the College. Students of concern will be required to meet with a clinician from Student Health and Counseling Services for assessment sessions.

Based on this evaluation, treatment may be required for a student to continue at the College. If psychiatric care is a condition for the student’s continuance at the College, the student is responsible for the financial costs of that care.

Student Health and Counseling Services is able to provide referrals to local services. If a student is required to receive services and does so outside of the College, a release permitting their clinician to discuss pertinent issues with clinicians from Student Health and Counseling Service is required.

Students who cannot appropriately function at SVA may be suspended, and in those cases, responsibility for future treatment remains with the student and his or her family. Reinstatement is on a case-by-case basis and is also contingent upon the requirements of the Medical Leave of Absence policy.

The affected student will have the opportunity to discuss the outcome of any evaluation and actions with the director of student affairs. If an administrative decision is necessary, it will be given in writing and subject to review by the president, whose decision is final. Reasonable deviations from these procedures will not invalidate decisions or proceedings unless significant prejudice against the student may result.

Student Disciplinary Procedures
The Student Code of Conduct disciplinary process does not follow the rules of procedure used in court proceedings, and legal representation is not permitted in any hearing.

Report or Complaint
Any person may file a report or complaint that alleges a violation of the Code of Conduct. Any such report or complaint must be made in writing and submitted to the Director of Student Affairs.

Written Notice
Once a complaint is received, the student who has allegedly violated the Student Code of Conduct will receive written notice that includes information about the alleged violations, and whether a disciplinary committee hearing will be held.
Meeting With the Director Of Student Affairs
A student who has allegedly violated the Student Code of Conduct must meet with the Director of Student Affairs or her designee concerning the alleged violation. The Director may convene a Student Code of Conduct Disciplinary Committee Hearing or determine that a hearing is not necessary and will impose sanctions appropriate for the violation. The student may accept the sanctions or request a hearing before the Student Code of Conduct Disciplinary Committee.

A student who requests a hearing must submit a written request to the Director of Student Affairs within five business days after the Director of Student Affairs or her designee’s written determination has been received by the student in his or her residence hall or off campus address. Please note: In the event of a severe infraction of the Student Code of Conduct, the Director of Student Affairs may decide to immediately schedule a Student Code of Conduct Disciplinary Committee Hearing.

Student Code Of Conduct Disciplinary Committee Hearing
The Student Code of Conduct Disciplinary Committee (If the complaint involves one of the committee members, an alternate will be chosen) will consist of:

- Director of Student Affairs or her designee
- Coordinator of Academic Advisement or his designee
- The advisor from the student’s major department or a department with a connection to the alleged violation
- Two VASA (Visual Arts Student Association) members or their student designees
- Title IX Coordinator if a IX complaint

The student will be notified in writing of the date, time and location of the hearing. During the hearing the student may present supporting information, including witnesses. The disciplinary committee may call witnesses and take such other steps as it deems appropriate in its discretion in order to determine relevant facts and make an informed decision. While these hearings are intended to assist the committee in its fact-finding process, formal rules of evidence shall not be followed, and no party may appear with or through counsel or be represented at the hearing by counsel. The scheduling and timing of hearing sessions shall be undertaken with due regard to the importance of completing the hearing in an expeditious manner and with consideration of the schedules and commitments of all participants. The Director of Student Affairs’ decision with respect to scheduling issues shall be final. In cases where the Director of Student Affairs or her designee has previously made a determination, the disciplinary committee may affirm that decision or modify it in any respect, including imposing more severe sanctions.

After the hearing is complete, the student will be notified, in writing, of the determination of the disciplinary committee, including any sanctions imposed. Sanctions
imposed by the disciplinary committee are effective immediately unless specifically stated otherwise in the written determination.

The student is required to attend the disciplinary committee hearing, whether it was called at the student’s request or by the director of student affairs. If the student does not attend the hearing, the hearing nonetheless will take place in the student’s absence, and the student will be deemed to have withdrawn from the College pending the outcome of the hearing. A record of the proceedings will be made and kept on file.

**Student Code of Conduct Sanctions**

A student who is found to have violated the Student Code of Conduct may receive any of the following sanctions in the absolute judgment of the director of student affairs or her designee, or the Student Code of Conduct Disciplinary Committee, as the case may be. A notation of a Code of Conduct sanction may be made on the student’s transcript.

**Warning:** Written notice of behavior that is not consistent with the Code of Conduct. A subsequent occurrence of the sanctioned behavior may result in immediate imposition of a more severe sanction.

**Probation:** The student on probation may attend classes and use College facilities for course requirements but, depending on the violation, may be prevented from being on College premises for any other purpose and may not be allowed to participate in College associated extracurricular activities. Any further Code of Conduct violations occurring during the probationary period, or violations of probationary terms, may result in immediate imposition of a more severe sanction.

**Restitution:** Payment to the College or others for damages to property resulting from the violation of the Student Code of Conduct.

**Suspension:** Exclusion from College premises, all classes and activities. While the maximum period for suspension is one academic year, a conditional suspension may be given with reinstatement based on fulfillment of specified requirements.

**Interim Suspension:** The College may suspend a student on an interim basis, prior to any hearing before the director of student affairs or her designee, or Student Code of Conduct Disciplinary Committee, if the College determines in its absolute discretion that there is a basis to conclude that the continued presence of the student at the College poses a substantial and immediate threat to himself, herself, others or property. In such cases, the suspended student will be given the opportunity to meet with the Director of Student Affairs or her designee within two business days after the student has been notified of such interim suspension in order to discuss the following issues only:

- The nature of the charges, including the identity of the person or persons making the complaint.
The reason why the conduct indicates that the continued presence of the student on College premises poses a substantial and immediate threat to himself or herself, others or property.

**Dismissal:** Termination of enrollment and permanent exclusion from College premises, all classes and activities with loss of all rights, including tuition refunds.

**Alternative Sanctions:** Sanctions other than those stated above may be imposed if deemed necessary or appropriate in a particular circumstance. Examples of such sanctions include but are not limited to the following:

- Community Service
- Removal from College residences
- Loss of privilege to access College computing resources or networks
- Prohibition from attending a particular class, workshop or event. A student prohibited from attending an event that is pre-paid will not receive a refund.

**Civil or Criminal Proceedings:** Regardless of any other actions taken or sanctions imposed by the Director of Student Affairs or her designee, or by the Student Code of Conduct Disciplinary Committee, the College reserves the right to commence civil proceedings in court against the student, or to refer any matter for criminal prosecution, if it deems appropriate in its absolute discretion.

**Appeals**
The decision of the Disciplinary Committee may be appealed. A request for an appeal must be made in writing and must include a statement of the reasons or circumstances why the student believes that the Disciplinary Committee’s decision should be reevaluated. The request for appeal must be submitted, within five business days after a copy of the written decision has been delivered to the student’s room in the residence hall or to the student’s off campus address, to: Provost, Office of Academic Affairs, School of Visual Arts, 209 East 23rd Street, New York, New York 10010.

The Provost or his designee may determine to uphold the findings and sanctions of the Disciplinary Committee, or to modify any part of those findings and sanctions. The president or his designee also may impose additional sanctions. Any decision by the president or his designee is made in his absolute discretion, and is final and not subject to further review.

While the appeal is pending, sanctions imposed by the Disciplinary Committee will remain in effect. The director of student affairs will inform the student of the decision regarding his/her appeal.
Disciplinary Action for Alleged Sex Offenses

Alleged sex offenses will follow hearing procedures as detailed in the Student Code of Conduct. Both the accuser and accused are entitled to the same opportunities to have others present during a disciplinary proceeding. Both the accuser and accused will be informed of the outcome of the disciplinary hearing of an alleged sex offense.

Important Numbers: Emergency: 911

In the event you receive a busy signal while attempting to call 911, contact your local precinct. Locate precincts and telephone numbers below.

- Non-Emergency: 311
- Terrorism Hot-Line: 1-888-NYC-SAFE
- Sex Crimes Report Line: 1-212-267-RAPE
- Crime Stoppers: 1-800-577-TIPS
- Crime Stoppers (Spanish): 1-888-57-PISTA
- NYPD Switchboard: 1-646-610-5000

Manhattan Precincts:

<table>
<thead>
<tr>
<th>Precinct</th>
<th>Phone Number</th>
<th>Address</th>
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<tbody>
<tr>
<td>1st Precinct</td>
<td>(212) 334-0611</td>
<td>16 Ericsson Place</td>
</tr>
<tr>
<td>5th Precinct</td>
<td>(212) 334-0711</td>
<td>19 Elizabeth Street</td>
</tr>
<tr>
<td>6th Precinct</td>
<td>(212) 741-4811</td>
<td>233 West 10 Street</td>
</tr>
<tr>
<td>7th Precinct</td>
<td>(212) 477-7311</td>
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There were no reported hate crimes for the years 2009, 2010, or 2011.

*Crimes reported in the residential facilities column are included in the on campus category.*