

ANNUAL REPORT

2008



A Special Constable Service

UNIVERSITY OF TORONTO SCARBOROUGH

1265 Military Trail
Scarborough, Ontario
M1C 1A4

General: (416) 287-7398 Fax: (416) 287-7641

E-Mail: communitypolice@utsc.utoronto.ca

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UNIVERSITY OF TORONTO SCARBOROUGH

U of T Scarborough, founded in 1964, is one of three campuses of U of T (St. George, UTM are the others). U of T Scarborough provides undergraduate and graduate studies and the University of Toronto's only co-op educational programs. Our campus has become the choice destination for thousands of students from across Canada and around the world and continues to experience unprecedented growth.

Between 2002 and 2008, U of T Scarborough added six new, leading-edge facilities as part of its \$150 million capital expansion - the largest in campus history. This expansion includes the new Science Building. Designed by Moriyama & Teshima Architects, in association with Watson MacEwen Architects, it extends from the existing science wing and has a view over the Highland Creek Ravine. It houses 16 laboratories and associated support areas; offices for faculty as well as work space for research assistants, post-doctoral fellows and graduate students; meeting rooms; lounges and a 250-seat lecture theatre.

The design includes floor-specific themes, including environmental chemistry, plant and microbial molecular biology and other life sciences. Each floor fosters a highly-integrated approach to research and shared common space that enhances opportunities for academic and social discourse between researchers.

Enrolment at U of T Scarborough has increased from 6,000 undergraduate and graduate students in 2001 to over 10,000 students in 2008, 7.6% of which live on campus. UTSC also has an operating budget in excess of \$75M, with over 600 academic and non-academic staff.

U of T Scarborough'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. U of T Scarborough student residences are divided into four phases consisting of 114 townhouses and 59 apartment suites accommodating approximately 767 students and visitors year-round.

Located on 300 acres of parkland, U of T Scarborough is one of Canada's most beautiful and picturesque campuses.

The University of Toronto Scarborough Campus Community Police experienced a great deal of administrative change in 2008, with the appointment of a new Director of Campus Safety and Security in February, and a new Manager of Police in August.

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

The U of T Scarborough Campus Community 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 and municipal by-laws on University of Toronto property. Officers also enforce certain University and parking regulations.

U of T Scarborough Campus Community 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 Community Police and Parking Services office is located in Sciences Wing room S-304, overlooking the Meeting Place.

The UTSC Community Police recognize everyone has a role in creating an equitable and inclusive environment, as well as in the accommodation process and the identification, removal, and/or reduction of barriers. The consultative relationship among the members of the University community is based upon a shared desire for an open, supportive learning and working environment, and a shared respect for individual rights and dignity. The UTSC Community Police are therefore striving to form and maintain partnerships with organizations on campus to ensure an environment in which everyone feels safe to study, work and play is maintained.

UTSC Community 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 Community Police also coordinate the UTSC Building Patrol, which operates year-round. 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.

Highlights of Reporting Year

The University of Toronto Scarborough Community Police Service remains committed to continuous improvement of our campus Emergency Response Plan and Procedures. The Service has also continued to be active in the community with events such as the annual Cops for Cancer Fund Raising event, Alcohol and Drug Awareness sessions, as well as entering a team in the MS Bike Tour. This interaction affords the UTSC Community Police with the opportunity to maintain a working relationship with the community.

In 2007 UTSC Community Police continued with a pilot project, started in 2007 in conjunction with Campus Crime Watch (an affiliate of Neighbourhood Watch), an internet based campus safety & security resource that still continues. In addition, UTSC Community Police operate the UTSC Patrol, a security patrol and safety escort service designed to provide a safer alternative to walking alone at night, the Lone Worker Program designed to allow staff and faculty on campus to “check in” with UTSC Community Police Services while working after hours, the Anti-Graffiti Program, designed to raise awareness of graffiti on campus among community members through advertising and enforcement, and the Student Crime Stoppers program in which UTSC Community Police work in partnership with the University community and Toronto Police Service to encourage those students who are reluctant to come forward with information regarding criminal activity, to do so anonymously.

In October, 2008, the University of Toronto Scarborough Campus Community Police hosted a three day seminar on Critical Incident Management, concentrating on a Unified Command Structure to deal with possible critical incidents occurring on campus. The UTSC Community Police sponsored both 43 Division and EMS personnel attending this seminar. As a result three Staff Sergeants from 43 Division along with senior EMS personnel received mutual training with University personnel.

PURPOSE/MANDATE

PURPOSE

Our police service proudly serves the University of Toronto Scarborough Campus in a manner that we hope demonstrates our dedication to our core values of being the best Special Constable Police Service, providing the highest standard of professionalism in partnership with our community.

Our special constable police service is extremely dedicated to the core principals of community policing. In fulfilling this purpose, the University Police work in partnership with the community in developing programs and conducting activities to promote safety and security on campus. The partnerships we forge today are the foundations for building and strengthening our community's need to create and sustain a positive, nurturing environment that is so vital for the growth of our future leaders.

MANDATE

In fulfilling this purpose, UTSC Community 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:

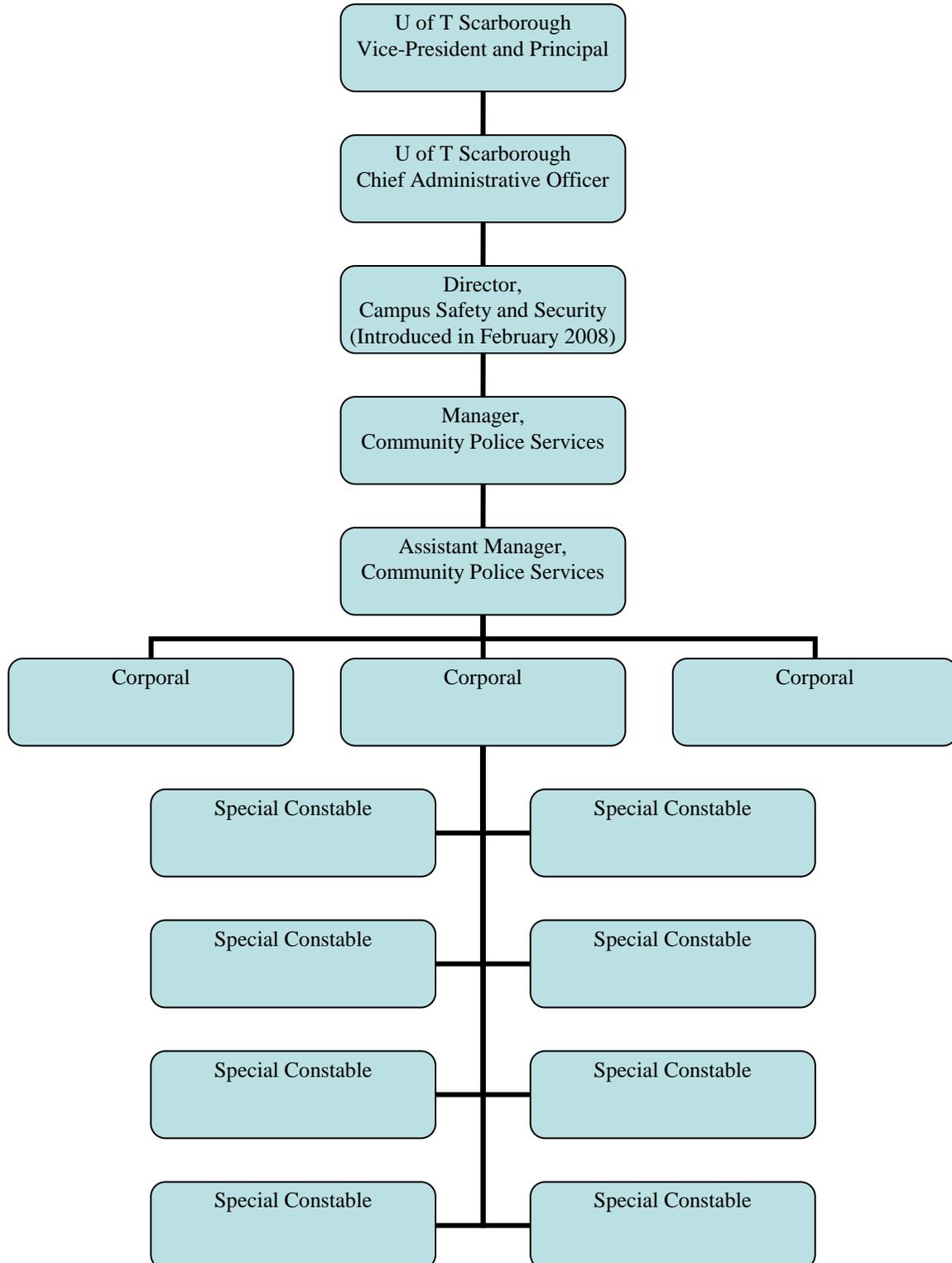
- personal safety
- protection of property
- conflict resolution
- maintenance of public order
- community service and referral
- emergency response assistance
- crime prevention and detection
- enforcement of the criminal code and selected provincial and municipal statutes and University policies and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

VALUES

In meeting this mandate, the actions of the UTSC Community Police are 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

UNIVERSITY OF TORONTO SCARBOROUGH COMMUNITY POLICE RANK STRUCTURE



COMMUNITY-BASED POLICING AT SCARBOROUGH

Community Based Policing is a reactive, proactive, and coactive approach to policing that redefines the roles and relationships between the police and the community. It requires shared ownership, decision making and accountability, as well as a sustained commitment from both the police and the community. UTSC Community 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 U of T Scarborough 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 Community 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 Community Police:

- **Emergency Telephone Monitoring and Response** – UTSC Community Police monitor and respond to calls placed from the 53 emergency telephones on campus. In addition, UTSC Community Police print and distribute emergency telephone number stickers to all internal telephones on campus and maintain a telephone number location directory to assist in responding to emergency calls.
- **Alarm Monitoring and Response** – Numerous intrusion and panic alarms are monitored internally by U of T Scarborough Community Police. These alarms and others (monitored by contract companies) are responded to by UTSC Community Police when activated.
- **General Police Patrol** – UTSC Community 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.
- **UTSC Building Patrol** - operated during the academic year, the service utilizes uniformed patrollers to escort community members to or from any campus location or nearby public transit stops during the evenings. Patrollers are also responsible for checking identification and ensuring that campus users are part of the U of T community. They 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.
- **Student Crime Stoppers** – UTSC Community Police work in partnership with the University community and encourage students to come forward with information regarding criminal activity. This program is designed to bring students, the community and police together to create a harmonious and safe learning environment.

- **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.
- **Emergency Locating Service** – UTSC Community Police assist in locating community members in the event of an unforeseen emergency.
- **Safety Audits** - performed upon request and in response to renovations or as new situations arise, audits are completed and recommendations are made with respect to the safety of people and property. This year, safety audits were conducted on the Valley, campus emergency phones, traffic safety, and parking lots.
- **Car-Booster Battery** – UTSC Community Police maintain a number of battery packs for sign-out to assist persons with dead car batteries.
- **Student Leader Orientation Events** – UTSC Community 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 Community Police participate in the annual Residence Advisor training providing resource material and an introduction into services available. Emphasis is made on sexual assault response and to Rohypnol (the “Date Rape Drug”) and alcohol abuse issues.
- **“Call Police” Highway Signs** - signs are distributed to promote safety while traveling and to assist in the introduction of community members to UTSC Community Police personnel (by attracting visitors to displays, the Police Office, etc.)
- **Interim Room** – UTSC Community Police assist victims as needed in finding safe emergency shelter, including an Interim Room at U of T Scarborough.
- **Underground Newspaper Safety Articles** – Officers prepare safety related articles which are printed in the Underground student newspaper. The articles relate to safety issues, matters of law enforcement and crime prevention techniques.
- **Orientation Presentations** – UTSC Community 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 Community 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

Cops For Cancer Head Shaving Event – UTSC Community Police host an annual Cops for Cancer Head Shaving Event in the Meeting Place each spring. The event is attended by students, staff, faculty and visitors and all funds raised are donated to the Canadian Cancer Society. The U of T Scarborough community has donated more than \$50,000 to date to this cause.

Law Enforcement Torch Run – UTSC Community Police participate in the annual Law Enforcement Torch Run held in Toronto. Money raised by officers was donated to the Special Olympics Fund.

Community Safety Booths – UTSC Community 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 Scarborough community.

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

Crime Prevention Through Environmental Design (CPTED) – Four UTSC Community 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 on campus sites as well as new construction and renovation sites. This process addresses security needs quickly and effectively.

Advisory Committee 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.

Ontario Police Officer Memorial – UTSC Community Police officers attend and participate in the annual march to Queens Park Circle.

Fire Safety Committee – A UTSC Community Police officer participates in the quarterly Fire Safety Meeting with other Facilities Services personnel and with the Fire Safety Consultant to discuss matters relating to Fire Safety. In addition, UTSC Community Police prepare a Fire Safety Report for the consultant detailing events of interest to ensure that appropriate attention and follow-up.

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

Residence Advisor Meetings – Officers meet with Residence Advisors regularly and discuss safety related issues.

KEEPING THE U OF T SCARBOROUGH COMMUNITY INFORMED

- Advisory Committee on Campus Safety and Security - meets at least 4 times yearly to discuss Policing as well as related safety and 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.
- 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.
- Community Alerts/Information Bulletins, etc. – UTSC Community Police have developed three levels of communication to keep the community informed about campus incidents and news using various methods. These methods are as follows:
 - Community Alerts
UTSC Community Police issue Alerts when a crime has been committed, on or near campus, and it is a crime for which the perpetrator(s) have not yet been apprehended and/or may pose a threat to our community.
 - Community Information Bulletin
These are used to inform and educate our community about personal and community safety. These bulletins are issued periodically and include safety tips as well as information about current trends in crime and crime prevention. This formation complements existing education and information sharing by the UTSC Community Police to our community. Safety information is also available on campus digital displays and in the student newspaper.
 - Appeals for Information
These are used to request the communities assistance in providing information in relation to a specific incident that occurred on or in relation to the University of Toronto Scarborough Campus.
- Posted safety and security information, event notification and campus rules and regulations education information of the campus Digital Displays.
- Prepared, circulated and posted a UTSC Community Police Safety Programs brochure. This is updated each term and provides information on the many safety and security services provided by the U of T Scarborough Community Police.
- UTSC Community Police website features information on police programs, services, campus safety and security and campus resources.
- As required, 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.
- Residence Advisor Meetings – Officers meet with Residence Advisors regularly and discuss residence safety related issues.

TRAINING

The University of Toronto Scarborough Community Police have made great strides in recent years in the quality and extent of training for front-line officers and this success continued in 2008.

In addition to mandatory training requirements, officers continued to attend Advanced Patrol Training. All officers have now completed this course. There are now a total of four officers who have completed the General Investigators Course and one officer has been certified as a Scenes of Crime Officer. Four Officers are also CPTED (Crime Prevention through Environmental Design) Level 1 and 2 practitioners. Check numbers

The University of Toronto Scarborough Campus Community Police has further expanded training resources by becoming a member of the Ontario Association of Police Educators and remaining active with the Toronto Learning Network as well as the Ontario Police Training Video Alliance (OPTVA). As such, we liaise extensively with municipal and regional police services in an effort to meet the needs of an expanding and diversified community.

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 Community 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.

Most prospective candidates for employment have graduated from a recognized Community College Police Foundations program or a 2-year Law and Security program or is a graduate from a recognized police college which provides a solid foundation for campus policing. A combination of education and work experience is acceptable provided the candidate meets all other recruiting conditions. Most candidates have additional education or work experiences that augment the minimum requirements.

The UTSC Police Service is committed to recruiting constables who have demonstrated high standards of achievement in their academic and previous work experiences. It is also committed to providing on-going training that ensures knowledge and skills are pertinent, relevant and current in the University environment.

Please see the Training Initiatives on page 10 for a list of training course/sessions attended by UTSC Community Police Officers.

TRAINING INITIATIVES

Course/Topic	Duration
Community Based Policing	1 Hour
Problem Oriented Policing	1 Hour
Critical Incident Management Training	24 Hours
Annual Use of Force	8 Hours
Automated External Defibrillators/CPR	6 Hours
Note-taking	1 Hour
Field Information Reports	1 Hour
Bird Flu	1 Hour
Terrorism	1 Hour
Domestic Violence	1 Hour
Communicable Diseases	1 Hour
In-Service Training	6 Hours

COMPLAINTS

All public complaints relating to the conduct of UTSC Community Polices 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 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 were no complaints against University of Toronto Scarborough Community Police Services Special Constables in 2007.

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

2008 STATISTICS

INCIDENT TYPE	2008
Break and Enter	6
Robbery	0
Theft Over \$5000	1
Theft Under \$5000	61
Theft Of Bicycles	4
Disturb Peace	2
Indecent Acts	1
Mischief/Damage	30
Warrants/Bail Violations	1
Sexual Assaults	3
Assaults	5
Assault Police	1
Harassment/Threatening	1
Fail To Stop	0
Liquor License Act	6
Provincial/Municipal By-Laws	5
Drugs	3
Counterfeit Money	1
Fraud	13
Impaired Operation of a Motor Vehicle	0
Trespass By Night	0
False Alarm Of Fire	0
Other Criminal Code (not listed)	5
TOTAL	149
Other Activity	2008
Alarms (Intrusion/Motion/Burglary)	517
Fire Alarms/Fires	20
Fire Panel Trouble	132
Assist Other Agencies	3
Investigate Suspicious Persons	5
Investigate Suspicious Circumstances	10
Investigate Suspicious Vehicles	1
Trespass Caution	5
Trespass Charge	4
Medical Call (Sick/Collapse)	82
Insecure Premise	9
Motor Vehicle Collision	14
Mental Health Act	6
Suicide	0
Attempt Suicide	3
Walk Safe Escorts	166

TOTAL	977
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**STATISTICS - A FOUR YEAR COMPARISON
CRIME AND OCCURRENCE REPORTS**

REPORTS	2008	2007	2006	2005
OCCURRENCE TYPE				
• Assaults (all except Sexual)	6	15	6	12
• Sexual Assaults	3	1	2	1
• Threats/Harassment	1	5	5	10
• Theft of Property (Except Bikes)	62	33	62	67
• Theft - Bikes/Bike parts	4	0	0	3
• Break, Enter and Theft	6	9	9	3
• Mischief/Damage	30	26	35	46
• Trespass (Cautioned)	5	23	22	43
• Trespass (Charged)	4	18	15	40
• LLA	6	28	11	13
• Municipal (By-Law)	5	4	4	4
• Other Criminal Code	5	6	6	55
TOTAL:	137	158	177	297
NON-CRIME OCCURRENCES				
• Personal Injury/Sickness	82	70	65	74
• Property Related/other activity	994	754	422	1047
TOTAL:	1076	824	487	1121