

COLLEGE SECURITY CHECKLIST



Important questions to ask before you commit

Campus Housing

On-campus housing is a big component of life at a university and a place where students spend a great deal of their time. The accessibility to housing resources, the security of the dorm facilities, an in-depth grievance process, and the vetting, training, and availability of Resident Assistants (RAs) are all important factors.

- How accessible is the Office of Residential Life (ORL)?
- What is the grievance process?
- How timely are problems managed?
- What housing contingencies are available to students who need immediate relief?
- How do they select RAs?
- How are they vetted?
- What is the ratio of students to RAs?
- What training does the school provide to RAs?

Campus Healthcare

It is very important you identify how your college manages its student health clinic and whether it offers 24-hour urgent care. Also important is what the college's health insurance covers, and are pre-existing conditions included in the coverage, and what resources are available for students dealing with mental health issues.

- How does the university manage the student health clinic?
- What 24-hour urgent care options are available?
- What does the health insurance plan cover/not cover?
- What resources are available for mental health?

Campus & Community Security

It's important to know how campus safety is staffed and by whom. Some colleges maintain a dedicated security workforce, while others outsource their campus security. College campuses are major components of their larger communities and how the campus security apparatus integrates with community security efforts is an important consideration.

- Who staffs the campus security?
- Is campus security outsourced?
- What is the selection process for outsourced campus security?
- Where can we view past performance of campus security providers?

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- How does the university take care of off-campus student safety and security?
- Does the university security practice community policing as part of its model?
- How does the university provide after-hours security to students?
- Does the university provide after-hours transportation?
- What percent of the overall budget goes to security?

Outside Agency Relationships

At the core of a well rooted community policing work force is one that is strongly and openly supported by the college's senior executives. It may also be wise to contact the local law enforcement agency to get their perspective on the school's public safety record and how it works with local law enforcement.

- What relationship does the campus have with local law enforcement?
- How often does the campus meet strategically with local law enforcement?
- What outside agency relationships does the university have?

Reporting & Prevention

It is important to understand how the college or university recognizes and acknowledges crimes that occurs on or near the campus. Reporting campus crimes to local, state, and federal authorities as well as publishing crime statistics is important to demonstrate transparency and engagement.

- Does the college publish an annual report of on-campus and nearby crime statistics?
- Does the university report its crime statistics to the Department of Education/FBI?
- Are there active crime prevention and/or personal safety programs on campus?
- Does the campus conduct regular in-service training and campus educational workshops?

Emergency Planning & Preparedness

The best laid plans are only as good as the institution that tests and exercises those protocols to evaluate their effectiveness. It is important that universities not only have emergency planning in place but also that these plans are routinely tested and revised.

- When was the most recent risk assessment study conducted and by whom was it conducted?
- Who is in charge of emergency planning on campus?

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- Is it done by trained professionals and does it involve outside agencies?
- Are the plans tested and, if so, how frequently?
- Is the campus networked with local first responders?
- Does the university have a budget for emergency planning?
- Does the university have an emergency communication system that can reach employees & students during a crisis?

Employment Screening

One of most overlooked considerations by many is how or even if, staff, faculty, outside and vendors are vetted by the universities they inhabit. This includes new CEOs, administrators, faculty, staff, deans, cooks, vendors, security, part-time workers, contractors and student workers. There are varying degrees of qualified back ground checks and the most valid vetting is done by hand not machines. Many background investigations are conducted through online service providers. Some colleges accept these results at face value and none of the data reported is validated or challenged by a trained investigator.

- What is the code of ethics for campus security professionals?
- Does campus security meet state standards for qualifications and training?
- What additional certifications, if any, do they possess?
- What does the pre-employment screening process look like for faculty, staff, and university-contracted workers?