

ANNUAL REPORT

2005



A Special Constable Service

UNIVERSITY OF TORONTO SCARBOROUGH POLICE SERVICES

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UNIVERSITY OF TORONTO AT SCARBOROUGH

The University of Toronto at Scarborough is one of the University's two suburban campuses, and one of its nine colleges. UTSC provides its students with the amenities of an internationally renowned university in a small, friendly academic community. Established in 1964, the campus is located on the east end of the City of Toronto.

UTSC's interconnected buildings house modern laboratories, lecture halls, seminar rooms, a computer centre linked to the University's downtown computing facilities, a multimedia language resource centre, a greenhouse, an astronomy observatory, and much more. Originally an integrated part of the University's Faculty of Arts and Science, in 1972 UTSC became a separate arts and science division of the University of Toronto which allowed it more independence in curriculum development. Located on 300 acres of parkland, UTSC is one of Canada's most beautiful and picturesque campuses.

With a population of approximately 9548 full and part-time undergraduate students and 596 staff and faculty, Scarborough has its own distinctive character. UTSC student residences are divided into four phases consisting of 114 townhouses and 59 apartment suites accommodating approximately 767 students and visitors year-round.

UNIVERSITY OF TORONTO POLICE AT SCARBOROUGH

The University of Toronto at Scarborough Police has, as its primary responsibility, the safety and security of the University community.

The UTSC Police Service consists of the Manager, an Assistant Manager, three Corporals, and eight Constables. All officers are sworn special constables and act under the authority of the Ontario Police Services Act to enforce federal and provincial statutes on University of Toronto property. Officers also enforce certain University and parking regulations.

UTSC Police are on duty 24 hours a day, seven days a week and patrol the campus property by foot, bicycle and car. The purpose of these patrols is to enhance personal safety, to prevent property crime, and to monitor for fire and other hazardous conditions on campus. The UTSC Police office is located on the third level of the Science Wing.

UTSC Police coordinate community relations programs, provide speakers, answer inquiries on matters of law enforcement, advise on personal safety and security and other related topics. UTSC Police also coordinate the UTSC Student Patrol, which operates from September to April. This service is available to all students, staff, faculty and visitors and, as well as being a safer alternative to walking alone at night, the patrollers are also responsible for building checks and general foot patrols.

PURPOSE/MANDATE

PURPOSE

The University of Toronto Police at Scarborough are dedicated to creating a safe and secure working and living environment for students, staff, faculty, and visitors as they go about their academic work and extracurricular activities.

MANDATE

In fulfilling this purpose, UTSC Police work with the community in a police-community partnership developing programs and conducting activities which contribute to safety and security on campus and delivering police services, as follows:

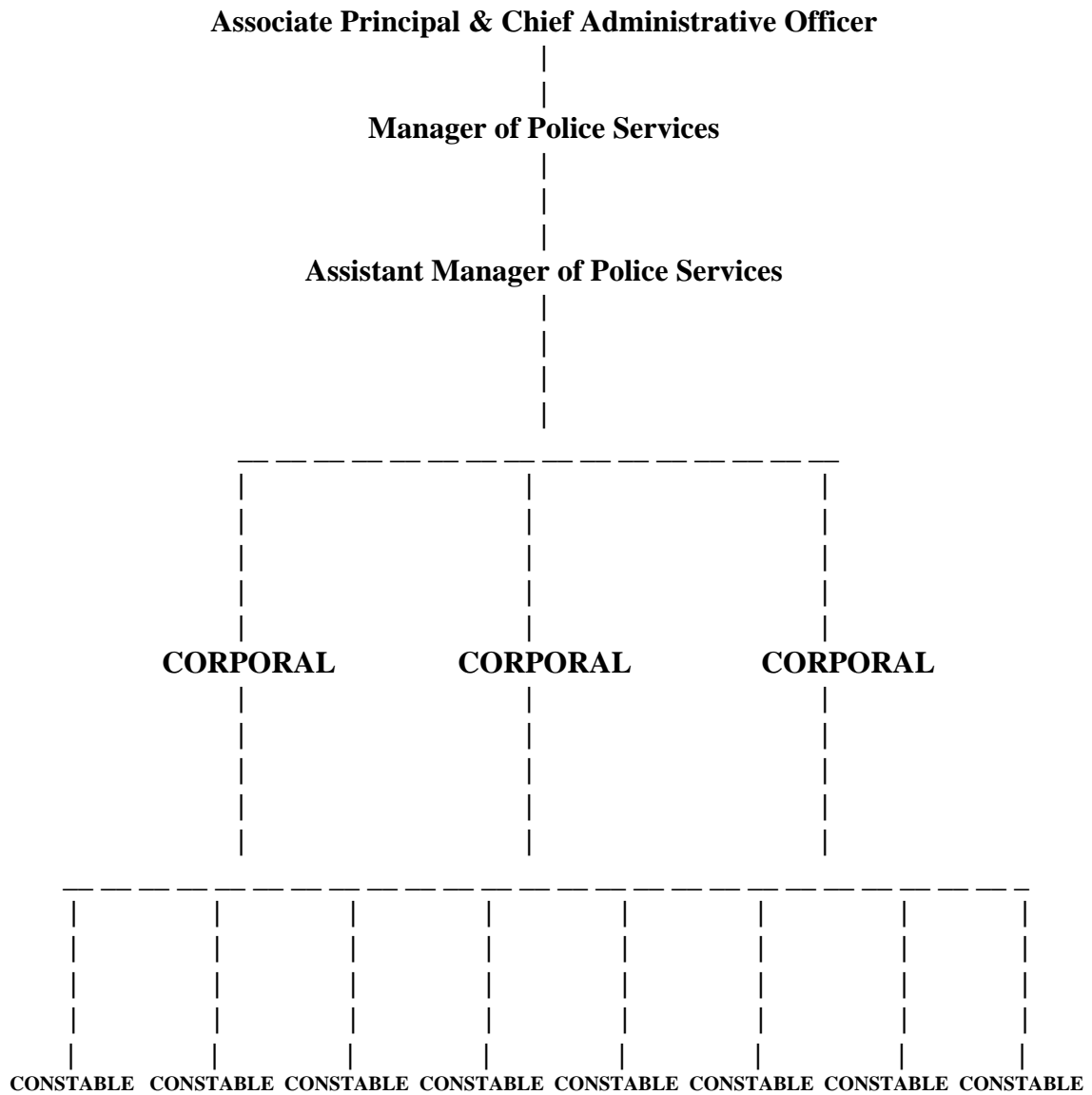
- personal safety
- protection of property
- conflict resolution
- maintenance of public order
- community service and referral
- emergency response assistance
- crime prevention and detection
- enforcement of the criminal code and selected provincial and municipal statutes and University policies and regulations, as appropriate

VALUES

In meeting this mandate, the actions of the UTSC Police will be guided by the following principals and values:

- respect for the dignity, worth, and diversity of all persons
- fair and impartial treatment of all individuals
- an approach to policing that welcomes and encourages community involvement
- a departmental philosophy that promotes safety and security as a responsibility of all members of the community
- reliability
- competence
- accountability
- teamwork and open communication

UTSC POLICE RANK STRUCTURE



COMMUNITY-BASED POLICING AT SCARBOROUGH

Community based policing is a proactive approach to crime prevention and safety awareness that places much of the initiative for safety in the hands of the community that the officers serve. UTSC Police are committed to meeting the needs of the community and acting as partners in maintaining a safe and secure environment. The community based policing philosophy at UTSC was adopted to establish a working relationship with all segments of the campus community and to enhance the department's ability to serve the community. This philosophy encourages UTSC Police officers to get to know their community and to act as community problem solvers.

The following campus safety programs are operated or organized by the UTSC Police Service:

- **UTSC Patrol** - operated during the academic year, the service employs student patrollers working in pairs to escort community members to or from any campus location or nearby public transit stops during the evenings. Patrollers are also responsible for patrolling campus study spaces. Patrollers also report hazardous conditions such as lighting defects or icy walkways found on campus to the Facilities Management Division for repair.
- **Lone Worker Program** - initiated during the 1998 academic year, the program allows staff & faculty on campus to "check in" with the Police Service while working after hours.
- **Residence Watch** - like Neighbourhood Watch, this program involves the residence community in crime prevention and the reporting of suspicious persons or circumstances and raises awareness of such issues.
- **Safety Audits** – using "Crime Prevention Through Environmental Design" principles, safety audits are conducted upon request on existing facilities, and in the design phase during renovations or new construction. Recommendations are made to promote the safety of people and property. This year, safety audits were conducted in relation to the Valley, campus emergency phones, traffic safety, parking lots and all new construction on campus.
- **Car-Battery Boosters** - UTSC Police maintain a number of battery packs for sign-out to assist persons with dead car batteries.
- **Anti-Graffiti Program** - Initiated in 1998 in response to a growing concern about the damage caused by graffiti, the program raises awareness on campus among community members through advertising and enforcement.
- **Student Orientation Events** - UTSC Police provide an officer to sit on the planning committee to assist in ensuring that safety considerations are adequate during the Orientation week.

- **Residence Advisor Training** – UTSC Police participate in the annual Residence Advisor training providing resource material and an introduction into services available. Emphasis is made on sexual assault response, Rohypnol (the “Date Rape Drug”) and alcohol abuse issues.
- **Attend Residence Advisor Meetings** – Officers meet with Residence Advisors regularly and discuss safety related issues.
 - **Fire Safety Committee** - Members participate in the quarterly Fire Safety Meeting with Facilities Management personnel and with the Fire Safety Consultant to discuss matters relating to Fire Safety. In addition, UTSC Police prepare a Fire Safety Report for the consultant detailing events of interest to ensure that appropriate attention and follow-up.
- **Emergency Telephone Monitoring and Response** - UTSC Police monitor and respond to calls placed from the emergency telephones on campus. In addition, UTSC Police distribute campus emergency telephone maps to the community through various mediums.
- **Alarm Monitoring and Response** – Numerous intrusion and panic alarms are monitored internally by UTSC Police. These alarms and others (monitored by contract companies) are all responded to by UTSC Police when activated. UTSC Police also coordinate alarm system repairs and the distribution of access cards to restricted campus locations.
- **Information Bulletins, etc.** – UTSC Police keep the community informed about campus incidents, news and educational information using various methods including the UTSC Police website, an annual handbook, bulletin boards and campus media.
- **“Call Police” Highway Signs** - signs are distributed each September to promote safety while traveling and to assist in the introduction of community members to UTSC Police Services. These free signs are used to attract visitors to displays, the UTSC Police Office, etc.
- **Student Crime Stoppers** – UTSC Police work in partnership with the University community and encourage students to anonymously report information regarding criminal activity on campus. This program is designed to bring students, the community and police together to create a harmonious and safe learning environment.
- **Crisis Response Team** - includes the Manager of Police Services for UTSC. UTSC Police personnel notify the team as required in response to serious emergencies.
- **Interim Room** - UTSC Police assist victims as needed in finding safe emergency shelter, including an Interim Room at UTSC.
- **General Police Patrol** – UTSC Police maintain a high visibility status on campus through the use of uniformed mobile, foot and bicycle patrols. Officers routinely report lighting and grounds defects, enforce fire route and smoking by-laws and investigate safety complaints in addition to their other duties.
- **Targeted Police Patrol** – UTSC Police track incident trends on campus and formulate strategies to address problem areas.

- **Advisory Board on Campus Safety and Security** - meets at least 4 times yearly since 1992 to discuss Policing and related security issues on campus. Committee involvement from faculty, administration, student groups and staff members ensure that there is representation from all segments of the community.
- **Orientation Presentations** – UTSC Police provide officers to speak with Orientation leaders. Officers answer safety related questions and advise leaders on safety related issues.
- **Alcohol Awareness** - Alcohol awareness seminars are conducted by UTSC Police using Fatal Vision Goggles to simulate alcohol impairment. Students perform various functions while wearing goggles that impair their sense of perception, similar to alcohol.

COMMUNITY PARTICIPATION

Traffic Safety Program – a Traffic Safety Program was introduced in 2000 to increase the safety of the campus for all users. UTSC Police increased mobile patrols and investigated motorists for various traffic safety related occurrences on campus.

Cops For Cancer Head Shaving Event – UTSC Police officers participated in the Cops For Cancer Head Shaving Event in April. This was the 5th annual head shave event on campus held in the Meeting Place at the University of Toronto at Scarborough. The event was attended by students, staff, faculty and visitors and all funds raised were donated to the Canadian Cancer Society. The UTSC event has raised over \$35000.00 to date.

Law Enforcement Torch Run – University of Toronto Police officers participate annually in the Toronto segment of the Law Enforcement Torch Run. Money raised by officers was donated to the Special Olympics Fund.

Community Safety Booths – UTSC Police officers participated in many Community Safety Booths on campus, providing crime prevention and personal safety awareness tips to members of the University of Toronto at Scarborough community.

Child Safety Seat Coalition – UTSC Police have one officer trained as a child safety seat inspector. The officer, as part of the Child Safety Seat Coalition, attends day long child safety seat clinics throughout the city of Toronto.

UTSC Police Ride-Along Program – This program gives community members the opportunity to patrol with a UTSC Police Officer. It provides participants an opportunity to learn about the UTSC Police, its functions, personnel and the department policies and procedures.

Crime Prevention Through Environmental Design (CPTED) – Four UTSC Police Officers are certified to conduct vulnerability and threat assessments for the campus. Using architectural drawings, on-site visits and consultations with architects and engineers, practitioners provide advice to avoid creation of areas that could be considered “crime friendly”. The assessments evaluate both existing campus sites as well as new construction and renovation sites. This process addresses security needs quickly and effectively.

Ontario Police Officer Memorial – UTSC Police officers attended and participated in the annual march to Queens Park Circle.

Advisory Committee on Safety and Security – A UTSC Police officer sits on this committee and represents the Service.

Fire Safety Committee – A UTSC Police officer sits on this committee and represents the Service.

Health and Safety Committee – A UTSC Police officer sits on this committee and represents the Service.

KEEPING THE UTSC COMMUNITY INFORMED

- Development and delivery of personal safety seminars to various divisions, departments or student groups on campus. This service is available to all members of the campus community.
- Issued Community Advisory alerts to the campus community through the use of designated bulletin board and other mediums.
- Participated in the training of Residence Advisors for the Student Housing and Residence Life office.
- Prepared a handbook entitled Guide To UTSC Police Services and Community Partnership Programs. This handbook is available to all community members and can be obtained from the UTSC Police office.
- UTSC Police website features information on police programs, services, campus safety and security and campus resources.
- Campus wide e-mail distribution informing or advising the UTSC community of recent crime patterns, alerts and/or public safety notices.
- Door-to-door canvassing in the student residences alerting students to potential offenders seen within the campus residence community.
- Co-Ordinate Student Crime Stoppers by publicizing various crimes and seeking the assistance of the community in solving them.

TRAINING

In 2005, the University of Toronto at Scarborough Police Services have continued to look to both external agencies and in-service trainers for the purpose of fulfilling the training needs of its Special Constables. UTSC Police Services has continued conducting regular mandatory in-house training sessions for all Special Constables. In 2005 UTSC Police has also moved toward implementing on-line intranet training as an integral part of the on-going program for front-line officers. It is anticipated that this will be fully implemented in 2006.

The University of Toronto at Scarborough Police Services is committed to the improvement of front-line training for officers that is reflective of the diverse needs and expectations of the university community. UTSC Police has moved forward in this manner by ensuring officers have received instruction in diversity with further training scheduled for all officers in this area for May 2006. This commitment is also reflected in the certification of one of our officers as a Provincial Use of Force Instructor and the certification of other officers in Ontario Police College courses such as General Investigations and Advanced Patrol Training. Finally, mandated Use of Force training was conducted in early 2005 for all UTSC officers.

Our training is designed to meet the needs of the UTSC community in combination with directives from the Toronto Police Services Board. Our contract with the Toronto Police Services Board requires that training be maintained at a standard acceptable to the Board. The training program is developed through consultation with the community, other institutions and debriefing of situations. Recommendations from all levels of police personnel contribute to the process of designing the courses to meet the specific needs of the UTSC Police and the community. The training curriculum is designed to ensure a balanced mix of mandatory skills training, sensitivity to a University environment and practical field experience. The use of classroom lectures, seminars and the participation of in-group discussions approximate campus-policing situations. Campus resources are used where possible, but due to the unique policing challenges on a campus setting, outside resources are occasionally used as well.

Please see the Training Initiatives on page 15 for a list of training course/sessions attended by UTSC Police Officers.

COMPLAINTS

All public complaints relating to the conduct of UTSC Police Services Special Constables are divided into two categories, criminal and non-criminal. Criminal complaints are immediately forwarded to the Officer in Charge at 43 Division of the Toronto Police Service, while non-criminal complaints are forwarded to the Unit Commander, Complaints Review of the Toronto Police Service to determine who will investigate the complaint. All complaint investigations are conducted in accordance with the Toronto Police Service Public Complaints Procedure. At the conclusion of the all investigations, complainants are advised of the findings and informed of the option to appeal the findings to the Assistant Principal (Business and Administration) and Chief Administrative Officer with the University of Toronto at Scarborough. Appeals may also be made at higher levels within the University of Toronto administration or through the office of the University of Toronto Ombudsperson.

The investigative findings categories are:

Unsubstantiated: - no evidence exists to support the allegation
 - evidence exists, that if believed, would not constitute misconduct
 - the identification of the officer involved cannot be established

Substantiated: - complaint found to be supported by statements or evidence

Informal Resolution - mediation and successful conclusion of a less serious complaint

Pending: - investigation not yet completed

There was one complaint against a member of the University of Toronto at Scarborough Police Services in 2005. It was alleged that two officers acted improperly in investigating and laying a charge against the complainant. The matter was investigated by a Toronto Police Service Professional Standards Bureau and determined to be unsubstantiated.

Total Number of Complaints	Investigated by Agency	Investigated by Toronto Police Service	Number Resolved	Number Outstanding
1	0	1	1	0

2005 STATISTICS

INCIDENT TYPE	2005
Break and Enter	3
Robbery	2
Theft Over \$5000	7
Theft Under \$5000	60
Theft Of Bicycles	3
Disturb Peace	3
Indecent Acts	3
Mischief/Damage	46
Warrants	0
Sexual Assaults	1
Assaults	11
Assault Police	1
Harassment/Threatening	10
Fail To Stop	4
Liquor License Act	13
Provincial/Municipal By-Laws	4
Drugs	7
Counterfeit Money	8
Fraud	8
Impaired Operation of a Motor Vehicle	2
Trespass By Night	1
False Alarm Of Fire	3
Other Criminal Code (not listed)	9
TOTAL	214
Other Activity	2005
Alarms (Intrusion/Motion/Burglary)	753
Fire Alarms/Fires	50
Assist Other Agencies	5
Investigate Suspicious Persons	47
Investigate Suspicious Circumstances	92
Investigate Suspicious Vehicles	28
Trespass Caution	43
Trespass Charge	40
Medical Call (Sick/Collapse)	74
Insecure Premise	13
Motor Vehicle Collision	25
Mental Health Act	5
Suicide	0
Attempt Suicide	3
Miscellaneous	26
UTSC Patrol and WalkSafer Escorts	862
TOTAL	2066

STATISTICS - A FOUR YEAR COMPARISON

CRIME AND OCCURRENCE REPORTS

REPORTS	2004	2003	2002	2001
OCCURRENCE TYPE				
• Assaults (all except Sexual)	10	8	6	8
• Sexual Assaults	0	2	0	1
• Threats/Harassment	14	19	17	11
• Theft of Property (Except Bikes)	100	70	84	75
• Theft - Bikes/Bike parts	2	0	0	0
• Break, Enter and Theft	5	2	18	2
• Mischief/Damage	62	48	45	51
• Trespass (Cautioned)	109	156	145	151
• Trespass (Charged)	68	34	38	32
• LLA	10	3	2	15
• Municipal (By-Law)	7	8	29	9
• Other Criminal Code	86	3	51	54
TOTAL:	473	353	435	409
NON-CRIME OCCURRENCES				
• Personal Injury/Sickness	48	55	44	39
• Property Related/other activity	973	290	311	177
TOTAL:	1021	345	355	216

Highlights of Reporting Year

UTSC Police held their 1st Annual Awards Ceremony in June 2005. A Distinguished Service Award was given to a community member in recognition of significant and ongoing assistance in support of UTSC Police and their efforts to make UTSC a safer campus. Five, Ten and Fifteen Year - Dedicated Service Awards were also issued to nine qualifying UTSC Police officers.

UTSC Police Services continued to be active in the community by holding their 5th Annual Cops for Cancer FundRazor event. To date, UTSC has raised over \$35000.00 for the Canadian Cancer Society through the great event.

UTSC Police also hold an annual Road Safety Week to promote traffic safety awareness on campus, and participate in a variety of other community events that afford the opportunity for the University Police to maintain a working relationship with the community.

The Anti-Graffiti Program has continued to enjoy great results. A joint effort by the Scarborough Campus Student's Union and UTSC Police has raised awareness among community members of the real costs and effects of graffiti on campus through an extensive advertising, education and enforcement campaign. This has resulted in a dramatic decrease in graffiti related property damage at UTSC in 2005.

In addition, the University of Toronto at Scarborough Police Services continues to operate UTSC Patrol, a student patrol and escort service designed to provide a safer alternative to walking alone at night, and the Lone Worker Program, designed to allow staff and faculty on campus to "check in" with UTSC Police Services while working after hours.

MONETARY VALUES

CATEGORY	2005	2004
THEFT:		
- UofT (including losses due to Break and Enters)	\$12,222.00	\$39,002.22
- Personal Property	\$84,713.21	\$73,015.72
MISCHIEF:		
- UofT	\$8,985.00	\$32,925.00
- Personal Property	\$5,185.00	\$15,328.78
RECOVERY:		
- UofT	\$0	\$871.28
- Personal Property	\$5,165.00	\$415.00

UNIVERSITY OF TORONTO SCARBOROUGH POLICE SERVICES

TRAINING INITIATIVES

Mandatory Training

Course/Topic	Delivered By	Duration	Number who received Training
Annual Use of Force	University of Toronto Police	16 hours	11
First Aid & CPR Recertification	University of Toronto Police	8 hours	13
Diversity	University of Toronto Police	6 hours	11

Additional Training

Course/Topic	Delivered By	Duration	Number who received Training
Diversity Instructor's Course	Ontario Police College	1 week	1
Use of Force Instructor	Ontario Police College	3 weeks	1
General Investigator Course	Peel Regional Police	2 weeks	1
Advanced Patrol Training	Peel Regional Police	1 week	2
CPTED	Halton Regional Police	1 week	1
Ethics	Magna Carta	4 hours	13
Federal and Provincial Legislation	University of Toronto Police	6 hours	11

PARKING ENFORCEMENT 2005

PARKING TICKETS ISSUED AT UTSC IN 2005	3468
PARKING TICKETS ISSUED AT UTSC IN 2004	3437