Campus **S**ecurity **A**uthority
Training

Jeanne Clery Disclosure of Campus Security Policy & Campus Crime Statistics Act

Chief John M. Reid

The Jeanne Clery Act

- Jeanne Clery was a student at Lehigh University. In 1986 Jeanne Clery was raped and murdered in her dorm room. In 1990 Congress enacted the Clery Act in her memory.

The Jeanne Clery Act requirements

- ☐ This act requires universities to report specified crime statistics on college campuses and to provide other safety and crime statistics to members of the campus community.

The Jeanne Clery Act requirements

- [ ] Crimes reported to the police department or to a Campus Security Authority

Definition and Role of the CSA

What and who is a CSA?

- A CSA is a Campus Security Authority.

- CSA's are officials with significant responsibility for student and campus activities.

- Many crimes that are reported to CSA's are not reported to Police, especially sexual assaults.

- The Clery Act requires we gather and publish crime data to ensure that students and others know about dangers on campus. Crimes that are reported to CSA's will be collected for the annual report.

What makes you a CSA?

- The Law defines four categories of Campus Security Authority:

  1. University Police

  2. Non-police security staff who
     - Monitor/control entrance to property
     - Parking/Information
     - Building security staff

What makes you a CSA?
(continued)

3. People and offices designated under CI Policy.

4. Officials with significant responsibility for student and campus activities.

Why do we need CSA's?

- ☐ Because of the Clery Act, CI is legally required to publish an annual security report. The report must include *all crimes that are reported to police agencies or to a CSA, even if there is no police investigation.*

What it means to be a CSA

- If someone tells you about a crime or an incident that might be a crime, record the information and submit a report.
    - Simply get the facts – experts will do that analysis.
    - To make a report, please complete the Crime & Disciplinary Referral Report form and forward it to the police department.
    - When in doubt, report it.
    - Questions? Contact the CSU Channel Islands Clery Coordinator at 805-437-8881.

Examples of CSA's

- Dean, student housing staff, athletic coaches, student activities coordinators, student judicial officers and faculty advisors to student organizations.

- If you are directly affiliated with and responsible for students, they are likely to report an incident to you.

Who ISN'T a CSA?

- ☐ Administrative staff not responsible for student (e.g., payroll, facilities)
- ☐ Clerical staff
- ☐ Individual faculty who do NOT serve as an advisor to a registered student organization.

Who is exempt from reporting requirements?

- ☐ Licensed professional mental health counselors
- ☐ Pastoral counselors employed by a religious organization to provide confidential counseling

**Neither are required to report incidents reported to them while working within the scope of their license or religious assignment.

Confidential Reporting Option:

- ☐ We encourage professional and pastoral counselors, although **not required to report crimes, to tell victims about the confidential reporting process.**

- ☐ If you are a victim or witness of any crime. You can report confidentially. Please call the CI Police Department at 805-437-8444.

Crimes that must be reported:

- ☐ Criminal homicide
- ☐ Sex offenses, forcible & non-forcible
- ☐ Aggravated assault
- ☐ Robbery
- ☐ Burglary
- ☐ Motor vehicle theft
- ☐ Arson

Crimes that must be reported:
(continued)

- ☐ Hate crimes – Specific list of crimes, motivated by bias against any person or group of persons.

- ☐ Any liquor, drug or weapons violations – both arrests and disciplinary referrals for students and employees (staff & faculty).

Timing is critical

- Be sure to document…
  - **When** the crime or incident occurred
  - **When** it was reported to you

- The law requires that the crime be reported for the calendar year.

Report crimes by location

- ☐ A crime must be reported if it occurred…
  - ■ On campus (including University Glen)
  - ■ In on-campus Student Housing
  - ■ On public property adjacent to campus property (streets, sidewalks, parking lots, parks)

Report crimes by location
(continued)

☐ Under the law, some off-campus locations are deemed so closely related to the University that crimes occurring at those locations are included in campus crime statistics.

■ Example: Crimes occurring at student organization properties or at University-owned or controlled facilities "frequently used by students".

Off-campus locations

- These off-campus properties are termed "non-campus property", defined by law to include:
  - Property owned or controlled by CSU Channel Islands (e.g. CI Art Studio located at 92 Palm Dr. in Camarillo, CI educational facility at 501 Marin Dr. in Thousand Oaks, etc.)
  - Property owned or controlled by a student organization registered with campus (e.g. a fraternity)

Don't include crimes unrelated to CSU Channel Islands

☐ **For example:**

- ■ a student tells you about a crime that occurred at a different college before he transferred here.

- ■ A student reports an assault that happened away from campus and did not involve a campus activity. (e.g. home for spring break, in an off-campus student apartment, on vacation or at an off-campus job with a private company.)

Do tell the student about reporting options and refer for help

- **For example,**
  - A student tells you she was raped by another student at an off-campus apartment.
    - Although the crime did not occur at a location covered by Clery reporting, the accused student may be subject to CSU Channel Islands disciplinary action for this off-campus conduct. In addition, the victim is eligible for campus assistance and resources.

Just get the facts

- Police will categorize the report; your job is to get the information the person is willing to tell you. Remember:
  - You are not a detective
  - You don't have to prove what happened or who was at fault
  - You are not supposed to find the perpetrator
- Use the report form provided by CIPD. <u>Do not</u> identify the victim unless he/she gives permission.

Explain options

- Let the person know about options for reporting to the police. Inform him/her about confidential reporting process available through CI Police.

- Please remember that a person does not have to talk to the police, but any information reported to you must be reported to the police.

Document and report the facts

- ☐ Complete a Crime & Disciplinary Referral Report form.

- ☐ If the person does not want to report the incident to the police, inform her/him that you may be required to report the incident as an *anonymous statistic, but will not identify anyone involved.*

Completing the Crime & Disciplinary Referral Report form

- ☐ Report form is available at CIPD or on the CIPD website
  - ■ www.csuci.edu/police/Annual_Security_Report.htm
- ☐ Describe the incident
  - ■ Completing the form as thoroughly as possible will help the police and the Jeanne Clery Coordinator determine the appropriate crime classification
  - ■ Get as accurate and complete description of the incident as you can
  - ■ Indicate the crime that seems most appropriate to you

Questions to ask

- Is a violent crime in progress?
  - If so, call 911 immediately
- Has the victim sought or is the victim in need of assistance/services?
- What happened? When, where, and how did it happen? Is there an identified suspect?
- Has the incident been reported to the police or another CSA?
- Does the victim wish to remain anonymous?

Crime Classifications

Crime Classifications
(continued)

- ☐ Criminal Homicide
  - ■ Murder and Manslaughter
    - ☐ The willful or negligent killing of a human being by another.

- ☐ Aggravated Assault
  - ■ An unlawful attack upon the person of another for the purpose of inflicting severe or aggravated bodily injury.

Crime Classifications
(continued)

- ☐ Sex Offenses, Forcible & Non-Forcible
  - ■ **Forcible sex offenses:** rape, sodomy, oral copulation, sexual fondling, sexual assault with object.
  - ■ **Non-forcible:** statutory rape and incest
- ☐ *Questions to ask about sex offenses:*
  - ■ *Was the crime committed forcibly against victim's will?*
  - ■ *Was the victim incapable of giving consent because of temporary, permanent mental, physical incapacity, or because underage?*
  - ■ *Was assault facilitated by giving drugs an/or alcohol?*

Crime Classifications
(continued)

- ☐ Robbery
  - ■ The taking of personal property from the care, custody, or control of another person by means of force or fear.
- ☐ *Questions to ask if robbery is reported:*
  - ■ *Was force or a weapon used or threatened?*
  - ■ *Was the victim injured?*
  - ■ *Did the victim feel fearful, threatened or endangered?*

Crime Classifications

(continued)

- ☐ Burglary
    - ■ Unlawful entry into a structure to commit a felony or theft
- ☐ *Questions to ask if Burglary is reported:*
    - ■ *Was the item taken from inside dorm, office, classroom, lab or other structure?*
    - ■ *Was the structure closed or locked?*
    - ■ *How did the suspect get in the structure?*

Crime Classifications
(continued)

- ☐ Motor vehicle theft
    - ■ The taking of a motor vehicle without the consent of the owner (includes joyriding).

- ☐ Arson
    - ■ Willful or malicious burning/attempt to burn structure, vehicle, or personal property of another.

Crime Classifications
(continued)

- ☐ Hate Crimes
    - ■ Any of the aforementioned crimes, plus:
        - ☐ Theft, simple assault, threats, vandalism, or
        - ☐ Any other crime involving bodily injury
    - ■ Crime was motivated by bias against any person or group of persons; and
    - ■ The victim was selected because of actual/perceived race, gender, religion, sexual orientation, ethnicity/national origin, or disability.

Crime Classifications
(continued)

- ☐ Hate Crimes to Property
- ☐ *Questions to ask if a hate crime to property is reported:*
  - ■ *Did the crime target personal property, private residence, house of worship, ethnic organization, etc?*
  - ■ *Did the incident involve any expression of hatred (e.g. graffiti, comments, etc. related to race, gender, religion, sexual orientation, ethnicity/national origin, or disability)?*
  - ■ *Report ANY vandalism to property of religious, ethnic, gay or lesbian organization as a hate crime.*

Crime Classifications
(continued)

- ☐ Disciplinary Referrals
  - ■ Liquor Law Violations
    - ☐ Not including DUI or public intoxication
  - ■ Drug Violations
  - ■ Weapons Violations
- ☐ CSA's must report disciplinary referrals for the above crimes unless the student or employee was also arrested for the crime.
- ☐ Actual number of persons involved

Important information and deadline date:

- ☐ Police Department
  - ■ 805-437-8444 or 911
- ☐ Personal Counseling Services
  - ■ 805-437-2088
- ☐ Coalition to End Domestic & Sexual Violence
  - ■ 805-654-8141
- ☐ Clery Manual
  - ■ www.ucop/ucophome/policies/clery/
- ☐ Clery Statistics Deadline: June 30, 2010