

Important Phone Numbers- University at Albany

<u>Contact</u>	<u>Contact Information</u>	<u>Role/Function</u>
University Police Department	518-442-3131 or 9-1-1 from any campus telephone OR for non-emergencies call 518-442-3130	Contact if you experience or witness workplace violence involving violence with or without weapons or personal injury. Contact if you feel unsafe or receive a threat. Contact if you need an escort to your work building or from your work building to your car. Contact whenever an order of protection is granted which mentions University property, or involves a University employee, or a person working at or attending the University, and provide a copy of the order. Victims of domestic violence who believe the violence may extend into the University community are encouraged to notify University police.
Office of Human Resources	518-437-4700 ohrm@albany.edu	The Office of Human Resources Management is responsible for a number of different functional areas including but not limited to Employment, Employee Relations, Labor Relations and contract interpretation, Human Resources Information System (HRIS), Payroll, Employee Benefits, Time Records, Workers Compensation, Training and Development, Orientation of new employees, Compensation and Classification of positions and compliance with Federal and State laws and regulations.
Your Supervisor		If you feel unsafe, receive a threat, witness workplace violence involving violence with or without weapons or personal injury, or witness or are the recipient of inappropriate behavior or behavior, please report this to your supervisor immediately.
The Office of Equity and Compliance	518-442-3800 oec@albany.edu Building 25, Room 117	The Office of Equity and Compliance (OEC) is charged with responding to allegations of unlawful workplace discrimination, including sexual misconduct. OEC supports the University at Albany's commitment to providing a living, learning, and working experience that is safe, welcoming, and free from discrimination and sexual violence. OEC oversees University-wide compliance with University policies and state and federal laws that prohibit all forms of discriminatory behavior. The

		Office is fully committed to the prevention and prompt address of all forms of discrimination and sexual violence.
Office of Diversity and Inclusion	518-956-8110 odi@albany.edu	The Office of Diversity and Inclusion builds capacity, identifies, generates and disseminates knowledge necessary to create transformational change at UAlbany so that faculty, staff and students value and respect different ways of learning, living and working, deepen personal and intellectual horizons and make thoughtful and responsible contributions that support the University's mission "to empower our students, faculty and campus communities to author their own success."
Internal Control Hotline	518-437-4738 ichotline@albany.edu	Contact the Internal Control Hotline if you observe or suspect wrongdoing at the University at Albany. This hotline is maintained by the Office of Internal Controls and provides a means for the confidential and anonymous reporting of observed or suspected wrongdoing. Upon placing a call to the Hotline, you will receive instructions that will guide you through the reporting process.
Employee Assistance Program	518-442-5483 eap@albany.edu	EAP is an employee benefit designed to enhance the maintenance of a healthy, productive workforce. Through its confidential Information, Assessment, and Referral Service, EAP is available to assist employees in addressing and resolving personal concerns and workplace dilemmas. It is a free, voluntary campus resource which employees can use to support their health and well-being - both in and out of the workplace. University at Albany faculty, staff, Research Foundation employees, GSEU members, retirees, spouses and immediate family members are eligible to use the EAP services.
Additional Employee Assistance	518-486-9769	If you are unable to reach the EAP Coordinator and need to speak with someone immediately for confidential referral information, please contact the New York State Employee Assistance Program Office.

Program Assistance		
Albany Mobile Crisis Unit	518-549-6500	If you are in need of urgent mental health care, please contact the Albany County Mobile Crisis Unit.
Community Standards Office of the Dean of Students (situations involving students)	518-442-5501 communitystandards@albany.edu	The Office of Community Standards oversees the University's Student Conduct Process as outlined in the student code of conduct, Community Rights and Responsibilities (CRR). CRR cites behavioral expectations for all University at Albany students, on- and off-campus. Any student, faculty or staff member can initiate a student conduct referral by contacting Community Standards. Additionally, any faculty or staff member can contact Community Standards for a consultation, where we can discuss a student behavioral situation, such as disruption in the classroom, and determine the best course of action to properly address the matter. Community Standards often works in collaboration with other campus offices (such as Student CARE Services, University Police, Office of Equity and Compliance, Residential Life, CAPS, etc.) to address matters in a multidisciplinary manner.
Counseling and Psychological Services (CAPS) (situations involving students)	518-442-5800 consultation@albany.edu	Individual, Office and Departmental Consultation CAPS provides comprehensive and confidential psychological consultation, assessment and individual and group treatment for all students, as well as specialized services for students at high risk for psychological distress, including behaviors that may indicate they are at risk for suicide. We offer support and serve as a resource to staff with regard to navigating some of the difficult situations that can arise when working closely with students who are in distress or who may have mental health concerns, and assist by developing a plan of action for next steps in helping the student. We can also arrange group consultations or interactive presentations to units or departments about how to assist students with referrals and access to our services.

		<p>We present in-class lectures and seminars regarding topics that complement academic learning with a focus on mental and behavioral health issues. In addition, we are available to provide post-crisis intervention to help ease the negative after-effects of a traumatic event. If you would like assistance, contact us and identify yourself as a faculty or staff member. Tell the receptionist that you need to speak with a staff psychologist. Please indicate whether the situation is an emergency or requires immediate attention.</p>
<p>Student CARE Services Office of the Dean of Students</p>	<p>518-442-5501 ualbanycares@albany.edu https://www.albany.edu/ualbanycares/Report.php</p>	<p>If a student's behavior causes you worry or concern, Student CARE Services and the Campus Assessment, Response, and Evaluation (CARE) Team can help you connect that student to the appropriate resources. If you fear for the immediate safety of the student, yourself or others, call University Police at 518-442-3131 from an off-campus phone or cell phone or call 911 from an on campus line.</p>

Additional Thoughts on this topic: Please email ohrm@albany.edu