



**University of Guelph Campus  
Community Police Annual Report  
May 1, 2005- April 30, 2006**



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## Introduction

The role of the University of Guelph Campus Community Police (CCPS) continues to evolve. With increased community service expectations and calls for service on the rise, the staff of the CCPS continue to interact with their community in a positive and professional manner. The CCPS consists of a team of dedicated women and men who strive to provide a safe and secure campus for all students, staff, faculty and visitors to the University of Guelph.

Responsibilities of the CCPS include investigations, enforcement, responding to emergencies, calls for assistance and general inquiries. The Guelph campus has over 140 buildings and a daily population well over 25,000 including 4,800 students living in residence and 339 Family Housing units. The University of Guelph is, in every sense of the word, a large, vibrant community. The Campus Community Police provides 24 hour service to the campus community. During 2005, the Campus Community Police logged 8,700 incidents.

Working together with our community partners, several crime prevention programs and services are offered. With a focus on community-based policing, we work with the community to identify and solve problems together.

The Campus Community Police also work closely with the Guelph Police Service. Our policies and procedures are consistent with Guelph Police Service's standards and we adhere to a written agreement between the University and the Guelph Police Services Board on protocol and procedures between the two services. Our relationship with members of the Guelph Police Service continues to grow strongly each year.

This report is submitted not only to satisfy the reporting requirements of the University's agreement with the Guelph Police Services Board, but also to ensure our campus community is kept informed of our continuing efforts to enhance personal safety and security at the University of Guelph.



Robin Begin,  
Director

## Mission Statement

Our mission is to serve and support the campus community and provide a safe campus environment for our students, faculty, staff and visitors. We accomplish this through working in partnership with the campus community in seeking and developing solutions to build on and enhance all of the services we provide, while respecting the dignity and individuality of each person we interact with.

## Campus Community Policing Strategy

Law enforcement is only a small part of the work that the Campus Police do. We also work closely with our community partners in developing a wide range of preventative approaches and solutions to ensure our community remains a safe place in which to work, study, teach and live. By incorporating community-based policing philosophies into all aspects of campus policing at the University of Guelph, the Campus Police continue to offer their community a professional, friendly and efficient model of policing. Community members are encouraged to interact with officers every day, not just in times of emergencies.

Some services presently offered as part of this strategy include:

- **Crimestoppers**

*Providing a safe means that allow citizens to ANONYMOUSLY supply the police with information about a crime or potential crime of which they have knowledge without fear of reprisal.*

- **Rape Aggression Defense Systems (RAD) self defense courses**
- **Streetsmart 9-5**

*Providing for the community resources and strategies to address personal safety concerns on and off campus.*

- **Automated External Defibrillators**

*The community identified a need for immediate response for persons in cardiac arrest. A member of the community donated the AED's and all members of the Campus Police are trained to use the defibrillator in an emergency.*



- **Security Audits using CPTED – Crime Prevention through Environmental Design**

*Officers work jointly with stakeholders to audit buildings and grounds across campus to identify and minimize safety concerns. Working with Physical Resources, CPTED strategies are used when designing or renovating new buildings and parking lots.*



Emergency Pole located by new Science Complex.

- **Safe Walk**



*The Campus Police provide office facilities and resources to the student volunteers of the Safe Walk program. The Campus Police also enhance the program by offering escorts during off hours.*

- **Educational safety and security lectures**
- **Campus maps with safety tips and community resources**
- **Crime Bulletins**

*The Campus Police continue to provide timely and current information to the community about safety and security concerns. By providing the community with safety tips and strategies, together we work to reduce crime.*

- **Safety planning with victims of crime**

*Officers work with victims of crime, not only during the investigation but after the investigation to create strategies to ensure their continued safety. Officers have accompanied victims and witnesses to court to act as an advocate and resource.*

*The Campus Police work in partnership with Student Housing, Student Counselling Services and Academic Units to empower the student to continue their studies at the University of Guelph.*

- **Monitoring of security cameras, alarms and card access system**

*The Campus Police are committed to working with the stakeholders to provide current security strategies and technology to protect buildings, infrastructure and valuable equipment across campus.*

## Campus Community Policing in Action

A component of community based policing is to provide opportunities for officers and the members of the community to interact in a positive and professional manner. This year several officers went the extra mile to interact and enhance our relationships within our community.

Cst. Steve Forbes and Cst. Elizabeth Bouchard took their love of cycling and used it to enhance partnerships within the University of Guelph. Cst. Forbes worked with the coordinators of the Central Student Association Bike Centre to identify ways for the Campus Police to support the Centre. Cst. Forbes volunteered his time and expertise and provided repairs to community member's bikes. He initiated a program whereby bicycles from the Campus Police lost and found are donated to the Bike Centre. This allows the bicycles and parts to be recycled and used by a needy member of our community.

Before joining the Campus Community Police, Cst. Donna Wingate was a student at the University of Guelph and lived in Family Housing. While a tenant there, Donna became involved with other tenants to enhance the living and learning facilities at the complexes. This year Donna renewed her involvement with the residents of Family Housing. In partnership with Student Housing, Donna serves as a community resource and attends tenant association meetings. Bullying was identified as a concern for the children of the complexes. Donna and Cst. Mark Belajac are presently working on an initiative that would provide an information brochure and video on bullying for Family Housing residents. Donna is working with the Campus Police Bike Unit and the tenants to provide a bicycle rodeo this summer for the children.

The Student Rights and Responsibility policy governs student behaviour at the University of Guelph. If a student is charged with a breach of the policy, they are issued a summons to appear before the Judicial Committee. Cst. Bryce Kohlmeier and Cst. Donna Wingate recognized a need for an alternative method for students who want to plead guilty without appearing before the committee. They drafted a proposal for a system where a student could be issued a ticket for some offences. Working in partnership with the members of the Student Rights and Responsibility committee and the Judicial committee, the proposal was finalized and will begin for a one year trial basis starting September 2006.

## Building Partners

Campus Community Police continues to provide space to two student groups in the Trent Building. The First Response Team is a student volunteer group that attends all medical calls with Campus Police. The First Response Team is dispatched by the Campus Police Dispatcher. The First Response Team has office and storage space in the Trent Building and regularly uses our boardroom for meetings and training.

Safe Walk is a CSA-sponsored student volunteer group that escorts students and employees across campus at night for safety. Safe Walk has their dispatch centre, office and storage space within the Trent Building. Each night Safe Walk operates independently of the Campus Community Police, acting as an extra set of eyes and ears while on their escorts. They are trained by Campus Police to look for unsafe conditions, property damage, suspicious persons and disturbances while they are walking on campus. They also report lighting deficiencies and safety concerns to the Police Dispatcher.

By sharing space within the Trent Building, the relationship between the Campus Police and these two student groups continues to be positive and rewarding for all. Both Safe Walk and the First Response Team offer their services late into the night. By having their base operation in the Trent Building, the safety of the volunteers is enhanced.

## Ministry of Community Safety and Correctional Services

The Campus Police are special constables and are governed by an agreement between the University of Guelph Board of Governors and the Guelph Police Services Board. The agreement specifies policies and procedures governing the Campus Community Police including duties and jurisdiction.

The issue regarding the use of the word “**police**” as part of the identifying title for Special Constables at the University of Guelph has not been resolved. Presently five universities in Ontario use the word “**police**”. Discussions continue with the universities, the Ministry and the Ontario Association of Chiefs of Police.

The department continues to monitor the development of Bill 159, the Private Investigators and Security Guard Act. The purpose of the legislation is to regulate people who are responsible for the safety and security of persons or property. Although this legislation would not govern the special constables, it could have an effect on staff employed at a licenced establishment or in residences on campus. The final proclamation of this legislation could have significant impact on Ontario colleges and universities.



## Complaints against Members

There were no complaints received against any member of the Campus Community Police during this reporting period.

## Recruitment

No new staff were hired during this reporting period.



**Sgt. Dennis Watson**

A promotional process was held in April for a vacant Sergeant position. Three internal candidates applied and were interviewed. Dennis Watson, who has been with the department for 24 years, was the successful candidate.

A hiring process was started for a vacant special constable position and the Manager of Operations. Ian Weir was seconded to Acting Manager of Operations assisting with the operations of the Campus Police while maintaining his position in Parking Administration. Ian returned to the Parking Manager position in January 2006. I would like to acknowledge Ian's hard work and commitment while in the seconded position.

## Training Courses

Professional development was identified as an important priority in the external review. Management is committed to working with the members of the Community Campus Police, the Training Branch of the Guelph Police Service, Human Resources and Environmental Health and Safety to identify courses that will increase both professional and personal development for all members of the service.

In addition to the training listed below, the Campus Community Police hold a membership with the Video Training Alliance Program, which is operated under the direction of the Niagara Police Service and provides all members with on-going training videos. Each month, we receive two new videos that are viewed by each shift.



### CCP Dispatch Centre

In January 2006 began the transition to a new dispatch and database software. After the need for a new system was identified by an external audit, a working committee was set up to choose a system that would meet the needs of the officers, dispatchers and administration, streamline report writing and eliminate duplication. The system is expected to be fully implemented in fall 2006.

Training Courses	Number of Attendees
Basic Emergency Management Course – <i>Emergency Management Ontario</i>	1
Crime Prevention Through Environmental Design- <i>University of Western Ontario Campus Community Police Service</i>	1
Driving Hazards- <i>Education Safety Association of Ontario</i>	1
<b>Training Description (continued)</b>	

General Investigators Course- <i>Stratford Police Service</i>	1
Interacting with the Deaf Community- <i>Guelph Police Service</i>	1
D3 System Operations	17
M.R.I. Safety	12
Rape Aggression Defense System Basic Instructor Course	2
Rape Aggression Defense System Advanced Instructor Course	1
Slips, Trips and Fall- <i>Education Safety Association of Ontario</i>	1
Use of Force- <i>Guelph Police Service</i>	12
W.H.M.I.S.	3
Working Alone- <i>Education Safety Association of Ontario</i>	1
Working at Heights- <i>Education Safety Association of Ontario</i>	1

**Emergency Management**

The Director attended the Basic Emergency Management Course through the Ministry of Public Safety and Correctional Services-Emergency Management Ontario division. The course facilitator was Harry Dunning, Community Emergency Management Coordinator for the City of Guelph. The City of Guelph and Mr. Dunning will be key partners and a resource during an emergency or disaster affecting the city and the university. Also attending the course were members of the Guelph Police Service and Guelph Fire Department.

The Director, with key partners and resources on campus is rewriting the emergency procedures for the campus following the guidelines set out by the Provincial Ministry. When completed, the new emergency plan will be communicated to the community. Members of the emergency management committee will receive on-going training and participate in table top exercises.

## Cases of Note

During this reporting period, physical assaults increased from the previous year. One case highlighted our positive working relationship with Residence Life staff. Two Resident Assistants were assaulted by a visitor to campus. During the investigation, the officers obtained a description of the suspect. This information was shared with other Residence Life staff. Thanks to the vigilance by the Residence Life staff, the suspect was located. The officers attended and arrested the suspect. He was later convicted of both assaults.

There were two serious criminal investigations involving the Campus Community Police. Late one night, an officer out on foot patrol noticed a male acting suspiciously in a parking lot. When she approached him, he attempted to run. When the male was stopped, the officer found parts of a vending machine and a large amount of coins on the individual. He was charged with breaking into vending machines across campus. Further investigation by Guelph Police led to charges against the same individual for offences in Guelph and Kitchener-Waterloo. The male pled guilty to the offences.

A Hate Crime is defined as a statement that willfully promotes hatred against any identifiable group. The CCPS work closely with the Human Rights and Equity Office and the Hate Activity Advisory Committee to address hate activity on campus. The editor of the student newspaper, The Ontarion received 6 letters that contained numerous hate messages. With the assistance of the Guelph Police Service and the Ontario Provincial Police Hate Unit, the letters were traced to a male in Ontario who had several previous convictions for Hate Crimes. Several charges were laid in conjunction with letters that were sent throughout Ontario. The male was convicted and received a jail sentence.

Mischief/Property Damage continues to be an issue across campus with the majority of damage occurring within a student residence. The majority of mischief in residence includes the breaking of glass or vandalizing university property.

This year Johnston Hall sustained a higher percentage of damage. Student Housing Services worked with the Campus Police and Interhall Council to locate those responsible for the damage and to put a stop to the destructive behaviour. The Director of CCPS met with her Advisory Committee to discuss strategies to decrease vandalism in residences. A recurring suggestion was the placement of cameras within hallways of residence, not only to identify those causing vandalism but to act as a deterrent.

## Statistics

The following chart outlines the statistics for the reporting year.

Type of Incident	2004/2005	2005/2006
Arson	0	0
Assaults-Sexual	0	1
-Peace Officer	3	0
-All other	1	7
Bomb Threats	0	1
Break and Enter	14	11
Disturbances	31	14
Domestic Disturbances	4	0
Frauds	2	6
Harassment	15	14
Hate Crimes	17	11
Homicide	0	0
Impaired Driving	0	0
Indecent Acts	0	1
Mental Health Issues	12	14
Mischief/Vandalism/Property Damage	336	425
Obscene/Nuisance Calls	7	2
Sudden Deaths	0	0
Suicide	0	0
Threatening	2	1
Theft/Possession of Stolen Property		
-Automobile	15	13
-Bicycles	32	45
-All other thefts	145	153

Provincial Statutes Investigations and Charges		
Compulsory Automobile Insurance Act	4	4
Highway Traffic Act	67	52
Liquor Licence Act	206	195
Trespass to Property Act	33	24

<b>Calls for Service</b>		
Medical Assist	110	139
Assist Other Police Services	189	181
Assist Staff	945	973
Assist Others	551	602

The statistics show that there are three incident types that the CCPS and the university community need to address.

Although there were no assaults on special constables during this reporting year; there was an increase in assaults across campus. Six of the assaults involved male to male violence. One of these assaults resulted in serious injuries requiring hospitalization for the victim. The accused was charged criminally.

Incidents of vandalism continue to increase especially in residence. Over the past few years, Johnston Hall has sustained the most damage. Starting September 2006, cameras will be installed on each floor in Johnston Hall as a pilot project. Student Housing will retain control of the cameras. A protocol will be established between Student Housing and the Campus Community Police to establish procedures for accessing the recorded video.

There was also an increase in the number of bicycles stolen from campus. The CCPS Bike Unit is presently researching strategies to emphasize cycling safety and security. They plan to offer a Can-Bike Program, an instructional course that includes a component on bicycle locks and security.



**Members of the Bike Unit educating cyclists.**

## The Campus Community Police Members

Robin Begin	Director
Ian Weir	Operations Manager (secondment )
Erika McMillan	Administrative Secretary
Donald Peer	Information Systems Manager

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Denise Bellmore	Dispatcher
Rochelle Gemin	Dispatcher
Evelyn Pyke	Dispatcher
Helen Woodhouse	Dispatcher

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Ola Adanijo	Sergeant
Jim Armstrong	Special Constable
Mark Belajac	Special Constable
Elizabeth Bouchard	Special Constable
Gary Ferris	Sergeant
Steve Forbes	Special Constable
Gary Hall	Special Constable
Bryce Kohlmeier	Special Constable
Marnie Larkin	Sergeant (until Dec. 31, 2005)
Christopher Mast	Special Constable
Robert Rice	Sergeant
Gary Stahlbaum	Special Constable
Dennis Watson	Acting Sergeant (promoted April 2006)
Donna Wingate	Special Constable

## **In Conclusion**

The Campus Community Police Service is committed to moving forward and embracing new opportunities through community partnerships, effective leadership and increased individual responsibility. Over the course of the past year, the department continued to evolve with several changes in the area of technology. The upgrades will serve to increase the operational efficiency for the Campus Community Police and product delivery.

Our staff is a diverse and experienced group of people who continue to work hard to find solutions to problems work with the community and add to the success of the department. Our goal continues to be ensuring that the University of Guelph is a safe campus for all students, faculty, staff and visitors. The ongoing support of the University's Administration for campus policing endeavours has been greatly appreciated.