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Public Safety Collection
1966-present

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Arranged and Described
by
Deborah Simpson
Archives and Special Collections Staff

Tara L. Hurt, Archivist, Head Archives & Special Collections

March, 2004
Willimantic, Connecticut

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BRIEF DESCRIPTION OF THE COLLECTION

Title	Public Safety, 1966-present.
Extent	3 linear feet. 5 boxes.
Arrangement	The material in this collection was divided into nine series. Within each series material is arranged chronologically.
Provenance	This collection was created by the Archives staff.
Finding Aid	Printed finding aid available in repository. Electronic version: http://ecsu.archives.s3-website-us-east-1.amazonaws.com/
Preferred Citation	[Series, Date, Folder description], Public Safety, 1966-present. University Archives, J. Eugene Smith Library, Eastern Connecticut State University, Willimantic, Connecticut 06226
Access points	Campus police. Willimantic State College Eastern Connecticut State College Eastern Connecticut State University.
Restrictions	None.
Document types	Correspondence. Publications. News clippings. Fliers. [printed matter]

SCOPE AND CONTENT NOTE:

This collection contains information related to the activities of the Campus Police including public safety and environmental issues at Eastern Connecticut State University. The collection offers a selection of departmental reports, correspondence, policies and procedures.

SERIES DESCRIPTION:

Series I - Committees

This series includes minutes from committee meetings related to public safety from 1970-1996.

Series II - Correspondence

This series is made up of both incoming and outgoing correspondence, including special press releases related to parking, safety and leadership from 1973 to present.

Series III - Events

This series contains information about events hosted by the police department to promote public safety including annual fire extinguisher safety events, Open Rec Night, National Police Week, Special Olympics Torch Run as well as swearing in and retirement gatherings.

Series IV - Policy and Procedure

This information provided in this series relates to the running of public safety department as well as policies designed to aid in the safety of the campus community from 1966 to present. These include parking regulations, emergency procedures, judicial procedures as well as environmental safety issues.

Series V - Programs

This series offers information about programs related to public safety including safety training programs, environmental issues and internships. This material dates from 1993-present.

Series VI - Publications

This series contains a variety of pamphlets, brochures and safety manuals designed for the instruction and education of Eastern students, faculty, and staff.

Series VII - Reports

This series offers bulletins and reports on issues including judicial hearings, parking and local crime reports.

Series IX – Photographs

This series includes group photographs of the university public safety officers and staff.

RELATED COLLECTIONS:

Further information on public safety may be found in the following collections: Annual Reports, Administrative Affairs / Policy and Procedures and Photographs and in the following publications: *Alumni Newsletter*, *Eastern Magazine*, *Newsflash*, Undergraduate Catalog and annual yearbooks.

The University Archives has a substantial collection of university archives material and also houses the Connecticut Studies Collection. For more detailed information on these collections please speak with a staff member, call 860-465-5563 or visit the Smith Library Archives & Special Collections online at <http://ecsu.archives.s3-website-us-east-1.amazonaws.com/>

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<u>Box</u>	<u>Folder</u>	<u>Date</u>
Series I - Committees		
1	Campus Traffic Board	1970
	Temporary Parking Program	1971
	Traffic-Minutes	1974-75
	Campus Traffic Board	1975
	Traffic-Membership	1976-81
	Computer Oversight	1982
	Traffic-Minutes	1984-85
	Parking & Traffic	1987-88
	Campus Assistance Team	1996
	Safety Committee Meetings	2000
	Safety Committee Meetings	2001
	Environmental Audit	2001
Series II - Correspondence		
	Parking Sticker Logo	10 May 1973
	Parking Stickers	Fall 1973
	Available Parking	14 February 1974
	Parking Stickers	29 August 1974
	Parking space shortage	19 July 1976
	Need for additional safety officers	1979-1980
	Establishing Traffic Regulations	March 1981
	Lack of police personnel	2 May 1983
	Traffic Appeals & Parking Regulations Committees	31 August 1983
	Request for police officers at student event	26 October 1983
	Parking Committee	1985-1986
	Parking Program, 1985-1986	10 September 1986
	Safety concerns in Student Center	29 October 1987
	Goals of the Campus Police	9 May 1988
	Centralized Lost & Found	14 March 1994
	"A Tea Party..."	March 1996
	Open House	5 September 1996
	Open Rec Nite	12 February 1997
	New director – Lewis Perry	31 March 1998
	Fire drills	Fall 1999
	McBride - appointed to African-American Affairs Commission	15 February 2001
	C.O.P.S. Open Rec Nite	7 December 2001
	Parking update	27 September 2002
	Campus Alert - safety notice	14 November 2002
	Environmental Health & Safety notices	24 February 2003
	General	Fall 2003
	Officer Hazzard promoted	9 January 204
	General	Spring 2004
	General	Fall 2004

<u>Box</u>	<u>Folder</u>	<u>Date</u>
Series II - Correspondence		
1	Officers promoted: Schneider, Botting & Wright	4 March 2005
	General	Fall 2005
	Appointment of Director – Jeffrey Garewski	September 2005
	General	Spring 2006
	Appointment of Officer – Gerent	July 2006
	Police Explorer Training Camp	24 July 2006
	General – Nunez Inauguration	Spring 2007
	General - Crime Alert	Fall 2007
	Torch Run for Special Olympics – Excellence Plaque	22 February 2008
	General	Spring 2008
	General	Fall 2008
	General – Special Olympics Torch Run	Spring 2009
	Explorer Academy Tests	Summer 2009
	New Public Safety Building	Fall 2009
	General – Car seat safety clinic	Fall 2009
	General	2009
	General - Lt. McBride Retirement	Spring 2010
	General – Shuttle schedule	Fall 2010
	General	Spring 2011
	Jail and Bail	April 2012
	General – Special Olympics Torch Run	Spring 2012
	General – Open Rec Nite	Fall 2012
	General	Spring 2013
	General – Tip-A-Cop	Fall 2013
	Missing Student	April-May 2013
	General – National Police Officer’s Week	Spring 2014
	General	Fall 2014
Series III - Events		
2	New Offices – Winthrop Hall	23 Aug 1978
	New Safety Director introduced – Ronald W. Shaw	25 January 1981
	Brian Shanley - New Police Chief	[1984]
	ID photographs (Larry LaFlamme)	31 January 1985
	Officer Velazco promoted & Bruce joins the force	Fall 1985
	Speak Out Today	18 April 2001
	National Police Officers Month – exhibit	May 2001
	Special Olympics Torch Run	7 June 2001
	Open Rec Nite (6 th Annual)	7 Dec 2001
	National Police Officers Week	12-19 May 2002
	Fire Extinguisher Training	17 October 2002
	Swearing-In Ceremony – Chief Perry	11 December 2002
	National Police Officers Month – exhibit	May 2003

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Series III - Events		
2	Open Rec Night	December 2003
	National Police Officers Month – exhibit	May 2004
	Open Rec. Night	3 December 2004
	Nat'l Police Officers Month	May 2005
	Torch Run for Special Olympics	June 2005
	Open Rec. Night (10 th Annual)	2 December 2005
	National Police Week	14-20 May 2006
	Special Olympics Torch Run	6 June 2006
	Chemical Spill Drill	11 July 2006
	Campus Fire Safety Month	September 2006
	Open Rec. Night	1 December 2006
	Retirement- Louise Wright	27 April 2007
	National Police Officers Week	May 2007
	Open Rec. Night	7 December 2007
	National Police Officers Week Ceremony	11 May 2008
	Special Olympics Torch Run - June	July 2008
	Special Olympics Torch Run - June	August 2009
	CERT –community emergency response training	January 2010
	Special Olympics Torch Run – June	August 2010
	Jail-n-Bail	April 2012
	Jail and Bail	20 May 2013
	Torch Run & Police Training	July 2013
	Tip-A-Cop	December 2013
Series IV - Policy and Procedure		
2	Parking	1966
	Parking	1969
	Parking	1971-1973
	Alcohol	1973
	General	1973
	Parking	1974
	Field Trips	1974
	Departmental Security	1975
	Alcohol	1975
	Parking	1977-1978
	Parking	[1979]
	Security	4 December 1980
	Sexual Harassment	[1980s]
	Parking	1980
	Parking	1981
	Alcohol	1981
	Parking	1982

<u>Box</u>	<u>Folder</u>	<u>Date</u>
Series IV - Policy and Procedure		
2	Snow Closing	1983
	Parking	1984
	Parking-Handicap/Disability	1984
	Parking	1985
	Parking	1986
	Use of State Vehicles	1986
	Campus Judicial System	1987
	Parking	1987-1989
	Bomb Threat Plan	1988
	Alcohol/Drug	1989
	Parking	1992-1993
	Environmental Health (1of 2)	1 November 1993
	Environmental Health (2 of 2)	1 November 1993
	Parking	1993-1994
3	Parking	1994-1995
	Community Oriented Policy Plan	1995
	Parking	1996-1997
	Parking	1998-1999
	Violence in the Workplace	1999
	Parking	[2000s]
	Housing	2001
	Emergency Procedures Guide	2001
	Table of Contents c.1	2001
	1- Reporting Emergencies c.1	2001
	2- Rules & Responsibilities c.1	2001
	Emergency Procedures Guide	
	3- Resources c.1	2001
	4- Communication & Media c.1	2001
	5- Medical c.1	2001
	6- Emergency Guidelines c.1	2001
	7- Command Post c.1	2001
	8- Weather Emergencies c.1	2001
	9- Evacuation Procedures c.1	2001
	10- Crisis Incidents c.1	2001
	ECSU Key Policy	Fall 2003
	Parking	2003-2004
	Parking Regulations and Campus Map	2004-2005
	Space Heater Policy	December 2004
	ESCU Vehicle Request Policy	2005
	Parking Bulletin	2005
	Parking	2005-2006
	Critical Incident Plan	2006
	Recycling Procedure	2006

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Series IV - Policy and Procedure		
3	Parking Regulations/ Campus Map	2006-2007
	Parking Regulations	2007
	Anonymous Crime Reporting Form	2007
	Emergency Procedure Guide	2007
	Parking	2008-2009
	Policy for Motor Vehicles	2012
	Campus Security	2012
	Addressing Campus Violence + Threatening Behavior	Spring 2013
	Emergency Procedures	June 2013
	Campus Resilience Enhancement	July 2013
	<i>2014 Move-In Parking</i>	18 Aug 2014
Series V - Programs		
3	Environmental Health	1993
	Addressing and Preventing Sexual Harassment	2000
	National Program Gambling Awareness Week	March 2006
	Safety Manual	May 2006
	Safety Manual (2)	May 2006
	Safety Manual (3)	May 2006
	Environmental Health	2007
	Environmental Health -Safety Alert	2007
	Environmental Health-Recycling	2007
	Environmental Health- Training	2007
	Environmental Health- Forms	2007
	Internships/Patrol/ Employment	2007
	Services	2007
	Lyme disease Awareness	2008
Series VI - Publications		
4	Violence: A Prevention Handbook	1982-1983
	Department of Public Safety	1985-1986
	Get Responsible about Drugs in College and Life	1992
	Campus Assistance Team	1999
	Parking Maps	2002
	Parking Regulations & Campus Map	2003-2004
	Web site information	2004
	Winter Safety - brochure	2004-2005
	Parking Regulations & Campus Map	2004-2005
	Parking Regulations & Campus Map	2005-2006
	Parking Regulations & Campus Map	2006-2007
	Web site information	2007

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Series VI - Publications		
4	Parking Regulations & Campus Map	2007-2008
	Parking Regulations & Campus Map	2012-2013
	Parking Regulations & Campus Map	2013-2014
	Confidential Tip Hotline	n.d
	Parking Map and Regulations	2014-2015
	Web site information	April 2015
	ECSU PD	n.d
Series VII - Reports		
	Law Enforcement Grant	1969
	Driscoll Report on Campus Security	1974-1976
	Protective Services Bargaining Unit	2 August 1977
	Crime Report	Fall 1978
	Administrative timeline	1978-present
	Crime Reports	1979
	Crime Reports	1980
	Administrative Council	1982
	Campus Police Report	1982
	Crime Reports	1983
	Hearing Officers Cases	Fall 1984
	Annual Report	22 February 1984
	Campus Parking Survey	April 1985
	Hearing Officers Cases	Spring 1985
	Hearing Officers Cases	Spring 1986
	Hearing Officers Cases	Fall 1986
	Sexual Assault	1987
	Crime Report, Incident	8 May 1987
	Crime Reports, Vandalism	6 August 1987
	Hearing Officers Cases	Spring 1987
	Freshman (resident) Parking Ban	1988
	Parking Spaces	1988
	Parking	1988
	Parking Spaces	1991
	Bulletin	1991
	Crime Report	1992
	Parking	1994
	Crime Report	1994
	Campus Crime	1995
	Bulletin	1997
	Crime Report	1997
	Recycling Committee	1998
	Crime Report	1999

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Series VIII - Reports		
4	Crime Report	2000
	Crime Report	2001
	Safe Rides	[2001]
	Crime Report	2002
	Police Department Information	[2002]
	Crime Report	2003
5	Crime Report	2004
	Uniform Campus Crime Report	2005
	Crime Reports	2005-2006
	Crime Reports	2006
	Anonymous Crime Reporting	2007
	Crime Alert	2007
	Welcome Back	[Fall 2007]
	Incident Response	2007
	Anonymous Crime Reporting	2007
	Campus Crime Report	2007
	Crime Alert	2008
	Campus Crime Report	2008
	Campus Safety Report	2009
	Campus Crime and Safety Reports	2011
	Uniform Campus Crime & Fire Safety	2013
	Uniform Campus Crime & Fire Safety (2)	2014
Series IX – Photographs		
	University Police	May 2005
	ECSU Police department	21 May 2006
	ECSU Police department	May 2007
	ECSU Police department	May 2008