

**UNIVERSITY OF WEST GEORGIA  
ANNUAL REPORT (NONACADEMIC)  
FY 2010 (July 1, 2009 to June 30, 2010)**

Department University Police

Name of Person Completing Report Thomas J. Mackel

**DEPARTMENTAL MISSION & ASSESSMENT**

1. Departmental Mission & Goals

Departmental Mission/Vision Statement :

*The officers and staff of the University of West Georgia Police Department are committed to providing the University Community with a safe and peaceful environment conducive to learning and research. Our efforts enhance the ability our students to succeed and our faculty and staff to work in an environment without fear of crime and violence.*

Departmental Goals [Align with institutional goals in 5 below]

Institutional Goal #4 - The University will maintain an environment that is safe and conducive to learning.

This year the University Police will:

- A) Initiate a student patrol. The Student Patrol will assist our police officers by handling service calls, conducting building checks and providing escorts. This will allow the police officers to spend more time conducting random patrol and spend more time investigating crimes which occur on campus.
- B) Implement the RAVE self protection system. The University has purchased the RAVE system which turns each person's cell phone into an emergency button. It is our goal to

2. Assessment Summary of Departmental Goals Addressed This Academic Year

- a) A review of incident reports show our crime level remains consistently low but the perception of crime on campus remains and issue.
- b) A review of the police budget over the last ten years shows a pattern of police positions being frozen in order to deal with budget shortfalls.
- c) An analysis of departmental fuel consumption and cost show a pattern of rising and falling costs. It is critical from a department perspective to limit increases in vehicles which consume gasoline.

3. Changes/Improvements Made as a Result of Assessment

It was determined that the greatest level of fear on campus was during the hours of darkness. The most logical solution was to increase the visibility of the police department during those hours. However, due to the cost associated with adding more police and the delay in getting officers trained, it was suggested that we implement a student patrol. A group of students will be hired to patrol the campus looking for problems. They will also provide escorts and assist motorists which will free the police officers up to do more patrolling. After selection they will be trained and then 4 will work each night, Monday through Thursday. If the program is successful, additional funding will be requested to extend the patrol's hours of operation.

The patrol vehicles which the student patrol will operate are electric GEM cars. They will operate for the full shift worked by the student patrol officers without using gasoline or have a need for oil changes and other lubricants. It is anticipated that these vehicles will save approximately 300 gallons of fuel each year compared to gasoline powered carts of the same size.

**STRATEGIC PLAN UPDATES**

The Strategic Plan (2010-2015) is designed to shape the University of West Georgia for the next five years in such a way as to place it as a **destination university**, particularly among peer universities in the state of Georgia and among those universities in the nation granting doctoral degrees in programs that balance liberal arts education with professional preparation.

4. What are your targeted expectations by 2015 for the strategic plan?

A. Increase staffing in the patrol Division to the following levels:

- 1) Day Watch Goal – 2 police officers on the weekend – 4 during the week (1 additional police position needed) plus 1 security position to cover service related duties (1 new position)
- 2) Evening Watch Goal - 5 police officers on the weekend – 10 police officers during the week (4 additional police officers needed) plus 1 additional security officer (1 new position).
- 3) Morning Watch Goal – 4 police officers on the weekend – 8 police officers during the week (3 additional police officers needed)
- 4) Provide an additional investigator to the Criminal Investigation unit and 1 clerical support. (2 new positions)
- 5) Create a Homeland Security Manager position. This person will be responsible for updating and creating emergency plans, conducting training exercises, and writing grants for training and equipment. (1 new position)
- 6) Create 2 crime prevention officer position in the Technology Unit who would be responsible for security surveys, providing crime prevention talks throughout campus, and conducting crime analysis with a the goal of creating and implementing a solution to prevent similar events. They would also assist the technology unit with maintaining the access control systems on campus.
- 7) Increase staffing to ensure we always have 2 dispatchers on at all time.
- 8) Addition of 1 dedicated locksmith. We currently share our second locksmith with AE who utilizes him as a bus driver when needed.
- 9) Install a campus wide CCTV system to be monitored in Dispatch.
- 10) Obtain a mobile command post for use in an emergency or at special events.
- 11) Construction of a facility for use by the police department designed to serve not only as a police headquarters but also a emergency command center and hardened records vault. This facility would consolidate all police/security functions under one roof and return currently used space for other departments. As envisioned this would be a minor capital project.

5. Identify the strategic plan goals pursued by your department during this academic year:

No.	Institutional Strategic Plan Goals (SPG) (2010-15)	Check the SPG pursued	Indicate your Departmental Initiatives that correspond to applicable institutional SPG
i	Every undergraduate academic program will demonstrate a distinctive blending of liberal arts education, professional competencies, and experiential learning, preparing students to be ethically responsible and civically engaged professionals in the global economy of the 21 <sup>st</sup> century.		Not applicable to this unit.
ii	Every undergraduate student will be advised to take advantage of one of multiple available learning communities. Learning communities that are available to students will include communities organized by living arrangement, by year in program, by other co-curricular associations – Honors Program, Advanced Academy, Band, Athletics, Debate, or program in the major.		Not applicable to our unit.
iii	The University will endeavor to increase enrollment in and graduation from graduate programs, including doctoral programs, that have as their mark a practical professional purpose, experiential learning opportunities, and an intellectual program informed by a foundation of liberal education.		Not applicable to our unit.
iv	The University will maintain an environment that is safe and conducive to learning.		This is our primary function and is achieved by active patrol and response to calls, our investigative functions as well as alarm

			monitoring and access control.
v	The University community will provide a balanced variety of cultural, recreational, leisure, and informal education programming opportunities for faculty, staff, and students that enhance the <b>quality of campus life.</b>		We currently provide several information programs that deal with crime prevention and dealing with active shooters. These programs are available to be taught at any time upon request.
vi	All units will strive to improve the compensation and working environment of faculty and staff in order to recruit and retain the best individuals.		We have little control over compensation but have used our agency account to begin an recognition program for those officers who display exemplary performance and fund department functions such as end of the year and Christmas dinners in which officers and spouses are invited.
vii	The University will endeavor to increase our overall enrollment to 14,500 by the year 2015.		We have a booth at all visitation days so that we can answer questions about crime and safety on campus.
viii	With our enrollment growth, West Georgia will remain committed to the following targets of academic quality: faculty-student ratio of 18 to 1; average class size of 29; full-time to part-time faculty ratio of 4.4 to 1.		Not applicable to our unit.
ix	West Georgia will develop several new facilities to improve quality along with meeting capacity demands due to enrollment growth		Not applicable to our unit.
X	Capital Campaign: The Development Office will prepare for a capital campaign to assist in meeting the long-term needs of the University of West Georgia.		Not applicable to our unit.
xi	Communication and Marketing: The Office of University Communications and Marketing (UCM) will internally and externally promote the missions and goals of the strategic plan. This will be achieved by aligning the institution's integrated marketing plan (advertising, visual identity standards, web presence, media relations, etc.) with the strategic plan.		Not applicable to our unit.
xii	Community Relations: The University will engage the local community educationally, culturally and recreationally.		We have taught, using departmental certified instructors, advanced law enforcement classes to our own personnel and local area police and sheriff personnel. We have speakers available to discuss issues about campus crime and safety. We also have officers that have appeared at local schools to discuss what we do.

6. How did you measure successes/failures toward your expected goal(s)? What metrics are being used?

Three assessment tools were utilized to measure our effectiveness this year and determine our goals for FY11.

First, our records management system allows us to track and note incremental changes in crime.

Second, throughout the year we track columns and letters to the editors in the West Georgian, as well as phone calls from parents and students concerned about crime. This anecdotal evidence compared to our actual reported crime level showed little variation from previous years. However the concern seemed greater hence it is

Third, the Warehouse provides monthly totals for our gasoline consumption including graphs which gives us the ability to measure use for current and the previous years as well as the cost per gallon over the same time period. From this comparison it was determined that electric vehicles would be more cost efficient than traditional gasoline for use by the student patrol.

7. Describe some notable achievements toward selected goal(s) during this academic year.

1. Sgt. Dean Wilburn responded to a call of a person suffering from a possible heart attack. His quick actions are credited with saving the life of the student.
2. Sgt William Stuart graduated from the GACP Command College & Columbus State University with a MPA
3. Investigator Chad Miller completed his Masters Program in Public Administration here at West Georgia.

8. What resources could have helped you achieve or exceed your goals for the year? How would you have used them to facilitate/improve the work of your department?

Additional personnel would have helped in the areas of patrol and homeland security. First, we froze 4 police positions due to the possibility of a major budget cut. This placed a larger burden on our existing officers to cover all of the details we are responsible for. Second, we need additional personnel since even at full strength when someone attends training or terminates employment, it take a minimum of six months to fully replace the position.

Homeland security has become a major drain of time and resources. We have numerous demands as far as creating and updating plans but also practicing those plans. Many other institutions have a staff working solely in this area where as here, those duties are divided amongst everyone as an additional duty. The work is done but not to the level and quality it should be.

9. Departmental Accomplishments

1. TOTAL TRAINING HOURS for **2009: 2725 advanced police training hours,**
2. TOTAL TRIANING HOURS to date for **2010: 844 advanced police training hours,**
3. UWGPD Training Staff hosted & taught 6 Rape Aggression Defense(RAD) Classes in FY 2010 to a total of 77 female students, faculty and staff,
4. UWGPD hosted and taught the POST Supervision Course (3week Cycle) to area Law Enforcement Summer 2010,
5. UWGPD hosted a Medical POST First Responder Class for local area Law Enforcement- February 2010
6. UWGPD hosted & taught POST Criminal Procedures Class for area law enforcement- March 2010
7. The Criminal Investigative Division has increased its area of responsibility with the addition of lost and found and Uniform Crime Reporting.
8. Two Investigators completed "Encase" computer forensics training and provided other departments on campus with computer forensics.
9. The Uniform Division created and implemented plans for the coordination of security and traffic operations at the new stadium.
10. While reducing fuel consumption for the year, the patrol division maintained a positive visual police presence on campus.
11. Worked with access control vendor and all related departments to resolve access problems last fall.
12. Added the Greek Village (17 of 18 buildings) and University Stadium to the Access Control System.
13. Helped implement the New Trunked Radio System
14. Added the following CCTV systems
  - University Stadium
  - Art Department - Humanities Gallery and 2<sup>nd</sup> floor
  - University Bookstore

- Adamson Hall
- Richards College of Business

15. Assisted in the writing of a new LENEL Hardware and Software Service Contract

16. Worked on Security System Design for the following buildings:

- Ingram Library Renovation
- New University Bookstore
- Nursing Building
- Aycock Hall Communications Center Basement

### **UPON COMPLETION**

Please email completed report to the **Vice President of your Division & to:**

**Institutional Research and Planning**

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