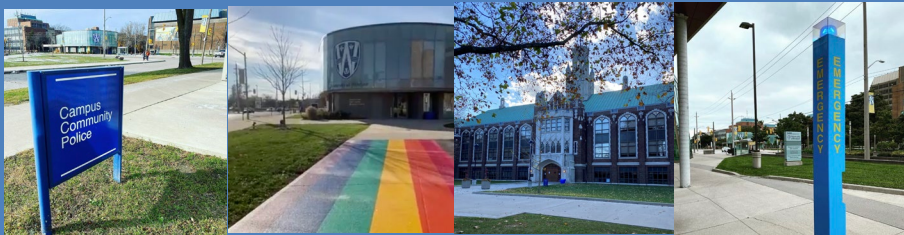




University of Windsor Special Constable Service Annual Report 2023



Proudly Serving Our Campus

TABLE OF CONTENTS

Message from the Superintendent	1
Organizational Structure & Team Information	2
Authority and Jurisdiction _____	4
Summary of Services _____	5
Crime Prevention & Community Liaison _____	6
Training _____	10
Safety Programs & Initiative	10
Crime Prevention Through Environmental Design	10
Emergency & Safety Planning	
Safe Lancer Mobile App	
Special Events	13
Incident Summary Report January 1, 2023 – December 31, 2023	16

Activities by Status- Priority-Category-Month- Location

23

Campus Map

23

Contact Information

24

Message from the Superintendent

As Superintendent, University of Windsor Special Constable Service, I am pleased and honoured to present the 2023 Annual Report to our campus community. This report covers the period from January 1, 2023, through December 31, 2023.

The Special Constable Service provides onsite policing and security services to support the University of Windsor including all surrounding lands and properties. These services also include the University of Windsor downtown campus consisting of six buildings that house the School of Social Work and Centre for Executive and Professional Development (Windsor Hall), the School of Creative Arts (Windsor Armouries/Alan Wildeman Centre for Creative Arts) and the School of Computer Science – Master of Applied Computing program (300 Ouellette) & the Incubator, and Community Legal Aid.

The Special Constable Service reports to the Director Campus Safety and Emergency Planning in the Office of the Associate Vice President, Finance and Operations. As a component of the University's Operations portfolio the Service is closely aligned with other service departments and facets of the campus community. The Special Constable Service maintains a strong relationship with all student support services and strives to provide a safe and secure environment in collaboration with these areas to all full time, part time and graduate students.

During 2023, the Special Constable Service team was instrumental in supporting the return to campus for the Fall 2023 term in ensuring essential safety services were provided to all students, faculty, staff, and visitors who attend the campus community. For these efforts, I would like to acknowledge and thank all Special Constable Service members for their continued efforts, dedication, and commitment to providing a safe and secure community.

In support of our Special Constable Service, I would also like to thank the Windsor Police Service for their assistance, guidance, and support for our operations. Through this continued strong partnership, the team has been able to deliver an enhanced level service to the campus and acknowledged by members from within our broader University community.

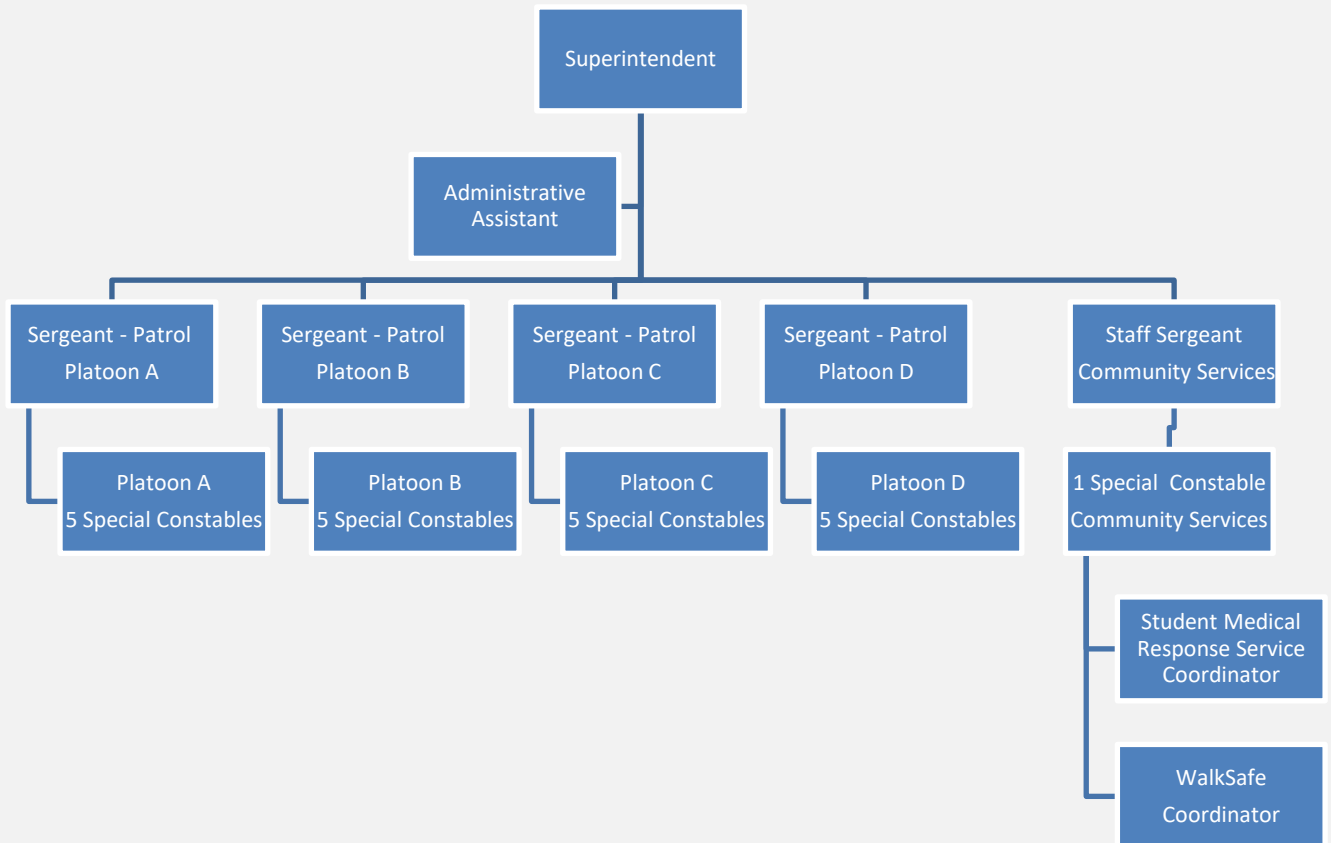
This report provides information including but not limited to data regarding calls for service, enforcement activities, community services, special events, training, and other information of interest.

Superintendent Michael Akpata C.D.
Special Constable Service
University of Windsor



University
of Windsor

Special Constable Service Organizational Chart 2023





Special Constable Service Department Contact List 2023

Superintendent	Michael Akpata
Patrol Supervisors	Sergeant Chris ZELEZNEY Sergeant John DEKOK Sergeant Anthony LIOLLI Sergeant George HUNT
Patrol Response Officers	Special Constable Senior 1 st Class Wayne VENABLES Special Constable Senior 1 st Class Erich BUCHENAUER (retired August 2023) Special Constable Senior 1 st Class Michael RAPAICH Special Constable Senior 1 st Class Christine FITZGERALD Special Constable Senior 1 st Class James WILSON Special Constable Senior 1 st Class Kevin JARVIS Special Constable Senior 1 st Class Kevin THOMPSON Special Constable Senior 1 st Class Brian WUERCH Special Constable Senior 1 st Class Stephanie FAUTEUX Special Constable Senior 1 st Class Andre LEROUX Special Constable Senior 1 st Class Tyson JACOB Special Constable Senior 1 st Class Kris RAMOTAR Special Constable 1 st Class Chad RENAUD Special Constable 1 st Class Angie MAHEUX Special Constable 1 st Class Matt RUSTULKA Special Constable 1 st Class Kerra GRADWELL Special Constable 1 st Class Daniel LAURIER Special Constable 1 st Class George HUNT Cadet Marwan NASTA Cadet Shahinda MUSTAPHA Cadet Brandan CERVINI Cadet Richard GALOYO
Community Services	Staff Sergeant Michelle NOHRA
Community Services	Special Constable Alex SMITH

Authority and Jurisdiction

Authority on Campus

The University of Windsor Special Constable Service is designated as a Special Constable Service and distinguished as an identifiable and separate organization from the Windsor Police Service, with duties derived from three separate authoritative bodies.

First, Special Constable Service team members have the authority of both a **Peace Officer** and **Police Officer** in their duties on campus by virtue of appointments as Special Constables through the Ministry of the Solicitor General. To obtain the required approvals, an Application for Appointment is submitted for each Special Constable through the Windsor Police Service, which acts as the sponsoring municipal police agency. The approval appoints each named applicant as a Special Constable for the purposes of:

- providing law enforcement and security services to University of Windsor in co-operation with the Windsor Police Services Board
- responding to and investigating activity that may violate federal or provincial legislation
- taking statements from victims, witnesses, and suspects; gathering and preserving evidence; laying information's
- apprehending, arresting, and releasing offenders; executing warrants
- transporting prisoners when required

Second, the University of Windsor Special Constables Service and the Windsor Police Services Board operate under the authority of a Memorandum of Understanding (the Operating Agreement) dated October 31, 2011. This Operating Agreement, which is currently in the process of being reviewed and renewed by the two parties, confers the powers of a **Peace Officer** on the University of Windsor Special Constables to enforce the:

- Criminal Code of Canada, R.S.C. 1985, c.046, as amended;
- Controlled Drugs and Substances Act as amended; S.C. 1996, c.19;

And confers the powers of a **Police Officer** to enforce the:

- Trespass to Property Act, R.S.O. 1990, c. T-21, as amended
- Provisions of the Liquor Licence Act, R.S.O. 1990, c. L-19, as amended related to the unlawful consumption, possession, supply, sale, intoxication, and failure to provide proper identification;
- The Mental Health Act, R.S.O. 1990, c. M-7, s. 17 as amended;
- Highway Traffic Act, R.S.O. 1990, c. H-8, as amended
- City of Windsor Municipal By-Laws
- Safe Streets Act

Conferring these powers on the Special Constable Service team allows Special Constables to use the authority of a **Police Officer** when dealing with matters relative to the legislation identified above. This

authority means that University Special Constables have the power to arrest persons, to use reasonable force where necessary and to bring offenders before the courts.

Lastly, the Special Constable Service derive authority from the [University of Windsor Security and Policing Policy](#) adopted by the Board of Governors on January 28, 2003. This Policy designates the Special Constable Service team as being responsible for public safety on campus and as such, sets the objectives for Special Constables to follow mandate in this regard. Further, the Special Constable Service are the designated security department for the University of Windsor and through both criminal law and common law, Special Constables are the agents of the property and the authority figure on campus.

Jurisdiction

The geographic jurisdiction of the University of Windsor Special Constables is restricted to:

- The properties under control of the University and situated within the boundaries of the City of Windsor
- The properties under control of the universities, colleges and institutions federated or affiliated with the University and situated within such boundaries, if and to the extent that the assistance of such Special Constables is requested by any such federated or affiliated institution; and
- The public streets, roads, and lanes upon which any of the University properties abut, to the extent consistent with the duties of Special Constable to the University of Windsor

Summary of Services

The Special Constable Service is responsible for all public safety on campus including all buildings and lands under the control of the University by providing effective law enforcement and security services that respond to the needs and requirements of all students, staff, faculty, and visitors. The team offers the following key services to the University of Windsor campus properties and affiliated colleges:

- *A community-based service delivery model that emphasizes client service and utilizes a problem-oriented approach;*
 - by being accountable to the University of Windsor community
 - by identifying problems and targeting for directed uniform patrol, investigating using all available investigative tools and offering public education by crime prevention strategies
- *A highly visible security presence on campus;*
 - using fully marked patrol vehicles, bicycle patrols and foot patrols to effectively provide a visible uniform presence on campus to provide preventive patrols, general assistance, persons/money escorts,
 - to maintain the peace, resolve conflict and promote good order
- *Security for all university properties and buildings;*

- all officers have authority to immediately access all University buildings and properties to provide the necessary service required
- building lockout and key service

- *Security for special events in special circumstances;*
 - all University departments have access to Special Constable Service to provide a dedicated security and policing presence including off-duty personnel for special events

- *A dedicated and reliable response;*
 - 24-hour call-taking and dispatch duties
 - 24-hour coverage to respond to routine and emergency calls for service including building alarm monitoring and response, fire alarm monitoring and response, first aid response

- Investigation of University policy and regulations;
 - investigation and enforcement in respect to violations of university safety, security and conduct policies and University by-laws
 - law enforcement when required in respect to violations of Criminal Code and relevant federal and provincial statutes
 - the ability to process violations through the University judicial system as an alternative to the Criminal Justice system

- Promotion of security, crime prevention and safety awareness;
 - through the development of pro-active programs, the Community Services Office promotes safety and security for the entire campus community and can offer community services and referrals to those in need

Community Services

There are two members of the Special Constable Service team that serve as Community Crime officers who proactively work to maintain a strong relationship with campus stakeholders from the broader University community, including students, faculty, staff, visitors, and guests. Among their many duties, these team members are responsible for administering and updating the Special Constable Service website and social media platforms, ensuring that services offered are appropriately communicated and promoted. These members also administer the Special Constable Service security systems which include CCTV, specifically to keep them updated and operational to support campus safety. This unit works closely with the University Health & Safety Office to conduct an annual Lighting and Foliage Survey, Crime Prevention Through Environmental Design safety assessments and the design and implementation of personal safety plans for students, staff and faculty members as required. In addition to these responsibilities, this unit also works closely with the University of Windsor Student Medical Response Service (SMRS), which is a team of student volunteers that respond to calls for medical assistance across campus.

Safety Programs and Initiatives

Walk Safe

This unit is also responsible, in collaboration with the University of Windsor Student Alliance (UWSA), to oversee the campus [Walk Safe](#) program, a free service provided for all students, faculty, employees and visitors at the University of Windsor. Walk Safe is a student-run, student-staffed volunteer program provided by the UWSA to ensure that everyone at the University of Windsor feels safe on campus when travelling at night. In 2023, the Special Constable Service team partnered with the UWSA to expand the services of the Walk Safe program to include the downtown campus.

Crime Prevention through Environmental Design (CPTED)

Because of the continued expansion and retrofitting of the University of Windsor campus, several CPTED and safety assessments were conducted. Among the assessments completed in 2023 were recommendations for the increased and enhanced safety in the following buildings:

- 300 Ouellette
- Dillon Hall Student Accessibility
- Dillon Hall Sexual Assault Prevention
- CAW Center (CJAM)
- Canterbury College
- CAW Centre (Room 239) ☒
- CAW Centre (Room 179)
- Odette Building
- Chrysler Hall Tower (Financial Aid & Awards)
- Co-operative Education Office
- Jackman Dramatic Arts
- Human Kinetics (West side entrance) ☒
- Community Legal Aid
- Ron W. Ianni Faculty of Law Building (Transforming Windsor Law Project)

Emergency and Safety Planning

The Special Constable Service has continued efforts, in consultation with Health & Safety and other key stakeholders, to review and update emergency plans for all buildings across campus. During 2023, the following campus areas were examined or reviewed:

- Great Lakes Institute of Environmental Research (GLIER)
- Toldo Medical Building & Dentistry Program
- Windsor University Faculty Association (366 Sunset Avenue)
- School of Creative Arts (Armories) & Alan Wildeman Building
- Special Constable Service (JEC)

- Parking Services (JEC)
- Community Legal Aid (433 Ouellette Avenue)
- Career Development (JEC)
- Office of Research & Innovation (JEC)
- Windsor Hall
- 300 Ouellette Avenue
- Cartier Hall Residence
- Chemical Control (Essex Hall)
- IT Services (UCC)
- Assumption Hall
- Centre Of Engineering & Innovation (CEI)
- Alumni Hall Residence
- Laurier Hall
- Cartier Hall
- Epi Centre (JEC)
- Vanier Hall Residence Services
- CAW Centre Marketplace (Sodexo)
- CAW Centre (UWIN Card Office)
- CAW Centre Student Experience
- CAW Centre Lifetouch
- CAW Centre Campus Dental Care
- CAW Centre Health Services
- CAW Centre Student Counselling Services
- CAW Centre CJAM
- CAW Centre Chiro works.
- CAW Centre Information Desk
- CAW Centre Aboriginal Centre
- CAW Centre OPUS office
- Maintenance
- ECORE
- Essex Hall
- Memorial
- Erie/Lambton
- Biology/ Animal quarters
- Human Kinetics
- Dillon Hall Student Success & Leadership
- CAW Centre – UWSA
- Chrysler Hall North/ South FASS
- Welcome Centre
- Joyce Entrepreneurship – Coop
- Joyce Entrepreneurship – Special Constable Service
- Joyce Entrepreneurship- Office of Research and Innovation
- Centre of English & Learning Development (CELD)
- Sociology and Criminology Department
- Leddy Library
- Odette Building

- Computer Services (IT Services)
- Toldo Health Education Centre (Nursing)

In addition to these efforts, the University has also updated support resources and information available to support campus community members during 2023. This information can be referenced on the [Campus Community Police website](#).

Of note, the Special Constable Service has provided reference resource materials for the following emergency situations:

- [Active Attacker](#)
- [Bomb Threats](#)
- [Evacuation](#)
- [Explosion](#)
- [Fire](#)
- [HazMat/Shelter in Place](#)
- [Medical Emergency](#)
- [Severe Weather](#)
- [Suspicious Package](#)
- [Utility Outage](#)

Safe Lancer Mobile App

The Special Constable Service team has continued to work in collaboration with vendor and campus partners to coordinate and deploy additional feature updates and enhancements to the University's [Safe Lancer App](#). Existing features of the mobile app include:

- One-touch access to Special Constable Service and Windsor Police (emergency and non-emergency numbers)
- Personal "blue light" button for pedestrians on campus to contact Special Constable Service immediately.
- Virtual Walk home features which allow Special Constable Service (or a friend in lieu of Special Constable Service) to follow a walker online to their destination.
- "Chat with Special Constable Service" dispatcher directly using the app
- National Weather Service and Environment Canada alerts to the home screen
- Push notifications from UWindsor Alert for campus emergencies
- Report-a-Tip in numerous ways online via the app
- Access to all campus emergency plans and procedures
- Crime map—see Special Constable Service and Windsor Police reported crimes on a geo-located map
- Access to on and off-campus support services
- Quick links to Special Constable Service social media platform

Committee Involvement

The Special Constable Service has active participation on several campus committees and other strategic initiatives, including providing recommendations regarding safety and security of students, staff, and faculty while on campus. Committee duties range from reviewing and updating policy, to writing supporting documentation as part of the funding request process for items used to increase and enhance safety on campus.

Special Events

The Special Constable Service provides “Off-Duty (Contract Duty) services, on request, to the University of Windsor community, as well as for special events hosted by external groups and organizations on campus that require added security services. When holding events on campus, there is a need to consider extra safety requirements and Special Constables, while still maintaining their authority on campus, are available for hire to provide an added measure of safety and security for all campus events.

To provide context of this service, the Special Constable Service supported the following notable special events during 2023:

Event	Date	Resources (Officers)
Education Career Fair	Jan 31	1
Equipment Watch Frost fest	Feb 5	2
James Hype Frost Fest	Feb 5	6
Lancers Men’s Basketball	Feb 25	2
Supreme Court Justice Sheila Martin Lecture	March 17	2
Relay for Life	March 24	1
First Robotics	March 29 – April 6	6
Fall Open House	April 1	4
Ramadan Prayer Session	April 21	4
African Diaspora Youth Conference ADYC	May 11	2
Pow Wow Event	May 11	2
Pow Wow Event	May 11	8
SWOSSAA Track Meet	May 25	1
Convocation Equipment Watch	June 1	4
WECD SB Track & Field Meet	June 5	5
Equipment Watch	June 12	3
Johnny Loaring Classic Track Meet	June 24	2
Holy Names Graduation in the TLC Gym	June 28	3
Eid Celebration	June 28	5
OSFL Championships	August 4, 5, 6	12

Lancer Football	Sept. 23	3
Lancer Football Sept 30	Sept 30	2
Fall Convocation Equipment Watch	October 11	2
Lancer Football	October 21	2
Transforming Windsor Law Opening Weekend Gala	October 27 - 28	6
Fall Open House	October 28	2
NLE Choppa Concert	Oct 28	1
Enhanced Security and Awareness for Jewish Students' Safety	Oct 13	2
School of Social Work Event @ Windsor Hall	Oct 6	1

Training

To ensure the Special Constable Service remains compliant with legislation and current in the practice of their duties, team members continue to receive required training and other professional development to enhance delivery of their services to campus. During 2023, Special Constable Service received annual In-Service training delivered through the Windsor Police Service Training Branch.

Training is focused on the mandatory topics that comply with the Ministry of the Solicitor General's guidelines for the training required by Special Constables such as Use of Force, Defensive Tactics, Provincial and Federal Legislative Updates and Police Powers. The Special Constable Service also re-qualifies for First Aid/CPR and AED training and receives this on an annual basis.

IM - Incident Summary Report

C-1 University of Windsor

Incidents By Status



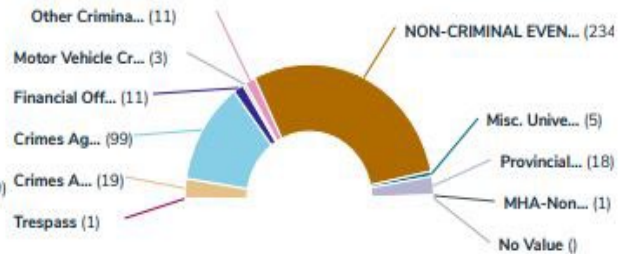
Incidents By Severity



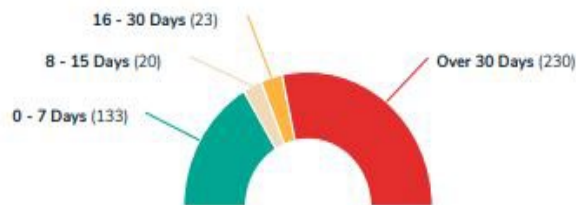
Incidents By Category



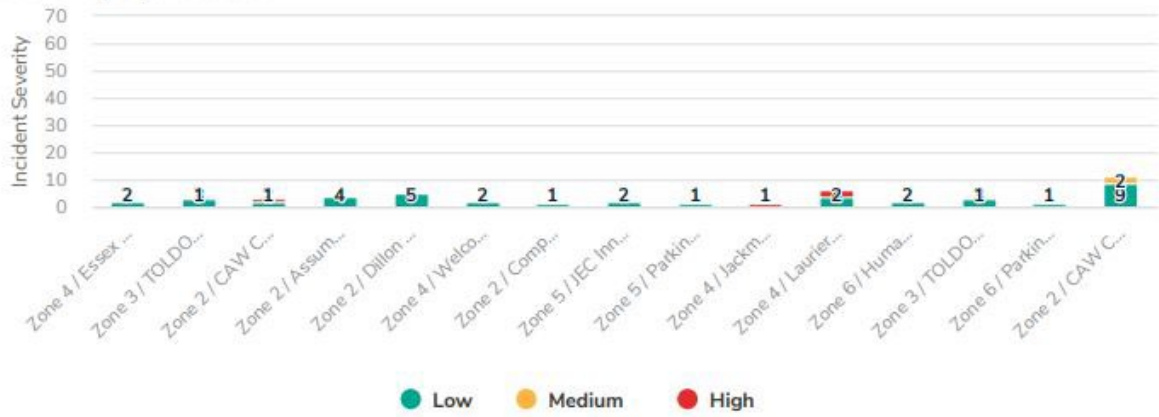
Incident by Sub Category



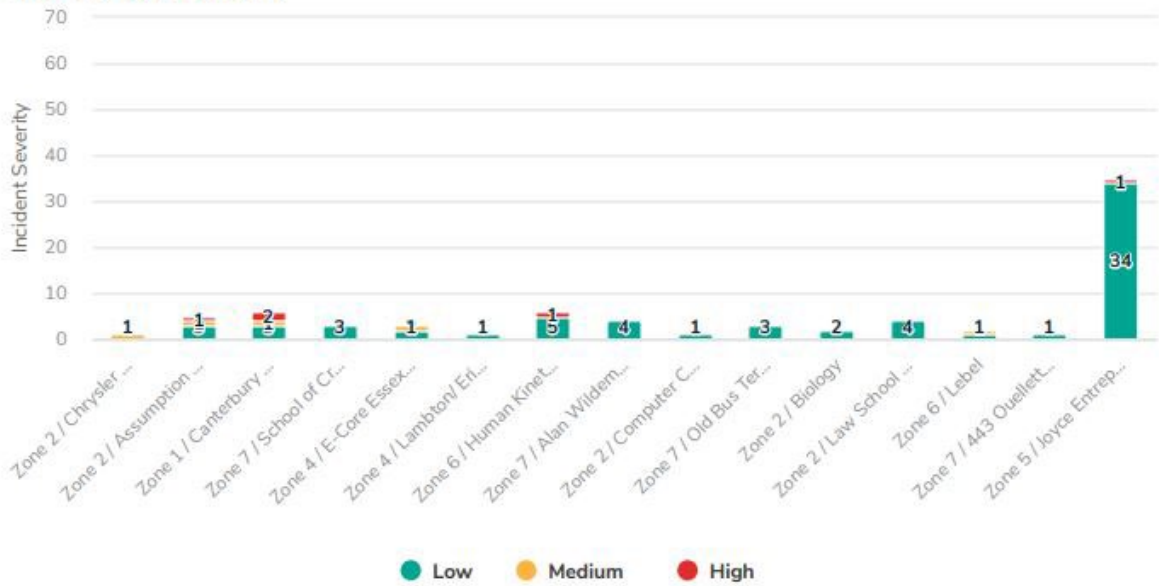
Incident Duration



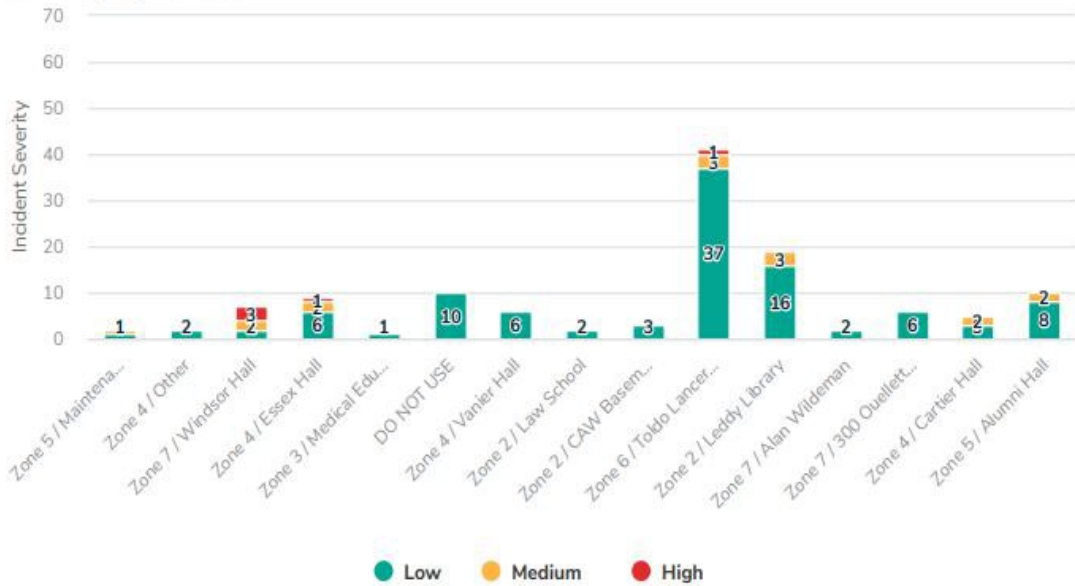
Severity by Location



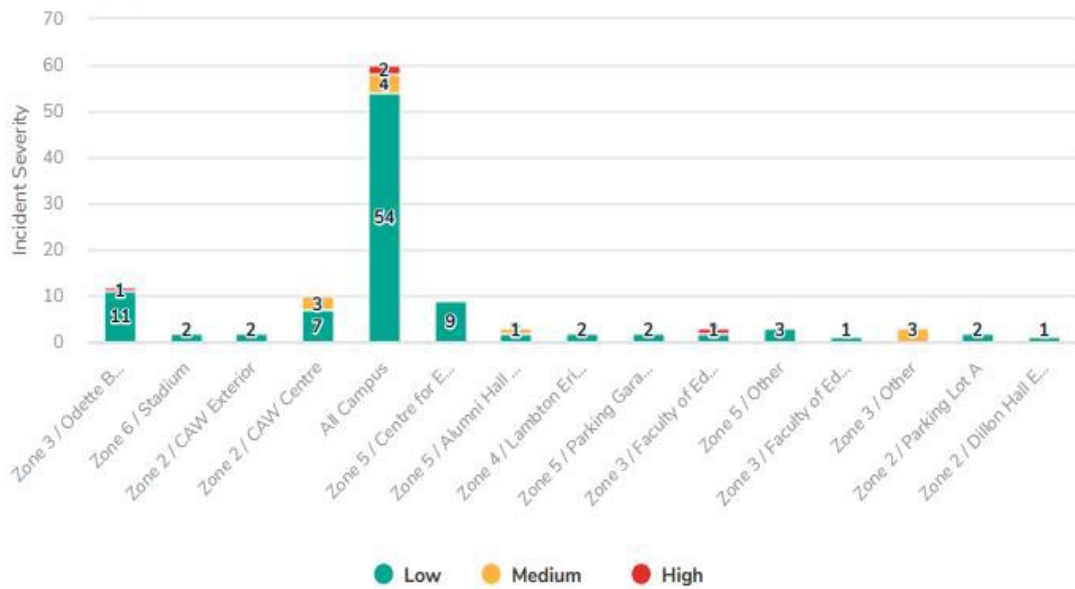
Severity by Location



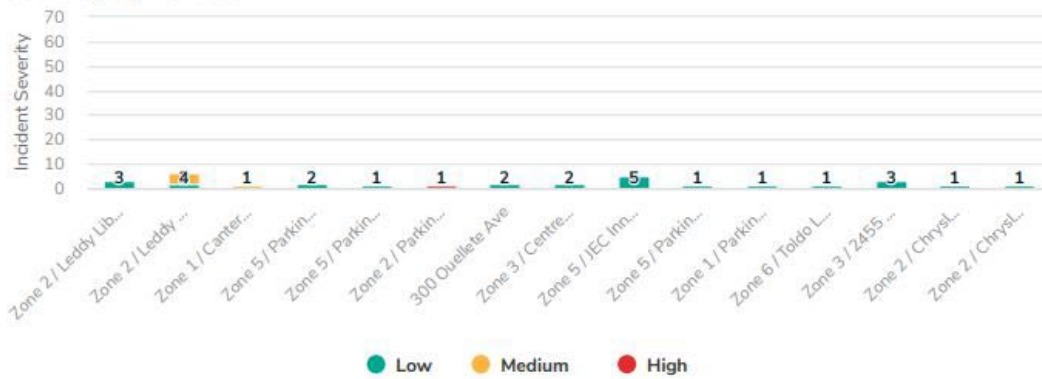
Severity by Location



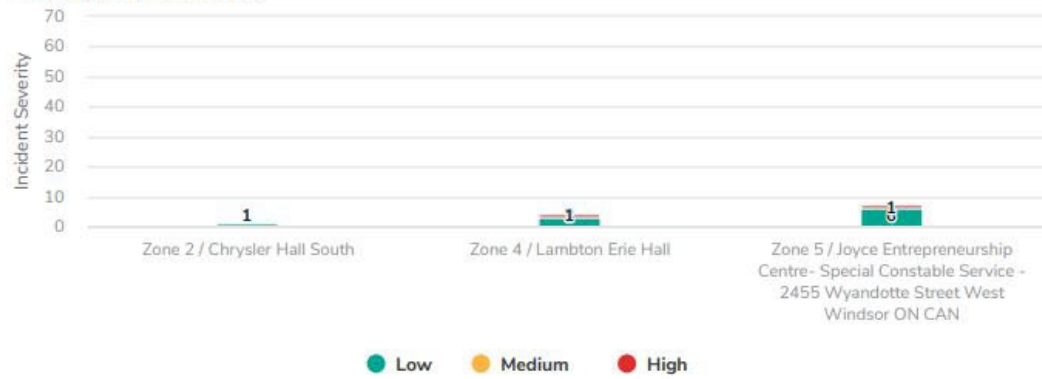
Severity by Location



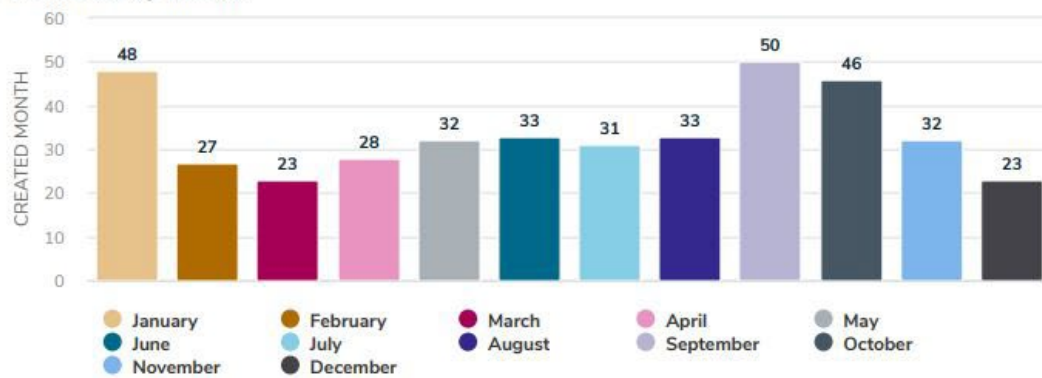
Severity by Location



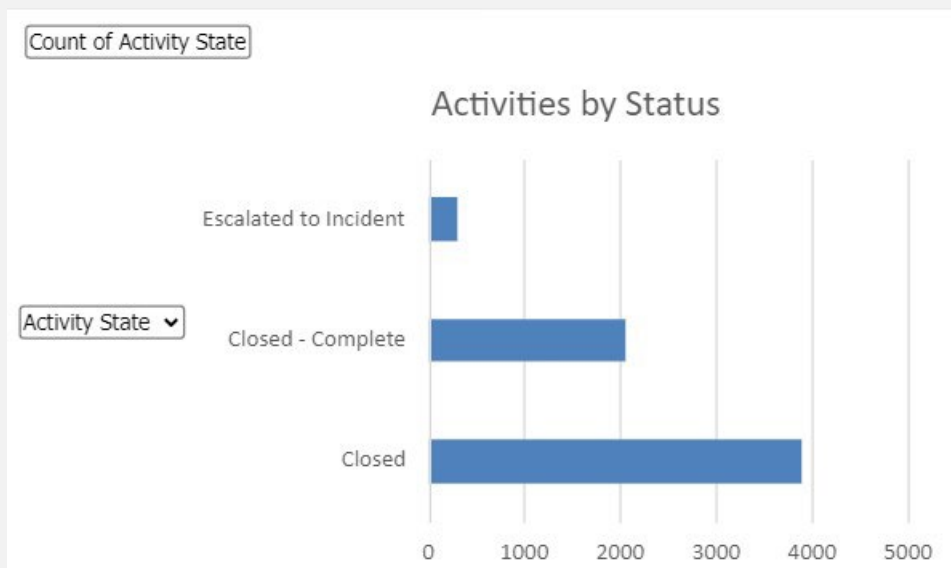
Severity by Location



Incidents by Month



Activities by Status

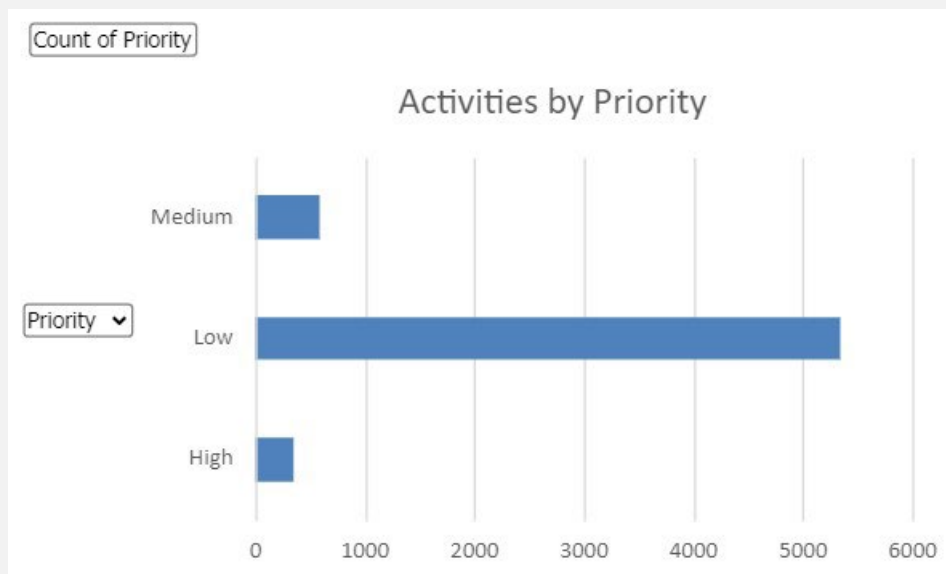


Activity – closed 3883

Closed completed- 2059

Escalated to Incident 309

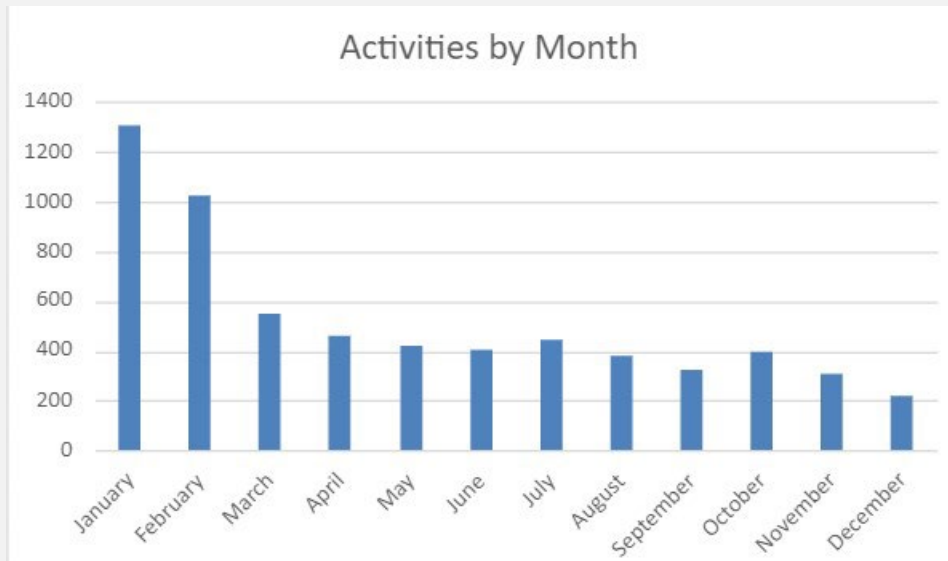
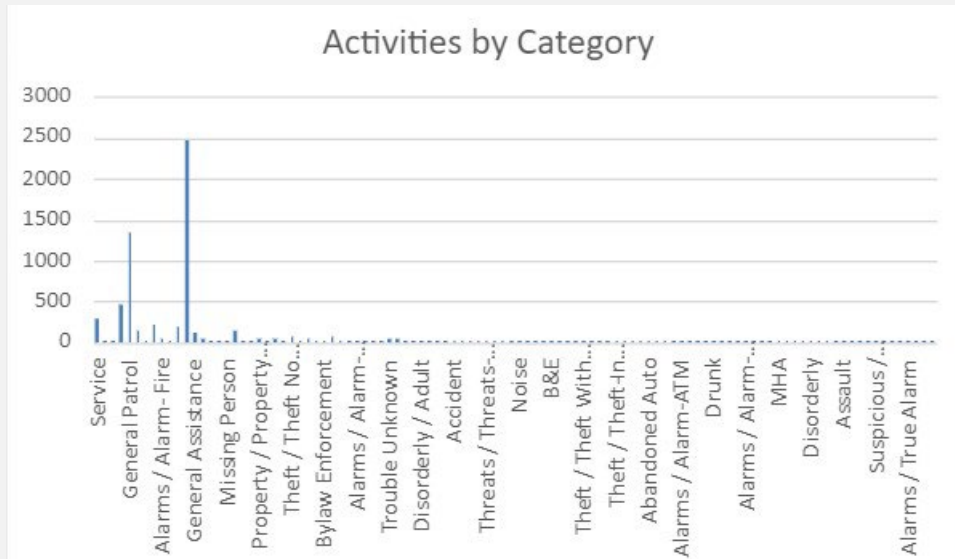
Activities by Priority



Priority – High 341

Priority Low- 5333

Medium- 577



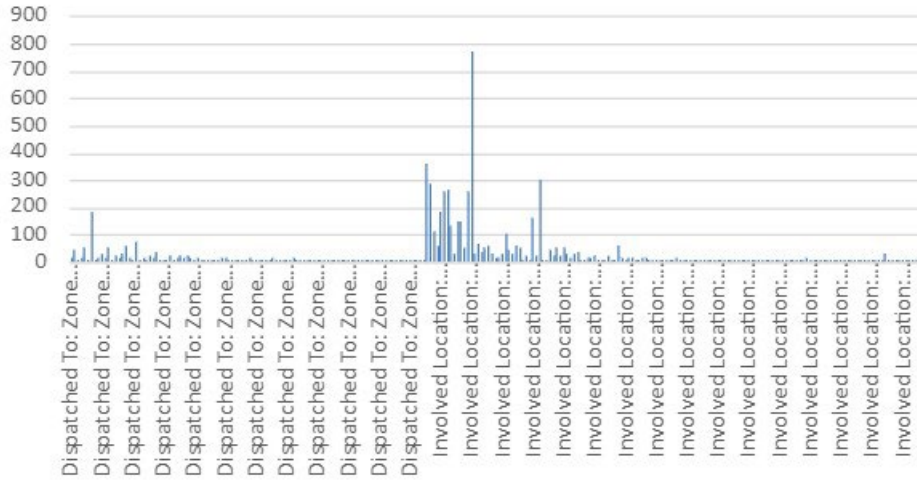
Month Count

January- 1305- February – 1027 March – 533 April – 460 May- 425

June- 404 July- 447 August – 379 September – 321 October – 393

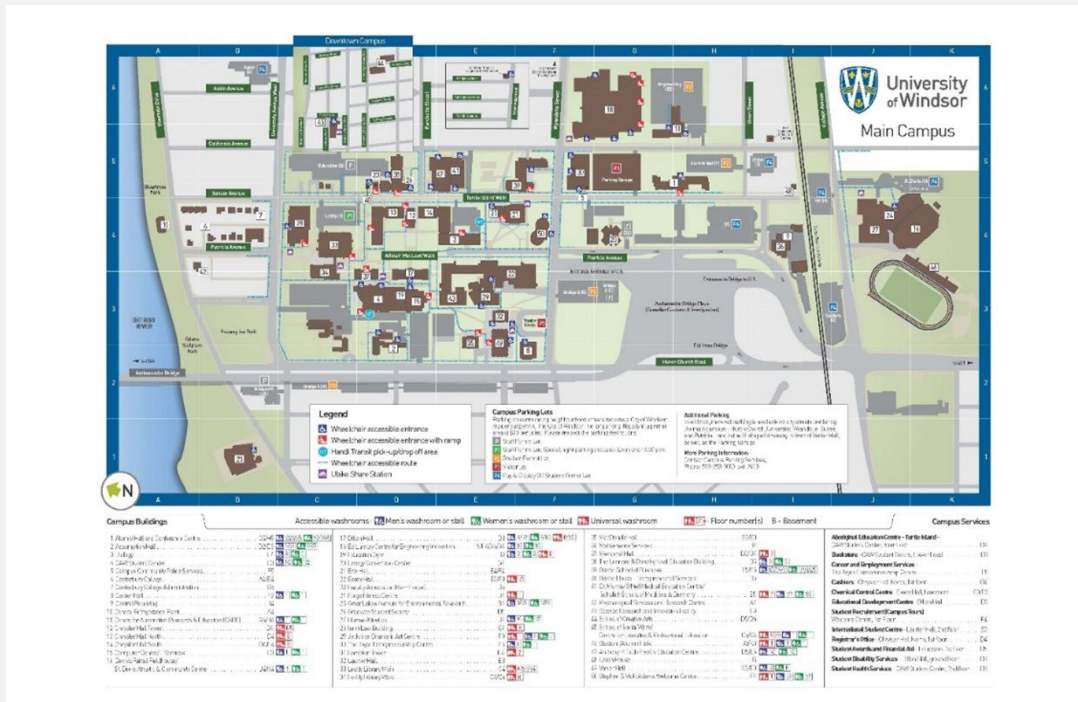
November – 312- December- 223

Activitie by Location



Campus Map

The University of Windsor has a main campus and a downtown campus and the [online Campus Map](#) contains more information about locations of buildings, parking lots, accessibility features, food services locations and designated smoking areas.





**University of Windsor
Special Constable Service**

**2455 Wyandotte Street West
Windsor, Ontario N9B 3P4
519-253-3000 ext. 1234**

**Mailing Address:
401 Sunset Ave
Windsor, Ontario
N9B 3P4**

