



Touro College

Campus Security \* Information Security \* Emergency Preparedness \* EPICS AWARENESS Quarterly

# EXTRA! EXTRA

Welcome to the September issue of EPICS! We continuously look for ways to engage you with our newsletter and, with this in mind, this quarter, we have added a new section called "DID YOU KNOW". This section speaks to historical and interesting tidbits of information associated with Emergency Preparedness, Campus Security and Information Security.

The fun continues in this issue with a cryptogram for you to complete, as well.

We hope you will find our new section an entertaining way to learn about some of the concepts we have presented and will be presenting in future editions. You may even have an opportunity to win prizes! As always we would like to hear from you on any ideas you may have for future issues and your thoughts on the newsletter in general. Drop us a line at [epics.news@touro.edu](mailto:epics.news@touro.edu). And, remember, we are always looking for writers! Enjoy!

Volume 4, Issue 1

September 2013

In this issue:	Emergency Preparedness (S. Yehudah)		Campus Security (L. Perez)	
	EMP: DRILL BABY DRILL! By Daniel R. Pascale	1-2	CAMPSEC: Being Ready	2
	EMP: Did You Know...	2-3	CAMPSEC: Did You Know...	3
	EMP Communications TCALERT notifications	3	CAMPSEC: New Ways to Abuse Alcohol	4
	EMP NEWS: Severe weather alerting system	6	Information Security (P. Ciuffo)	
	EMP: OEM Watch	8	INFOSEC: Did You Know...	3
	EPICS FUN PAGE	7	INFOSEC: File Sharing and Copyright Infringement	5
			INFOSEC: Cyber Resources for school and away	6

## EMP Featured Article — DRILL BABY DRILL!

The College has made significant achievements in emergency preparedness since we published our first EPICS issue. One area is the training of select individuals at each Touro location, namely our Emergency Evacuation Coordinators (EECs), to manage emergency situations. Our goal is to always improve, so this year I hope to begin a training program for the general Touro population, all students, faculty and staff.

To help you understand why it is so important to train as many of the Touro community as possible, I asked Dan Pascale, Sr. Director of Security & Emergency Management Services with Margolis Healy & Associates (MHA), to explain a little about trainings and drills and what they ultimately accomplish.



### DRILL BABY DRILL!

by Daniel R. Pascale



When I think of emergency drills, I think of one thing...ACTION!

Many of our educational institutions, be it K-12, college or university, public or private have for many years, focused on building robust "all-hazard" emergency plans, and they should. It is critical to develop these plans and understand the framework of how the institution will respond to and recover from a wide range of potential incidents. However, it is equally important to conduct frequent drills to test these plans.

While conducting tabletop exercises can be valuable for institutional leadership, allows for the evaluation of policy, identification of gaps in a plan and can help identify or clarify roles and responsibilities, it does little to test how students, faculty and staff will react during a critical incident when seconds can mean the difference between life and death; *(continued on pg. 2)*

TOURO EMERGENCY HOTLINE 24 HOURS A DAY 7 DAYS A WEEK 1-88-TOURO911



Touro College

Emergency Preparedness \* Information Security \* Campus Security  
**EP\*IC\*S AWARENESS Quarterly**

## EMP Featured Article — “Drill BABY Drill”, Continued

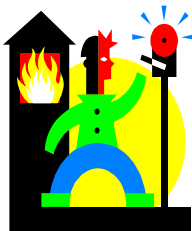
(continued from cover page) those precious few moments when panic, fear and chaos surround us. Drills test very specific actions that are part of a plan. Many schools have adopted actions such as lockdown or lockout, shelter and evacuation creating common language and protocols. This is great! However, if the same schools are not conducting drills, how do they evaluate what might occur in an actual emergency? Are they confident educational efforts/outreach have worked? Are they confident that faculty and staff clearly understand their roles? Do they expect students, faculty and staff to perform these actions for the first time during a high stress critical incident?

MH&A designs and facilitates scores of school emergency drills, and our experience tells us that schools who regularly drill their plan *recognize* the appropriate response *faster*, take *immediate* action, are *more confident* in their actions and tend to take the drills very seriously. As children, we regularly participated in fire drills during school and it wasn't to get out of class for 20 minutes! It was to train our minds. It was to prepare us to systematically react during a critical incident while reducing panic and the risk of injury. Sadly, critical incidents such as violent behavior are a modern day reality and, as adults, we ought be preparing in the same way.

Though many schools have worked to develop realistic drill scenarios, we still see many have not. In some cases, schools do not see the value, do not feel it is appropriate for students to participate, that it interrupts the academic process or it's simply because they don't know how to. It is so important that we do all we can to continue to educate and evolve our training and preparedness. **We can all play a significant role in the safety and preparedness of our schools by getting involved and working with our emergency managers and planners.**

*Margolis, Healy & Associates, LLC, is a professional services firm specializing in higher education safety and security. The firm is one of the leading professional services firms in the United States for safety and security needs at universities, colleges and K-12 school systems. MH&A has been a consultant to Touro since 2009.*

### EMP: “DID YOU KNOW...”



*...that* the first fire prevention day in the United States was proclaimed in 1911 to commemorate the 40th anniversary of the Chicago fire, and promote public awareness of fire safety? Fire awareness programs and parades were held throughout the country. **Touro sponsors an Emergency Preparedness Day every year to promote awareness of how you should respond to fire and other emergencies. This year's EMP Day will take place in November.**

### CAMPSEC: “Being Ready...”



The recent Washington D.C. shooting highlights a continuous need for the Touro community to be prepared for active shooter situations. With this in mind, we would like to highlight Active Shooter Readiness resource materials, videos, and outside training opportunities provided by the Department of Homeland Security as an excellent resource for this topic. These materials can be found on their website: <http://www.dhs.gov/active-shooter-preparedness>. For access to their informational videos please access the following links <http://youtu.be/ol5EoWBRYmo> (Options for Consideration Active Shooter Training Video) and <http://youtu.be/5VcSwejU2D0> (RUN. HIDE. FIGHT. Surviving an Active Shooter Event).

**TOURO EMERGENCY HOTLINE 24 HOURS A DAY 7 DAYS A WEEK 1-88-TOURO911**



Touro College

Campus Security Quarterly

Information Security \* EP\*ICS AWARENESS

Emergency Preparedness \*

## EMP: Communications - TCAAlert Notifications



We are constantly improving our use of TCAAlert, the College's emergency notification system, and the process we use to collect information. I am pleased to announce that emergency contact information will no longer be collected manually for students, faculty or staff. The system will be completely automated by October 15, 2013.

Personal emergency contact information will be uploaded from the portal only; all current information in the TCAAlert file will be replaced by the information you submit to the portal. It is imperative that you go to the portal and update your personal information. **We will hold our annual test of the system in October, and if you do not enter your information into the portal you will not receive the test message or any real-time emergency notifications.** If you have any questions regarding the TCAAlert update, please feel free to contact me at shoshana.yehudah@touro.edu. Many thanks to Brad Groener, Manager of Enterprise Application Development and his team, and to Sarah Alpert, Manager of IDM and Portal Technologies and the Campus EAI team for making this happen.



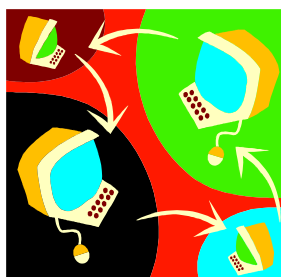
## CAMPSEC: "DID YOU KNOW..."

*...that* Alice Stebbins Wells was the first American-born female police officer in the US, hired in 1910 by the LAPD. Previously a Social Worker, she joined the LAPD after petitioning the mayor, police commissioner, and the Los Angeles city council in order to better aid other women and children who were victims of crime. She went on to become the founder and first president of the International Association of Women Police.....**Touro hired its first FEMALE Campus Security Director in 2009.**



## INFOSEC: "DID YOU KNOW..."

*...that* the first ever virus was **reported** in 1971 and ran on a DEC PDP-10 operating system to propagate on the Advanced Research Projects Agency Network (ARPANET). ARPANET was the network funded by the United States by government research groups and the "Creeper" virus because it would write "I'm the creeper, catch me" if you can!" A program called "Reaper" was built to destroy it.



Department of Defense and used universities. The virus was called built to self replicate and repeat-

**At Touro**, your computers have anti-viruses before they spread. However, more sophisticated than the anti-

virus software installed to catch er, sometimes the strain of virus is virus detection tool. If you are not

sure if you are running anti-virus software or you think you may still have caught a virus, contact your local IT group for assistance and be sure to **report any virus incidents to CISO@Touro.edu.**

TOURO EMERGENCY HOTLINE 24 HOURS A DAY 7 DAYS A WEEK 1-88-TOURO911



Touro  
College

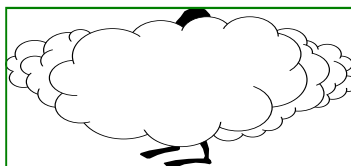
Emergency Preparedness \* Information Security \* Campus Security  
**EP\*IC\*S AWARENESS Quarterly**

## CAMPSEC: New Ways to Abuse Alcohol

“Smoking” alcohol is a dangerous craze that people of all ages are trying and we want to make you aware of the dangers in doing so.

What is “Smoking alcohol”? It is the exercise of pouring alcohol over dry ice and inhaling it directly or using a straw. It can also be “smoked” with a kit called a “DIY vaporizing kit” using bike pumps. Basically, the alcohol of choice is poured into a bottle, the bottle is corked, and the bicycle pump needle is poked through the top of the cork. Air is pumped into the bottle to vaporize the alcohol, and the user inhales.

The reason that “smoking alcohol” has gained so much popularity is because people are under the false impression that if they matter they are not consuming therefore they are “ingesting” still calories involved when you ing the effects of the alcohol, it the calories associated with ethanol, the active ingredient in alcohol.



consume the alcohol in this the calories associated with it more of it. In truth, there are vaporize alcohol. If you are feel-means that you are absorbing

It is also on the rise because for some people they are able to spend less money on alcohol to get the same results as when they would consume 5 drinks or 2 six packs. When alcohol vapor is inhaled, it goes straight from the lungs to the brain and to the bloodstream, getting the individual drunk very quickly. Because the alcohol bypasses the stomach and liver, it isn’t metabolized, and the alcohol doesn’t lose any of its potency. Drinkers feel the effects almost instantly, **but the risks are also much higher.**

People who smoke their alcohol are at a **much greater risk of getting alcohol poisoning and potentially overdosing.** When people drink too much alcohol, the body’s response is to expel it by vomiting. Getting sick is one of the ways that prevents an alcohol overdose, but when alcohol bypasses the stomach and liver, the body can’t expel it.

It’s also much harder to know just how much alcohol you’re consuming in one sitting if you’re not measuring it. If a cup of alcohol is poured into a bottle and then vaporized, the drinker can’t tell if they are inhaling a few sips or the whole cup since the liquid remains in the bottle.

An additional risk centers on the addictive potential of vaporizing alcohol. The rapid and intense effect of vaporizing alcohol, similar to a “quick hit” of cocaine, cigarettes, and/or methamphetamine, has tremendous potential to reinforce the addictive effects, leading to greater abuse potential.

Doctors are also concerned that the process of inhaling the vaporized liquid into the lungs could potentially be quite irritating, **leading to bronchospasm**, as well as a drying effect on the respiratory tract passages and nasal lining. This drying effect of the alcohol **could predispose individuals to a higher risk of lung infections such as pneumonia, or pneumonitis.**

***\*Disclaimer: The Touro College Campus Security Department is NOT promoting the use and/or abuse of alcohol. This article is solely for educational awareness purposes for our College community.***

**TOURO EMERGENCY HOTLINE 24 HOURS A DAY 7 DAYS A WEEK 1-88-TOURO911**



Touro College

Emergency Preparedness \* Information Security \* Campus Security  
**EP\*IC\*S AWARENESS Quarterly**

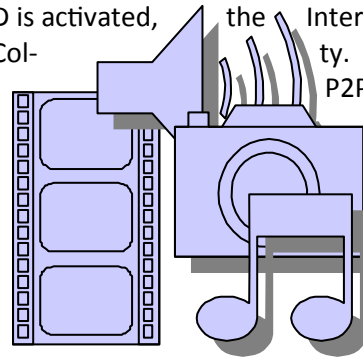
# INFOSEC: File Sharing and Copyright Infringement

Touro College provides a wired and wireless network and other information technology resources to help accomplish educational goals. When a myTouro portal ID or local campus ID is activated, each user agrees to abide by Touro College's Acceptable Use Policy. Specifically, each user agrees not to use College and University resources for unauthorized duplication, use, or distribution of copyrighted materials, including music and video files. The College considers unauthorized peer-to-peer file sharing of copyrighted music and videos to be an inappropriate use of its network resources. Moreover, such activity is illegal under the Digital Millennium Copyright Act (DMCA) and exposes the user to serious civil and criminal penalties.

The DMCA is a federal law that criminalizes production and dissemination of technology, devices, and services intended to circumvent copyright protections. In addition, the DMCA heightens the penalties for copyright infringement on the Internet. Criminal penalties can include fines of up to \$250,000 and incarceration for up to five years. In civil court, damages of up to \$150,000 are possible for each movie or song that has been illegally acquired or shared.

Each network user is personally responsible for their network usage. Furthermore, network transmissions are not strictly private. That being said, Touro College does not routinely monitor the content of network transmissions except as necessary to identify rogue devices and repel network attacks, viruses, worms, and other malware and to resolve network or other operational issues. However, many P2P networks are used almost exclusively for illegal file sharing and are also an easy method for spreading malware due to their popularity and pervasiveness. To mitigate these threats, Touro College employs various methods including content filtering at many locations to block illegitimate P2P network traffic at the perimeter of its network. Note, however, that these methods are not 100% effective and all P2P traffic is not blocked

at all times. Students, faculty and staff should assume that P2P file sharing activity on the campus network is visible to content owners that monitor the Internet for copyright infringement activity.



P2P file-sharing programs are not illegal. If you own the copyright in the music, movie, software or other file you want to share, if you have the permission of the copyright holder, or if the material is not covered by copyright, you can share the file.

However, P2P programs are often used to distribute files without copyright holder permission and this is a violation of law. Under the U.S. copyright law, you could be fined for each work you infringe including liability for the attorney's fees incurred by the copyright owner to enforce his or her rights. For details, see Title 17, US Code, Section 504 (<http://www.copyright.gov/title17/92chap5.html#504>), and 505 (<http://www.copyright.gov/title17/92chap5.html#505>). Willful copyright infringement can result in criminal penalties, including imprisonment of up to five years and fines up to \$250,000 per offense. For more information, see the U.S. Copyright Office website (<http://www.copyright.gov>).

**EDUCAUSE's** Legal Downloading page (<http://www.educause.edu/legalcontent>) lists resources and legal alternatives for downloading.

To receive the safe harbor protection, Touro College must respond when notified of infringing material located on Touro College networks. Upon receipt of a proper notice, the Chief Information Security Officer, Office of General Counsel, and appropriate college and university offices collaborate to investigate the claim, remove or disable access to material found to be infringing, and take appropriate disciplinary action against infringers.



In addition to the formal incident reporting program of accepting and responding to a DMCA notice, Touro College helps to educate the Touro community regarding copyright and file sharing. This write up is another opportunity to do so. Send any questions to [CISO@touro.edu](mailto:CISO@touro.edu).



Touro College

Emergency Preparedness \* Information Security \* Campus Security  
**EP\*IC\*S AWARENESS Quarterly**

## EMP NEWS: Severe weather alerting system—TCALERT

Summer is ending and we will shortly have to deal with the emergency situations that winter weather can bring. I thought it would be a good idea to review the College's emergency procedure to inform you of school/program closings.



### New York and Florida Locations

School closings are decided by a committee of senior staff who convene a meeting to discuss weather conditions and the status of the school(s). This decision takes into account information on the New York City and Miami-Dade County governments' decisions regarding public schools.

This Committee is authorized to decide on all College closing emergencies, whether related to severe weather or other conditions.

If a decision is made to close a Touro location during regular business hours, *employees* will be contacted via their touro.edu email address; *students* will be notified via the TCAAlert system. If a decision is made after regular business hours, employees and students will be notified via the TCAAlert system.

Closing information will be posted on the telephone system of the Main Campus, the main Touro website, [www.touro.edu](http://www.touro.edu), the portal at [www.mytouro.touro.edu](http://www.mytouro.touro.edu), 1010WINS and WCBS880 radio stations and News Channel 4 television station. Additionally, signage will be posted on the doors of the affected building(s) advising students, faculty and staff of the closing and where to get additional information.

## INFOSEC: OCTOBER is National Cyber Security Awareness

October is National Cyber Security Awareness month. Below is a short list of some resources you can go to for tips, tricks and freebies to help kick off cyber security awareness month:



What	Link(s)	Description
Facebook	<a href="https://www.facebook.com/staysafeonline">https://www.facebook.com/staysafeonline</a>	Facebook Page of the Stay Staff online national organization dedicated to Security Awareness.
Twitter	<a href="http://www.stopthinkconnect.org/get-involved/twitter-chats/">www.stopthinkconnect.org/get-involved/twitter-chats/</a>	The Stop Think Connect Org dedicated to Security Awareness Training is providing a month of twitter chats dedicated to security awareness.
Pinterest	<a href="http://www.pinrest.com/heiscouncil/">www.pinrest.com/heiscouncil/</a>	The Higher Education Information Security Council is gathering resources on Pinterest
Online	<a href="http://www.whitehouse.gov/blog/Protecting-yourself-online/">www.whitehouse.gov/blog/Protecting-yourself-online/</a>	President OBAMA video describes the steps to take while online—cyber smarts.
Some vender websites we use	“Usa.kaspersky.com/cyber-security-awareness” “www.microsft.com/security/resources/cybersectiry.aspx”	Tips on Safety, Free anti-virus software, videos from venders we use at Touro College and University System.

**TOURO EMERGENCY HOTLINE 24 HOURS A DAY 7 DAYS A WEEK 1-88-TOURO911**



Touro College

Emergency Preparedness \* Information Security \* Campus Security  
**EPICS AWARENESS Quarterly**

# EPICS FUN PAGE

## Information Security

A	B	C	D	E	F	G	H	I	J	K	L	M	N	O	P	Q	R	S	T	U	V	W	X	Y	Z	
			S					X																		

$\frac{I}{XZ} \frac{E}{EGJ} \frac{E}{WSK} \frac{I}{SXOS} \frac{E}{UWS} \frac{E}{VUUWGOSF}$   
 $\frac{E}{KWS} \frac{I}{SFXC} \frac{E}{GZZS} \frac{I}{XNB} \frac{E}{CTSM} \frac{I}{MVXQ}$   
 $\frac{E}{MVP} \frac{E}{SJWS} \frac{E}{EGJ} \frac{E}{BTWS} \frac{E}{CTSM} \frac{E}{ISZ} \frac{E}{GWS}$   
 $\frac{I}{CTWG} \frac{E}{YXNA} \frac{I}{CTSM} \frac{E}{XNB} \frac{E}{CTSM} \frac{I}{CWWBT}$

## EMP

A	B	C	D	E	F	G	H	I	J	K	L	M	N	O	P	Q	R	S	T	U	V	W	X	Y	Z
							T							H											

$\frac{I}{SD} \frac{O}{UPUL} \frac{I}{CU} \frac{I}{DZJ} \frac{I}{SZV} \frac{O}{THD} \frac{I}{YWS} \frac{I}{DTG}$   
 $\frac{I}{NUGT} \frac{O}{CDUN} \frac{O}{VH} \frac{O}{AUWY} \frac{O}{UPY} \frac{O}{WVH} \frac{O}{JUUG}$   
 $\frac{I}{IDNUL} \frac{O}{GVS} \frac{I}{SDN} \frac{I}{VAUTL} \frac{O}{LHWUG} \frac{O}{SDN}$   
 $\frac{O}{LUGY} \frac{I}{HDT} \frac{I}{GTQT} \frac{I}{WTT} \frac{I}{VTTUG} \frac{I}{NIL} \frac{I}{TDC} \frac{O}{XHLBY}$   
 $\frac{I}{WSZU} \frac{I}{UPUL} \frac{I}{CUDZ} \frac{I}{TUG}$

## Campus Security

A	B	C	D	E	F	G	H	I	J	K	L	M	N	O	P	Q	R	S	T	U	V	W	X	Y	Z
D														H											

$\frac{O}{MH} \frac{O}{PQH} \frac{O}{CHYN} \frac{O}{JGHP} \frac{O}{KCRG} \frac{O}{KO} \frac{A}{DGK} \frac{A}{RORD} \frac{A}{MM}$   
 $\frac{A}{LXN} \frac{A}{XIX} \frac{A}{DIKC} \frac{A}{DO} \frac{A}{D} \frac{A}{JGK} \frac{A}{PDR} \frac{O}{IXHN}$   
 $\frac{O}{IH} \frac{O}{QKK} \frac{O}{JUR} \frac{O}{XMC} \frac{O}{XNV} \frac{O}{HPP} \frac{O}{RJD} \frac{O}{NIO}$   
 $\frac{O}{XNO} \frac{O}{XCK} \frac{O}{HS} \frac{O}{D} \frac{O}{URX} \frac{O}{MC} \frac{O}{XNV} \frac{O}{HG} \frac{O}{IH}$   
 $\frac{O}{CXG} \frac{O}{KPI} \frac{O}{IEKA} \frac{O}{IH} \frac{O}{D} \frac{O}{CKO} \frac{O}{XVND} \frac{O}{DIKC}$   
 $\frac{O}{OEK} \frac{O}{MKI} \frac{O}{KG} \frac{O}{G} \frac{O}{HHA}$

The **FIRST** three people to respond with the correct answers will receive their choice of six **FREE** months of **KASPERSKY ANTI-VIRUS** software or **CRASH PLAN** service.  
 Send your responses to [epics.news@touro.edu](mailto:epics.news@touro.edu)

**TOURO EMERGENCY HOTLINE 24 HOURS A DAY 7 DAYS A WEEK 1-88-TOURO911**



Touro College

Campus Security \* Information Security \* Emergency Preparedness  
**AWARENESS**  
**EPICS**  
**Quarterly**

## EMP: OEM Watch

### New York and the Metropolitan Area

New York City Office of Emergency Management  
165 Cadman Plaza East, Brooklyn, NY 11201  
Ph: (718) 422-4888  
Web Page: [www.nyc.gov](http://www.nyc.gov)

### California (Solano County)

Solano County Office of Emergency Svcs  
530 Clay Street, Fairfield, CA 94533  
Ph: (707) 784-1600  
Web Page: [www.co.solano.ca.us](http://www.co.solano.ca.us)

### California (Los Angeles County)

Los Angeles County of Emergency Services Management  
1275 N. Eastern Avenue  
Los Angeles, CA 90063  
Ph: (323) 980-2261  
Web Page: [lacounty.gov](http://lacounty.gov)



### Nevada

Nevada Office of Emergency Services  
10014 North Bloomfield Road  
Nevada City, NV 95959  
(530) 265-7000  
Web Page: [www.mynevadacounty.com](http://www.mynevadacounty.com)

### Florida

Miami-Dade Department of Emergency Mgmt  
9300 NW 41st Street  
Miami, FL 33178  
Ph: (305) 468-5400  
Web Page: [www.miamidade.gov](http://www.miamidade.gov)  
Email: [oec@miamidade.gov](mailto:oec@miamidade.gov)

## Human Resources — New York

First	Last	Title	Email	Ext.
Brenda	Cordova	Payroll Administrator	Brenda.Cordova@touro.edu	5227
Francisco	Castano	HR Administrator	Francisco.Castano@touro.edu	5707
Roberta	Jackson, SPHR-CA, GPHR	Director	Roberta.Jackson@touro.edu	5163
Kenneth	Johansen	Manager of Time & Attendance	Kenneth.Johansen2@touro.edu	5211
Barbara	LaRue, PHR, GBA	Benefit Manager	Barbara.LaRue@touro.edu	5755
Tanya	Vericain	Jr. HR Generalist	Tanya.Vericain@touro.edu	5314
Marilyn	Wice	Benefits Administrator	Marilyn.Wice@touro.edu	5485

## EPICS Newsletter Contacts

**Lydia Perez**, Campus Security Director  
43 West 23rd Street  
New York, NY 10010  
Tel: (212) 463-0400 x5134  
[Lydia.Perez@Touro.edu](mailto:Lydia.Perez@Touro.edu)

**Patricia Ciuffo**, CISO  
43 West 23rd Street  
New York, NY 10010  
Tel: (212) 463-0400 x 5383  
[Patricia.ciuffo@touro.edu](mailto:Patricia.ciuffo@touro.edu)

**Shoshana Yehudah**  
Director of Emergency Preparedness  
43 West 23rd Street  
New York, NY 10010  
Tel: (212) 463-0400 x 5668  
[Shoshana.Yehudah@Touro.edu](mailto:Shoshana.Yehudah@Touro.edu)

**Alan Schoor**  
Sr. VP Operations  
27-33 West 23rd Street  
New York, NY 10010  
Tel: (212) 463-0400 x5700  
[Alan.Schoor@Touro.edu](mailto:Alan.Schoor@Touro.edu)

**TOURO EMERGENCY HOTLINE 24 HOURS A DAY 7 DAYS A WEEK 1-88-TOURO911**