The Department of Public Safety provides protection 24 hours a day, seven days a week. The 78-member department includes a chief of police, deputy chief, lieutenants, sergeants, police officers, public safety officers and an administrative support staff. The department collaborates on many activities with surrounding agencies, including the Newark Police Department, Rutgers Police and Essex County College Police, as well as the county sheriff’s and prosecutor’s offices. This proactive collaboration has proven effective on campus with student organizations as well as with off-campus resources.

President’s Message

NJIT’s 45-acre campus offers state-of-the-art laboratories, classrooms, a campus center, residence halls, fitness centers, eateries, the Warren Street Village, and a lively landscaped campus green. This environment provides an intellectually stimulating and comfortable place in which to live, work and learn. Physical enhancements over the past few years have made the campus an attractive, park-like setting with easy access to all the benefits and amenities of our urban location.

Last spring, NJIT’s Public Safety Department received accreditation from the New Jersey State Association of Chiefs of Police (NJSA COP), whose mission is “to promote and enhance the highest ethical and professional standards in law enforcement at all levels throughout New Jersey.” The recognition signals professional excellence in law enforcement and follows a 17-month-long process that required an extensive internal review of standard operating procedures and a comprehensive external assessment by NJSA COP. Of all the NJSA COP-accredited police agencies in the state, our Public Safety Department is in the 1 percent that completed their first on-site assessment of the accreditation process without any noted deficiencies. The stellar work of our officers led to a 23 percent reduction in on-campus crime in the first six months of 2017.

In order to meet the needs of our growing student and faculty populations as well as members of our 90 business incubator companies, the new parking facility at Science and Technology Park was completed in August 2016. Located adjacent to NJIT’s Enterprise Development Center, the safe, state-of-the-art structure provides seven parking floors plus a surface lot for a total of 981 parking spaces available to students, faculty, staff, visitors and members of our incubator companies. Moreover, PSE&G is providing five electric vehicle charging stations as part of a pilot program. Additionally, we are pursuing Parksmart Certification through the Green Parking Council that helps parking structures to reduce environmental impact; increase energy efficiency and performance; manage parking spaces efficiently; promote alternative mobility options; and strengthen community relationships.

Our campus is a safe place, and we make every effort to ensure that it remains so. Our police and security personnel are approachable, highly professional, and take many steps to provide a secure environment.

This newsletter describes the safety programs and resources available at NJIT. I am confident that you will find this information useful, and I encourage you to learn the tenets of safety awareness. With the cooperation of students, staff, faculty and the Newark community, we will continue to maintain a thriving, safe campus for all.

Joel S. Bloom
President, NJIT

Trained Police Officers Provide Campus Safety

The Department of Public Safety has engaged in increasingly more meaningful and productive dialogue with Student Senate leaders as well as other student organizations. Chief Joseph Marswillo, Student Senate President Mark Neubauer and Vice President Andrew Christ at the Spring 2017 Challenge Ceremony

Challenge Coin

The “Challenge Coin” is representative of the collaboration and partnership established between the police department and university community. One side of the coin was designed by the students during the annual Meet and Greet event and the other side by Public Safety to reflect the “C.O.P.P.S.” Community Oriented Policing and Problem Solving philosophy. The award criteria for coin recipients will be determined by Public Safety as well as key members of the student organizations that volunteer to assist with safety initiatives.

NJIT Police and the Sheriff’s Department promote and work together on the “Cops in Crosswalks” pedestrian safety initiative.

The Department of Public Safety has engaged in increasingly more meaningful and productive dialogue with Student Senate leaders as well as other student organizations.

Public Safety Officers/Dispatchers Brad Swiney and Chris Matousek in new reflective uniforms designed for greater visibility.
Security Systems, Photo ID and Parking Services

The Facility Systems, Photo Identification and Parking Services Department is located at 131 Summit Street and is responsible for the following services:

- Building Card Access and Office Alarms
- Digital Video Surveillance
- Campus Emergency Phones, Radio and Intercom Systems
- Photo Identification Cards
- Parking Registration
- Visitor Parking and Summons Appeals
- Campus Locksmith Functions
- Transportation
- Mailroom Services

Facility Systems assists the Department of Public Safety to protect the campus community with innovative communications and alarm systems that report to police dispatch. If your photo ID card is lost or stolen, please report it to the Facility Systems Department immediately so the card can be deactivated.

Campus Parking

All vehicles must be registered with Parking Services and display a current permit to park in campus lots.

Public Safety Achieves New Jersey State Association of Chiefs of Police (NJSACOP) Accreditation Status

On June 8, 2017, the Department of Public Safety was awarded full Accredited Status by the New Jersey Law Enforcement Accreditation Commission (NJLEAC). The process of becoming a New Jersey State Association of Chiefs of Police (NJSACOP) Accredited Agency began in December 2015. The project that was managed by Lt. Michael Villani upon conferment with an outside consulting firm, The Rodgers Group, LLC, was a 17-month long process. Accreditation acknowledges the facilitation and implementation of vetted and established policies and procedures that are conceptually sound and operationally effective. Throughout the process, the department implemented new tools such as body-worn cameras, the 9-1-1 System, a cloud-based filing and training system (Power Document Management System-Power-DMS) as well as the adoption and publication of 51 individual standard operating procedures (SOPs). The 51 SOPs had to mirror the 105 standards set forth by the NJSACOP accreditation parameters. In the “proofing phase”, 375 individual proofs were required to establish and prove strict adherence to the 105 topic-specific standards.

On May 17, 2017, NJSACOP trained assessors conducted the last phase of the process, which was an on-site assessment of the department. The assessment included a physical inspection of: The Dispatch Communication Center, Property and Evidence Storage Facility, Prisoner Processing Room, Records Management Room, Firearms Armory; and Detective Bureau, as well as a tour of campus patrol areas. The assessors were on site for a full day and randomly spoke to officers and received phone calls on a dedicated line from university students, faculty and staff. The outcome was a recommendation by the NJSACOP Assessors that the department receive full “Accredited Status” with no restrictions.

Students can register by logging into njit.edu/parking and choosing the online link to an automated registration system. Faculty and staff can register by mail or in person before the start of each semester.

SAFEGUARD YOUR ID AS IT IS THE UNIVERSAL KEY TO CAMPUS ACCESS AND ACTIVITIES.

For further information or assistance, please call 973-642-7190 or visit njit.edu/parking.

Message From the Chief

The Department of Public Safety is charged with creating and maintaining a safe and secure environment for NJIT’s students, faculty and staff. We accomplish this through the around-the-clock efforts of dedicated law enforcement professionals who create a very visible police presence and through partnering with all of the key stakeholders throughout the university.

We further keep our campus and surrounding area safe through information sharing with the Newark Police Department and other university police departments in the area. All of our officers remain current in professional knowledge, skills and abilities through extensive, ongoing professional development. The department’s officers remain accessible to all through our community policing efforts, which include both formal and informal contacts with many groups and individuals.

Please feel free to speak with any of our officers as you see them around campus, and you may contact me regarding any questions or concerns you might have at marswillo@njit.edu or 973-596-3120.

Joseph Marswillo
Chief, Department of Public Safety

NJIT Department of Public Safety: Mission Statement

The mission of the NJIT Police Department is to provide the community and visitors with the highest quality of law enforcement services. We continually improve the public’s perception of community safety through eradication of criminal activity and any conditions that have a detrimental impact on public safety. The department will accomplish this task while using the Community Oriented Policing and Problem Solving (C.O.P.P.S.) model.

Providing this service to the public will be conducted in an efficient and effective manner, consistent with statutory authority, available budgeted resources and professional skills. The department recognizes its members as its most valuable resource, and will strive to maintain the quality of public service through committed leadership, supervisory direction, career development, succession planning and training.
Bike patrol of the interior of campus and parking lots provides increased officer visibility.

**Campus-Wide Notification System (CWNS)**

The Campus-Wide Notification System (CWNS-Send Word Now) allows NJIT to communicate important information on an expedited basis to students, faculty and staff via text message, phone and email. The CWNS complements other communication channels, such as broadcast emails, the NJIT website, postings across campus, and local media. The CWNS is used only for major disruptions such as delayed openings or closings caused by weather or imminent threats to the safety of the university community.

NJIT students, faculty and staff can opt to participate in the system by providing phone numbers and email addresses to which the CWNS can send text messages, voicemail and email. All contact information is confidential and will not be shared with other NJIT offices or third parties, except when responding to an emergency. For more information visit: njit.edu/campusnotifications.

**Public Safety Investigations**

Conduct Incident Followup


Detective Casey teaches Real World Connection Students about automated fingerprint systems.

Det. Sgt. Garcia at work in the Investigations Office

Bike patrol of the interior of campus and parking lots provides increased officer visibility.

**Public Safety 9-1-1 System on line March 2017**

On March 1, 2017, the Department of Public Safety implemented a 9-1-1 Public Safety Answering Point System. (PSAP). The process, facilitated by Lt. Kevin Kesselman, took several months and included research, planning and the selection and training of qualified dispatchers. The dispatchers selected received 40 hours of 9-1-1 Telecommunications Training and 40 hours of (EMD) emergency dispatch training at the Essex County College Public Safety Academy in Verona. The in-house training for the 9-1-1 system was conducted by Carousel Industries and Airbus DS over a six-day period for both dispatchers and system administrators. The detailed and meticulous training consisted of a concise overview of system operation coupled with how to set parameters to customize the system specific to the needs of the department. The outcome is that all campus landline 9-1-1 calls are now routed to Public Safety Dispatch. Cell phone calls within a reasonable contiguous area of established campus boundaries are also routed to the department via Newark’s PSAP System. The project was researched, approved and ultimately implemented with the full support of the university’s administration.
Crime Prevention and Safety Surveys

In the event of an emergency or any suspicious activity, contact Public Safety by dialing 9-1-1. To report any crime information call 973-596-3111 and for general information call 596-3120 or 3116.

Also, please follow these tips:
- Immediately notify campus police of suspicious activity.
- Avoid carrying wallets and valuables in backpacks.
- Have a friend accompany you when walking off-campus after dark.
- Consider using the Department of Public Safety’s Security Escort Service.
- Use the NJIT ATM machines, located at the Department of Public Safety, 154 Summit Street, or at the Campus Center instead of walking off-campus.
- Avoid carrying large sums of money.
- Remember that individuals under the influence of drugs and alcohol are more likely to be victims of a serious crime.
- Know where the emergency phones are located throughout campus.
- Walk through the NJIT and Rutgers-Newark campuses, instead of around them.
- Park vehicles in NJIT lots instead of off-campus on city streets.
- Lock and secure parked vehicles and remove valuable items.
- Keep all security doors shut. Do not prop open security or fire doors.
- Lock doors to your residence at all times.
- Never lend a residence key to anyone who doesn’t live with you.
- Never leave property unattended or unsecured, even for a few moments.
- Never leave any PIN numbers for credit cards or ATM cards in your wallet or purse.
- Photocopy the identity page, any visa pages and I-94 form in your passport and keep them in a separate place.

The NJIT Department of Public Safety asks that you be alert and attentive to your surroundings. Always notify the department of any suspicious activity. Remember that you are responsible for your safety and security. Be aware of your surroundings at all times.

Public Safety Forms Traffic Safety Unit

Beginning early in 2017, the Department of Public Safety selected and trained officers to be members of the newly formed Traffic Safety Unit. The officers who were selected for the unit were interviewed and then received specialized and intense training in related disciplines and topics, including: Pedestrian Safety, Workzone Safety, Basic Crash Investigation and Radar Operation. The Traffic Safety Unit is currently comprised of six officers on different squads to maximize availability and visibility while also augmenting regular daily patrol. The officers in the Traffic Safety Unit respond to motor vehicle accidents for purposes of investigation and reconstruction, aid in traffic control in construction zones and conduct pedestrian safety campaigns on and around campus. This deployment divides responsibility and maximizes department resources while increasing and enhancing the efficiency of daily operations. The officers of the Traffic Safety Unit utilize a vehicle specifically and fully equipped with specialized equipment to handle all aspects of traffic safety, radar operation and accident response and investigation.

Traffic Safety Officer Christopher Collins places traffic cones to assist with traffic control at the construction zone on Lock Street.

Officer Raheem Denison works with children at the Special Olympics event.

Officer Charles Kim with the Highlander at the Public Safety Annual Meet/Greet.
Living in campus housing can be one of the most enjoyable aspects of the college experience. Campus housing provides an environment that fosters the academic and personal growth that helps students prepare for the rest of their lives.

Building offices are located on the first floors of Cypress (973-596-5403), Laurel (973-642-7271), Redwood (973-596-5414) and Oak Hall (973-596-5653), the second floor of the Honors Hall (973-596-5527) and the Greek Village on the first floor of the Honors Hall, Room 117 (973-596-5511). Each building is staffed with a professional residence-hall coordinator or a graduate residence coordinator and residence assistants.

Residents must show valid NJIT resident identification to gain entrance to their building. Both desk attendants and electronic access card readers located at entrances strictly enforce this policy.

For reasons of health, safety and maintenance, authorized university officials reserve the right to enter a student’s room. Entries are conducted at reasonable hours, except in emergencies. Room searches by professional staff and police officers are conducted only with the approval of the Dean of Student Services or if a legal search warrant is obtained. Objects of the search and prohibited items can be removed. Items that are legally possessed, but not permitted in campus housing, are returned to the student for removal from campus. Illegal items are confiscated.

All students are strongly urged to safeguard their campus-housing keys and combinations. All thefts must be reported to the campus-housing staff and the Department of Public Safety. Rooms should be kept locked at all times. The university is not responsible for the loss of personal property and equipment, such as televisions and computers. Students are encouraged to have either renters or homeowners insurance.

Residence coordinators help maintain a safe and secure environment for students in campus residential halls.

Counseling and Psychological Services Available for Students, Faculty and Staff

Services for Students

NJIT’s Center for Counseling and Psychological Services (C-CAPS) is available to help NJIT students with the transitions and stresses of college life as well as with more serious psychological problems or crises. Professional counselors and psychologists help students explore available options, increase self-awareness and make realistic decisions. Psychological counseling around issues such as self-esteem, relationships, depression or anxiety can reduce stress, improve academic performance and enhance the quality of the college experience.

Specialized services are also available for students struggling with substance-abuse issues. When appropriate, assessment tests or psychiatric evaluation for medication may be recommended to supplement psychological counseling services. Referrals to off-campus professionals and/or 12-step programs also may be provided based on students’ needs or preferences. In addition to counseling, C-CAPS is also responsible for the coordination of services for students with disabilities. Student counseling and psychological services as well as disability services are confidential and student-client information remains within the C-CAPS, in accordance with legal and ethical guidelines. Students are encouraged to contact the C-CAPS by stopping into our office located in 205 Campbell Hall. You can also contact us by calling 973-596-3414.

C-CAPS also provides group counseling services and conducts workshops and awareness programming for the campus community dealing with issues such as substance abuse and other addictions, LGBTQ issues, anxiety, depression, stress management, etc. Information about C-CAPS is available on the NJIT website at counseling.njit.edu or by calling 973-596-3414.

Services for Faculty and Staff

NJIT has partnered with Carebridge Corporation to provide faculty/staff with professional confidential support for personal and family issues. Services are cost-free to employees and include coverage for you, your dependents, spouse or domestic partner. Carebridge services can be contacted at: 1-800-437-0911, clientservice@carebridge.com or myliferesource.com (access code BTM9C). Employees can also contact the Human Resources Employee Assistance Program helpline at 973-596-3293 during working hours from 8:30 a.m. to 4:30 p.m.
Shuttle Service Connects Higher Education Institutions in Newark

The Newark College Town Shuttle service meets the daily transportation needs of all students, faculty and staff in the University Heights area. Serving NJIT, Rutgers University-Newark, Rutgers Behavioral Health Services, Essex County College, University Hospital, Teachers Village and to/from the Broad Street Station, the shuttle operates Monday through Friday from 7 a.m. to midnight along three core routes: Campus Connect, Penn Station and Kearny. For detailed information, including route descriptions, maps and schedules, visit njit.edu/shuttle.

Crimes Reported by NJIT Police, University Officials, or Other Law Enforcement Agencies

This chart includes offenses that were reported to the NJIT Department of Public Safety, law-enforcement agencies other than the NJIT Department of Public Safety, and to any official of NJIT who has significant responsibilities for student and campus activities. Those offenses are compiled in accordance with the provisions of the Jeanne Clery Disclosure of Campus Security Policy and Campus Crime Statistics Act.

<table>
<thead>
<tr>
<th>Offense Type (Including Attempts)</th>
<th>NJIT Campus Areas (includes res-life areas)</th>
<th>Residence Life Areas Only (a subset of campus)</th>
<th>Non-Campus Building or Property</th>
<th>Public Property</th>
<th>Total</th>
<th>Unfounded</th>
</tr>
</thead>
<tbody>
<tr>
<td>Murder &amp; Non-Negligent Manslaughter</td>
<td>0</td>
<td>0</td>
<td>0</td>
<td>0</td>
<td>0</td>
<td>0</td>
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<tr>
<td>Negligent Manslaughter</td>
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<td>0</td>
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<tr>
<td>Sex Offenses</td>
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<td>N/A</td>
<td>N/A</td>
<td>4</td>
<td>N/A</td>
<td>N/A</td>
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<tr>
<td>Forcible</td>
<td>N/A</td>
<td>N/A</td>
<td>1</td>
<td>N/A</td>
<td>N/A</td>
<td>0</td>
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<tr>
<td>Non-Forcible</td>
<td>0</td>
<td>N/A</td>
<td>N/A</td>
<td>0</td>
<td>N/A</td>
<td>N/A</td>
</tr>
<tr>
<td>Rape</td>
<td>N/A</td>
<td>N/A</td>
<td>0</td>
<td>N/A</td>
<td>N/A</td>
<td>0</td>
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<tr>
<td>Robbery</td>
<td>1</td>
<td>0</td>
<td>1</td>
<td>0</td>
<td>0</td>
<td>0</td>
</tr>
<tr>
<td>Aggravated Assault</td>
<td>0</td>
<td>0</td>
<td>0</td>
<td>0</td>
<td>0</td>
<td>0</td>
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<tr>
<td>Burglary</td>
<td>3</td>
<td>1</td>
<td>5</td>
<td>0</td>
<td>0</td>
<td>0</td>
</tr>
<tr>
<td>Motor Vehicle Theft</td>
<td>0</td>
<td>1</td>
<td>0</td>
<td>0</td>
<td>0</td>
<td>0</td>
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<tr>
<td>Arson</td>
<td>0</td>
<td>0</td>
<td>0</td>
<td>0</td>
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</tbody>
</table>

2016: There are no reportable hate crimes. 2015: There are no reportable hate crimes. 2014: There are no reportable hate crimes.

Number of Arrests/Referrals for Select Offense

<table>
<thead>
<tr>
<th>Offense Type</th>
<th>NJIT Campus Areas (includes res-life areas)</th>
<th>Residence Life Areas Only (a subset of campus)</th>
<th>Non-Campus Building or Property</th>
<th>Public Property</th>
<th>Total</th>
<th>Unfounded</th>
</tr>
</thead>
<tbody>
<tr>
<td>Liquor Law Violations</td>
<td>0</td>
<td>0</td>
<td>0</td>
<td>0</td>
<td>0</td>
<td>0</td>
</tr>
<tr>
<td>Arrests</td>
<td>4</td>
<td>2</td>
<td>1</td>
<td>4</td>
<td>2</td>
<td>1</td>
</tr>
<tr>
<td>Referral</td>
<td>30</td>
<td>60</td>
<td>32</td>
<td>30</td>
<td>58</td>
<td>32</td>
</tr>
<tr>
<td>Drug Law Violations</td>
<td>18</td>
<td>15</td>
<td>0</td>
<td>9</td>
<td>6</td>
<td>0</td>
</tr>
<tr>
<td>Arrest</td>
<td>4</td>
<td>18</td>
<td>15</td>
<td>0</td>
<td>9</td>
<td>6</td>
</tr>
<tr>
<td>Referral</td>
<td>15</td>
<td>2</td>
<td>6</td>
<td>13</td>
<td>2</td>
<td>6</td>
</tr>
<tr>
<td>Weapon Law Violations</td>
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<td>0</td>
<td>0</td>
<td>0</td>
<td>0</td>
<td>0</td>
</tr>
<tr>
<td>Arrest</td>
<td>0</td>
<td>1</td>
<td>0</td>
<td>0</td>
<td>0</td>
<td>0</td>
</tr>
<tr>
<td>Referral</td>
<td>0</td>
<td>0</td>
<td>0</td>
<td>0</td>
<td>0</td>
<td>0</td>
</tr>
</tbody>
</table>

Non-Campus Building or Property includes: fraternities and sororities that are recognized by the university. Public Property includes: thoroughfares, streets and sidewalks within the campus or immediately adjacent to and accessible from the campus.

In addition to the main campus in Newark, N.J., NJIT operates Big Bear Solar Observatory located at 40386 North Shore Lane, Big Bear City, Calif. There were no crimes reported at Big Bear Solar Observatory for the years 2014, 2015 or 2016.


<table>
<thead>
<tr>
<th>Offense Type</th>
<th>NJIT Campus Areas (includes res-life areas)</th>
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<th>Public Property</th>
<th>Total</th>
<th>Unfounded</th>
</tr>
</thead>
<tbody>
<tr>
<td>Domestic Violence</td>
<td>2</td>
<td>0</td>
<td>2</td>
<td>0</td>
<td>2</td>
<td>0</td>
</tr>
<tr>
<td>Dating Violence</td>
<td>0</td>
<td>0</td>
<td>0</td>
<td>0</td>
<td>0</td>
<td>0</td>
</tr>
<tr>
<td>Stalking</td>
<td>3</td>
<td>3</td>
<td>4</td>
<td>3</td>
<td>0</td>
<td>2</td>
</tr>
</tbody>
</table>

Non-Finalized
Important Campus Telephone Numbers

**EMERGENCIES** ........................................ DIAL 9-1-1
Crime Information ........................................ 973-596-3111
General Information ............................ 973-596-3120 or 3116
Hazardous Materials .......................... 973-596-3059
Office of Residence Life .............................. 973-596-3039
  Cypress Hall Desk ................................. 973-596-7161
  Honors Residence Hall ........................ 973-596-5530
  Laurel Hall Desk ................................. 973-596-5792
  Oak Hall Desk .................................. 973-596-5636
  Redwood Hall Desk ............................. 973-596-3040
Counseling Center ................................. 973-596-3414
Health Services ......................................... 973-596-3621
Office of the Dean of Students ........................ 973-596-3466 & 3470
Employee Assistance Program ........................ 973-596-3293
Campus Center Information Desk ........................ 973-596-3605
NJIT Operator ................................. 0
Parking and Photo ID .............................. 973-642-7190
Parking Availability System ........................ 973-596-5610

**Police Security Escorts Are Always Available**

The Department of Public Safety provides walking and vehicle escorts by both security and police between and around campus buildings and to parking lots and transit points on request. To request a walking or vehicle escort at any time, call **973-596-3120**.

A Public Safety officer escorts an NJIT student from Weston Hall to her destination.