

CLERY CENTER

FOR SECURITY ON CAMPUS

Campus Security Authority Guide

Jeanne Clery
Disclosure of
Campus Security Policy
& Crime Statistics Act

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HISTORY OF THE CLERY ACT

In 1986, Jeanne Clery was raped and murdered in her residence hall by another student she didn't know. Her parents believe she and her fellow students who left doors propped open would have been more cautious if they had know about other violent crimes committed within their campus community.

The Crime Awareness Campus Security Act of 1990, renamed the Jeanne Clery Disclosure of Campus Security Policy and Campus Crime Statistics Act (Clery Act) in 1998, requires that higher education institutions to report crime statistics to current and prospective students and employees and the US Department of Education. It also requires that higher education institutions to give timely warnings of crime that represent a threat to the safety of students or employees, and to disclose their campus safety and security policies.

To learn more about he Act, visit www.clerycenter.org.



CLERY ACT RESPONSIBILITIES

To ensure that students know about dangers on their campus, the Clery Act requires institutions to gather and publish data from campus security authorities (CSAs).

CSAs should have the baseline knowledge of the following components of the Clery Act:

- Development, disclosure and implementation of campus security policy
- Timely warnings
- Daily crime log
- Annual security report
- Emergency response



WHO IS CAMPUS SECURITY AUTHORITY

The **job** of campus safety does not rest solely in the hands of the public safety or campus police. It is a collaborative effort across offices on campus.

The purpose of including non-law enforcement as CSAs is that many individuals receive crime reports, not only law enforcement.

The Clery Act defines a CSA as:

- A member of campus police or public safety/security
- An individual who has responsibility for campus security but does not constitute a police or security department (for example, monitoring the entrance of a building)
- An individual or organization specified in the institution's security policy as an individual or organization to which students and employees should report criminal offenses
- An official of an institution who has significant responsibilities for student or campus activities

Each institution is unique so each college or university needs to look at individual's roles and functions.

Examples of CSA's:

- Resident Assistants
- Directors of Housing/Residence Life
- Directors of Greek Life
- Student Conduct
- Team Coaches
- Director of Athletics
- Vice President of Student Affairs
- Faculty Advisors to Student Groups



CSA RESPONSIBILITIES

- Report Clery Act crimes to the official or office designated by the institution.
- Document any Clery crime reports provided in good faith (i.e. where there is a reasonable basis for believing that the information is not simply rumor or hearsay).
- Include reports from a witness, third party, victim or offender.
- CSAs are NOT responsible for determining whether the crime took place.



CSA EXCLUSIONS

Some examples of individuals who would not meet the criteria for being campus security authorities are:

- Individual faculty who are not advisors to student groups
- Individual campus health center physicians or nurses whose only responsibility is to provide care to students

Exemptions:

- Pastoral Counselor
- Professional Counselor

A pastoral or professional counselor must be acting in the aforementioned role to be exempt from reporting. For example, a dean may have a counseling license, but would still be required to report if he or she receives a disclosure while functioning as an administrator rather than a counselor.



CSA EMEPTIONS

YOU DO NOT HAVE TO REPORT IF

You are a **licensed** metal health counselor or pastoral counselor (recognized by religious organization to provide confidential counseling).

AND

You are working within the scope of your license or religious assignment.

Even though as a counselor you are not required to report, you can tell the person how he or she can confidentially report the crime for inclusion in the annual statistics if your institution has a confidential reporting policy



WHEN TO REPORT

I am a CSA – what must I do?

- If someone tells you about a crime or an incident that may be a crime, you must report it to your institution's designated office or official responsible for collecting Clery report information.
- Share the information as related by the person.
- When in doubt, report.
- Tell the person who disclosed the crime to you that you must share the information.
- Help connect the person to available options and resources within the institution.

Clery Contact – **Randy Nichols, Director of Safety and Security. 207-725-3474**

Campus Safety/Security – **207-725-3500**

Website - <http://www.bowdoin.edu/security/>



REPORT OPTIONS

- Let the person know about options for reporting to law enforcement.
- If your institution allows it, tell the person how he or she can report confidentially.
- Crimes reported to campus security authorities should then be reported to the designated office within the institution.

Clery Contact – **Randy Nichols, Director of Safety and Security. 207-725-3474**



CLERY CRIMES

- Criminal Homicide
 - Murder and Non-negligent manslaughter
 - Negligent Manslaughter
- Sex Offenses
 - Forcible Sex Offenses
 - Nonforcible Sex Offenses
- Robbery
- Aggravated Assault
- Burglary
- Motor Vehicle Theft
- Arson
- Dating Violence
- Domestic Violence
- Stalking
- Liquor, Drug, or Weapons Law Violations
- Hate Crimes*

*Hate Crimes: Any of the above offenses and incidents of Larceny-Theft, Simple Assault, Intimidation or Destruction/Damage/Vandalism of Property which were motivated by the offender's bias



WHAT MUST BE REPORTED

- Type of crime
- Location of the crime
 - On campus:
 - On campus, student housing facility
 - On public property adjacent to & accessible from campus
 - At non-campus property or building owned or controlled by the institution or a recognized student organization
- Timing
 - Date and time the crime or incident occurred
 - When the person reported it to you
- Name of the victim (if the victim wished to be identified)
- Identities of any known suspects or witnesses



IN ALL CASES

- Get the information the person wants to share.
- You don't have to prove what happened or who was at fault.
- It is not your responsibility to find the perpetrator.
- Detailed information will help correctly categorize the crime.
- If you're not sure if a crime should be reported, report it and let campus police or security or the designated office decide.

If the person reporting the crime is in imminent danger or harm, telephone the University Police Department or Public Safety immediately.

Police or Public Safety: **9-1-1**

If off campus, dial **9-1-1**



INFORMATION YOU SHOULD PROVIDE

- Programs for assisting victims of sexual assault and other crimes
- Procedures for seeking medical help
- Options for reporting

Learn more about the institutional requirements at www.clerycenter.org



CAMPUS SAFETY INFORMATION

Contact for more information:

- Website: <http://www.bowdoin.edu/security/>
- Phone: 207-725-3314

Other institutional and community resources:

[Bowdoin College Security](#) (ext. 3314, or for emergencies ext. 3500)

Dean-on-call, Doctor-on-call, Counselor-on-call (ext. 3314 after hours)

[Counseling Center](#) (ext. 3145)

[Peter Buck Health Center](#) (725-3770)

[Employee Assistance Program](#), [Anthem EAP](#) (800-647-9151)

[Human Resources](#) (ext. 3837)

[Office of the Dean for Academic Affairs](#) (ext. 3578)

[Office of the Dean of Student Affairs](#) (ext. 3229)

Safe Space (contact Residential Life Staff or Dean's Office for names of student members)

[Gender, Sexuality, and Women's Studies](#) (ext. 7039)

[Residential Life](#) (Proctors, RAs, office ext. 3225) **Off-Campus Resources**

[Brunswick Police Department](#) (911 or 725-6620)

[Mid Coast Hospital](#) (729-0181)

[Sexual Assault Support Services of Mid Coast Maine](#) (SASSMM) (800-871-7741 statewide or 800-822-5999 in local area)

[Family Crisis Services](#) (800-537-6066, Brunswick Office 442-0106, 24 Hour Hotline 866-834-4357)

[Rape, Abuse & Incest National Network](#) (800-656-HOPE)

[National Domestic Violence Hotline](#) (800-799-7233)

[Domestic Abuse Helpline for Men and Women](#) (888-7HELPLINE)

[National Dating Violence Helpline](#) (866-331-9474)



ADDITIONAL RESOURCES

Other Resources:

Handbook for Campus Safety and Security Reporting

- <http://www2.ed.gov/admins/lead/safety/handbook.pdf>

Clery Center for Security On Campus

- www.clerycenter.org

RAINN

- Rape, Abuse and Incest National Network www.rainn.org



CLERY CRIME DEFINITIONS

Criminal Homicide

Murder and Non-negligent Manslaughter is defined as the willful (non-negligent) killing of one human being by another.

Negligent Manslaughter is defined by the killing of another person through gross negligence.

Sex Offenses

Sex Offenses-Forcible is defined as any sexual act directed against another person, forcibly and/or against that person's will; or not forcibly or against the person's will where the victim is incapable of giving consent.

Sex Offenses-Non-forcible is defined as unlawful, non-forcible sexual intercourse (incest or statutory rape)

Robbery is the taking or attempting to take anything of value from the care, custody, or control of a person or persons by force or threat of force or violence and/or by putting the victim in fear.

Aggravated Assault is an unlawful attack by one person upon another for the purpose of inflicting severe or aggravated bodily injury. This type of assault usually is accompanied by the use of a weapon or by means likely to produce death or great bodily harm.

Burglary is the unlawful entry of a structure to commit a felony or theft.

[Clery Crime Definitions Continued](#)

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Motor Vehicle Theft is the theft or attempted theft of a motor vehicle.

Arson is any willful or malicious burning or attempt to burn, with or without intent to defraud, a dwelling house, public building, motor vehicle or aircraft, personal property of another, etc.

A Hate Crime is criminal offense committed against a person or property which is motivated, in whole or in part, by the offender's bias.

Larceny-Theft is the unlawful taking, carrying, leading or riding away of property from the possession of constructive possession of another.

Simple Assault is an unlawful physical attack by one person upon another where neither the offender displays a weapon, nor the victim suffers obvious severe or aggravated bodily injury involving apparent broken bones, loss of teeth, possible internal injury, severe laceration, or loss of consciousness.

Intimidation is to unlawfully place another person in reasonable fear of bodily harm through the use of threatening words and/or other conduct, but without displaying a weapon or subjecting the victim to actual physical attack.

Destruction/Damage/Vandalism of Property is to willfully or maliciously destroy, damage, deface, or otherwise injure real or personal property without the consent of the owner or the person having custody or control of it.



CLERY CRIME DEFINITIONS cont..

Domestic Violence means a felony or misdemeanor crime of violence committed by:

- a current or former spouse or intimate partner of the victim,
- a person with whom the victim shares a child in common,
- a person who is cohabiting with or has cohabitated with the victim as a spouse or intimate partner,
- a person similarly situated to a spouse of the victim under the domestic or family laws of the jurisdiction receiving grant monies (under VAWA) or
- any other person against an adult or youth victim who is protected from that person's acts under the domestic or family violence laws of the jurisdiction

Dating Violence means violence committed by a person:

- who is or has been in a social relationship of a romantic or intimate nature with the victim; and
- where the existence of such a relationship shall be determined based on a consideration of the following factors:
 - the length of the relationship;
 - the type of the relationship, and
 - the frequency of interaction between the persons involved in the relationship

[Clery Crime Definitions Continued](#)

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CLERY CRIME DEFINITIONS (end)

Stalking means engaging in a course of conduct directed at a specific person that would cause a reasonable person to:

- fear for his or her safety or the safety of others; or
- suffer substantial emotional distress.

Weapons: Carrying, Possessing, Etc., is defined as the violation of laws or ordinances prohibiting the manufacture, sale, purchase, transportation, possession, concealment, or use of firearms, cutting instruments, explosives, incendiary devices or other deadly weapons. This classification encompasses weapons offenses that are regulatory in nature.

Drug Abuse Violations are defined as the violation of laws prohibiting the production, distribution and/or use of certain controlled substances and the equipment or devices utilized in their preparation and/or use. The unlawful transportation or importation of any controlled drug or narcotic substance. Arrests for violations of state and local laws, specifically those relating to the unlawful possession, sale use, growing, manufacturing and making of narcotic drugs.

Liquor Law Violations are defined as the violation of state or local laws or ordinances prohibiting the manufacture, sale, purchase, transportation, possession or use of alcoholic beverages, not including driving under the influence of drunkenness.

Clery Crime Definitions End

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LOCAL CONTACT INFO

Counseling Center - [Counseling Center](#) 207-725-34145

Public Safety - [Brunswick Police Department](#) 911 or 725-6620

Victim Service Agency - [Sexual Assault Support Services of Mid Coast Maine](#)
(SASSMM) (800-871-7741 statewide or 800-822-5999 in local area)

Your Clery Contact on Campus – Randy Nichols, Director of Safety and Security
207-725-3474

Clery Center for Security On Campus

110 Gallagher Rd, Wayne, PA 19087

www.clerycenter.org

484-580-8754

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