

Campus Safety Forum
Recommended Syllabus Statements on Personal Safety Practices
Spring 2010

For classes that end after 4 p.m.

Your personal safety on campus is one of BSC's top concerns. We recommend, therefore, that you follow a few simple guidelines to help ensure that you feel secure while traveling between buildings and parking lots:

- Travel with at least one other person at all times. Find someone in your class who leaves campus at the same time that you do, and arrange to park in the same general area so that you can walk together to the parking lot.
- If you must walk alone after class, contact the University Police for a walking escort: **878-6333**. You can also take the escort shuttle van from the circular drive in front of Cleveland Hall and from blue-light phones to most parking lots and buildings.
- Call someone before you leave your building to let them know you are leaving campus and what time you plan to arrive at your destination.

For classes whose projects require work in campus buildings after hours

Your personal safety on campus is one of BSC's top concerns. We recommend, therefore, that you follow a few simple guidelines to help ensure that you feel secure while working in campus buildings at night and after most offices are closed:

- Your department has defined approved hours, **10 p.m. – 2 a.m.**, for student access to the building and equipment after hours. Please take these hours into account when planning your work schedule to ensure that you are helping the department and University Police to maintain a safe campus environment.
- Sign up for a working buddy in class when your after-hours project is assigned. Choose someone whose level of expertise or experience in the class is roughly equivalent to yours, and make an agreement to work or study together until both of you have completed your projects, even if this process takes several evenings to complete.
- If your class buddy cannot come to one of your work sessions, find another friend or a family member to come with you instead. Let your professor know via email or phone who will be working with you that night and how long you plan to stay.
- When you arrive on campus, call the University Police to let them know where you are working and how long you will be there. Ask them when they will patrol your building and how often you should expect to see an officer walk by: **878-6333**.
- Call someone off-campus to let them know where you are working and how long you will be there.
- If you see anyone you do not recognize or any suspicious activities, contact University Police immediately and stay in a secure location until they arrive.