

Your role as Campus Security Authority

under the Jeanne Clery Campus Disclosure of
Campus Security Policy and Campus Crime
Statistics Act (the “Clery Act”)



What does this training cover

- Who is a CSA
- What crimes must be reported under Clery
- What do we mean by Clery geography
- How to report and what to provide victims
- CSA training requirements



If you believe you've been wrongly identified as a CSA, contact your Clery Coordinator.

Learning Goal

Upon completion of this training the Campus Security Authority (CSA) will understand the basic reporting requirements of the Clery Act and how to report Clery crimes to the USF Tampa Clery Coordinator.

History of the Clery Act



Jeanne Ann Clery

Named in memory of 19-year-old Lehigh University freshman Jeanne Ann Clery who was raped and murdered in her residence hall room on April 5, 1986.

Her parents believe she would have been more cautious if she had known about other violent crimes at Lehigh.

The Jeanne Clery Disclosure of Campus Security Policy and Campus Crime Statistics Act

History (continued)

The Jeanne Clery Disclosure of Campus Security Policy and Campus Crime Statistics Act (the “Clery Act”) requires all colleges and universities that participate in federal financial aid programs to keep and disclose information about crime on and near their respective campuses.

History (continued)

- 1988-Became law in Pennsylvania
- 1990-Became a federal law: *Crime Awareness and Campus Security Act*; amended the Higher Education Act (HEA) of 1965
- 1998-Renamed “Jeanne Clery Disclosure of Campus Security Policy and Campus Crime Statistics Act” (aka the “Clery Act”)
- 2000 & 2008-Amended as part of the Higher Education Opportunity Act (HEOA)
- 2013-Amended as part of the Violence Against Women Act (VAWA)

Purpose

Gather/publish de-identified crime data to:



- Ensure students know about dangers on campus
- Allow students and parents to compare colleges

Federal Monitoring and Penalties



Compliance monitored by Dept of Education

- Civil penalties - \$55,000/violation
- Suspend federal student financial aid

Why was I designated as a CSA?

- University Audit & Compliance, General Counsel, and the University Police Department worked with Human Resources and the organizational units to identify the appropriate employees by Clery definition.
- Unit HR Reps

What are Campus Security Authorities?

Campus Security Authorities (or “CSAs”) is a Clery-specific term that encompasses four groups of individuals and organizations associated with an institution who are responsible for reporting crimes under the Clery Act.

Four Types of CSAs



Campus police

Non-law enforcement campus security

Individuals/organizations to which students and employees
should report criminal offenses

USF officials with responsibility for student and campus activities

Examples of CSAs at USF

Note: This list is not exhaustive.

Examples of USF Officials who have significant responsibility for student and campus:

- Dean of Students
- Provost and Staff
- Representatives of Housing and Resident Life
- Student Judicial Programs or Other Discipline Officials
- Directors or Managers of Student Service Centers
- Officials who oversee extracurricular activities
- Director of Athletics, Coaches, Trainers, Staff
- Student Health Directors
- Faculty Advisors and Advisers to Student Groups

What are some examples of individuals who are CSAs under Clery?

Note: This is not an exhaustive list

- A dean of students who oversees student housing, a student center, or student extracurricular activities
- A director of athletics or a team coach
- An advisor to a student group
- A student resident advisor or assistant or a student who monitors access to dormitories

What are some examples of individuals who are not CSAs under Clery?

Note: This is not an exhaustive list

- A faculty member who does not have any responsibility for student and campus activities beyond the classroom
- Clerical or cafeteria staff
- Pastoral and Professional Counselors
 - If they are a licensed mental health counselor or a pastoral counselor (recognized by a religious organization to provide confidential counseling) **AND** they are working within the scope of their license or religious assignment

A special note to Counselors...

- Even though as a counselor, under certain conditions, you do not have to report, you can tell the person how he/she can report the crime to Police
- USF encourages reports of crimes by counselors and victims

As a CSA, your responsibilities are...

- Report Clery crimes occurring on our Clery Geography to your Clery Coordinator
- Provide crime victims with resources available
- Take CSA training annually

USF
UNIVERSITY OF
SOUTH FLORIDA

Campus Security Authority: Crime & Incident Report Form

Any individual who suspects or has knowledge that a crime has been committed can report such crime at any time to the appropriate law enforcement agency.

INSTRUCTIONS: Employees designated as a Campus Security Authority (CSA) must complete this form and forward it to Sgt. Todd Gregory, USF Tampa Police Department, via e-mail at tgregory@usf.edu or mail point UPB002. For questions regarding this form and for Divisions that report a large number of alcohol related incidents, please contact Sgt. Todd Gregory to discuss approaches for more efficient provision of this information by calling 813-974-2362.

Last Name, First Name:		Email:	
Department:		Phone #:	

Did you receive knowledge of this incident through another department?
☐ No ☐ Yes, please indicate which department: _____

DATES

Date of Incident: _____

Time of Incident: _____

Date this incident was reported to you: _____

INCIDENT DETAIL

Describe the incident in detail. This will be used to aide in determining the proper classification under the Jeanne Clery Act and will aide in our identification of duplicate reporting.

Was this incident reported to the police?
☒ No ☐ Unknown ☐ Yes, it was reported to the following agency: _____ Report Number: _____

For the following crimes where the police were not present or contacted, please indicate how many persons were referred for each category and whether or not the same person was referred for multiple crimes (check all that apply):

☐ Alcohol Referral for Disciplinary Action How many? _____
(Do Not Include Drunk in Public Incidents)

☐ Drug Referral for Disciplinary Action How many? _____

☐ Weapon Referral for Disciplinary Action How many? _____

For emergencies, always call 911

CSA Report Form?

The CSA Crime & Incident Report Form is available on the USF Police Department web site:

<http://www.usf.edu/administrative-services/university-police/your-safety/campus-security-authority.aspx>

CSAs must report the following Clery crimes...

- Murder and Non-Negligent Manslaughter
- Negligent Manslaughter
- Sex Offenses
 - Rape
 - Fondling
 - Incest
 - Statutory rape
- Robbery
- Aggravated assault
- Burglary
- Motor vehicle theft
- Arson
- Dating violence
- Domestic violence
- Stalking



CSAs must report the following hate crimes...

Hate Crimes:

- Larceny-Theft
- Simple assault
- Intimidation
- Destruction, damage or vandalism of property



Bias categories:

- Race
- Gender
- Gender Identity
- Religion
- Ethnicity
- Disability
- Sexual Orientation
- National Origin

CSAs must also report...

Arrests and referrals for disciplinary actions:

- Carrying and possessing weapons
- Illegal drug abuse
- Liquor law violations

Drunkenness and DUI do not count as a Liquor Law violation

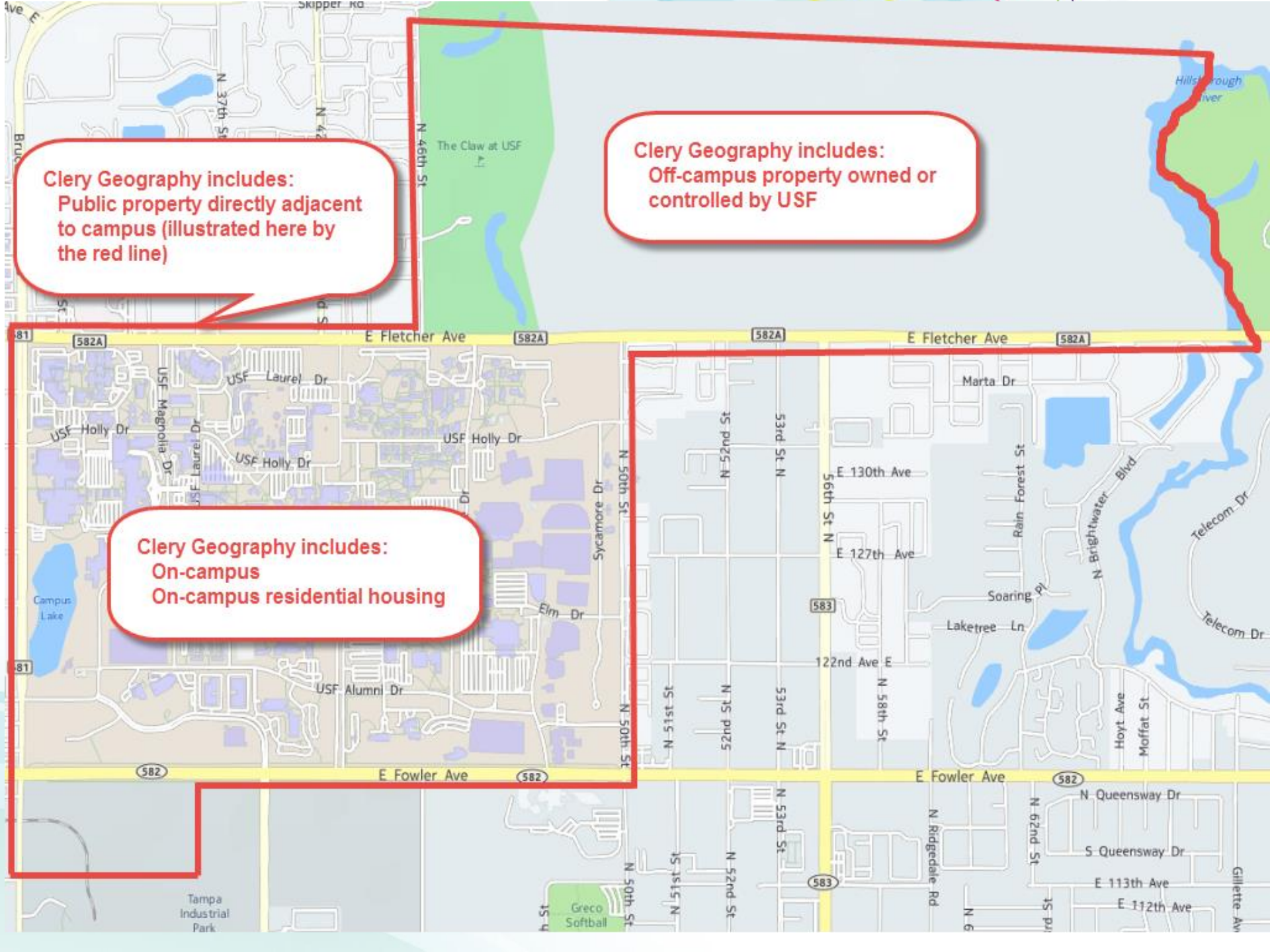


Do NOT report violations of university policy as a Clery crime

Where can I find Clery Crime definitions?

- Summary definitions are on the CSA Crime & Incident Report Form.
- Detailed definitions and examples are in The Handbook for Campus Safety and Security Reporting.

These materials are available online on the USF Tampa Police Department web site.



A map of the Clery campus area with various streets and landmarks labeled. A red line outlines the Clery Geography, which includes public property directly adjacent to the campus and off-campus property owned or controlled by USF. The map shows a grid of streets including E Fletcher Ave, E Fowler Ave, N 37th St, N 46th St, N 50th St, N 51st St, N 52nd St, N 53rd St, N 54th St, N 55th St, N 56th St, N 57th St, N 58th St, N 59th St, N 60th St, N 61st St, N 62nd St, N 63rd St, N 64th St, N 65th St, N 66th St, N 67th St, N 68th St, N 69th St, N 70th St, N 71st St, N 72nd St, N 73rd St, N 74th St, N 75th St, N 76th St, N 77th St, N 78th St, N 79th St, N 80th St, N 81st St, N 82nd St, N 83rd St, N 84th St, N 85th St, N 86th St, N 87th St, N 88th St, N 89th St, N 90th St, N 91st St, N 92nd St, N 93rd St, N 94th St, N 95th St, N 96th St, N 97th St, N 98th St, N 99th St, N 100th St. Other landmarks include Campus Lake, The Claw at USF, Hillborough River, and Tampa Industrial Park.

Clery Geography includes:
Public property directly adjacent to campus (illustrated here by the red line)

Clery Geography includes:
Off-campus property owned or controlled by USF

Clery Geography includes:
On-campus
On-campus residential housing

Non Campus Examples

Raymond James Stadium



Tampa General Hospital



What to tell the person reporting this to me

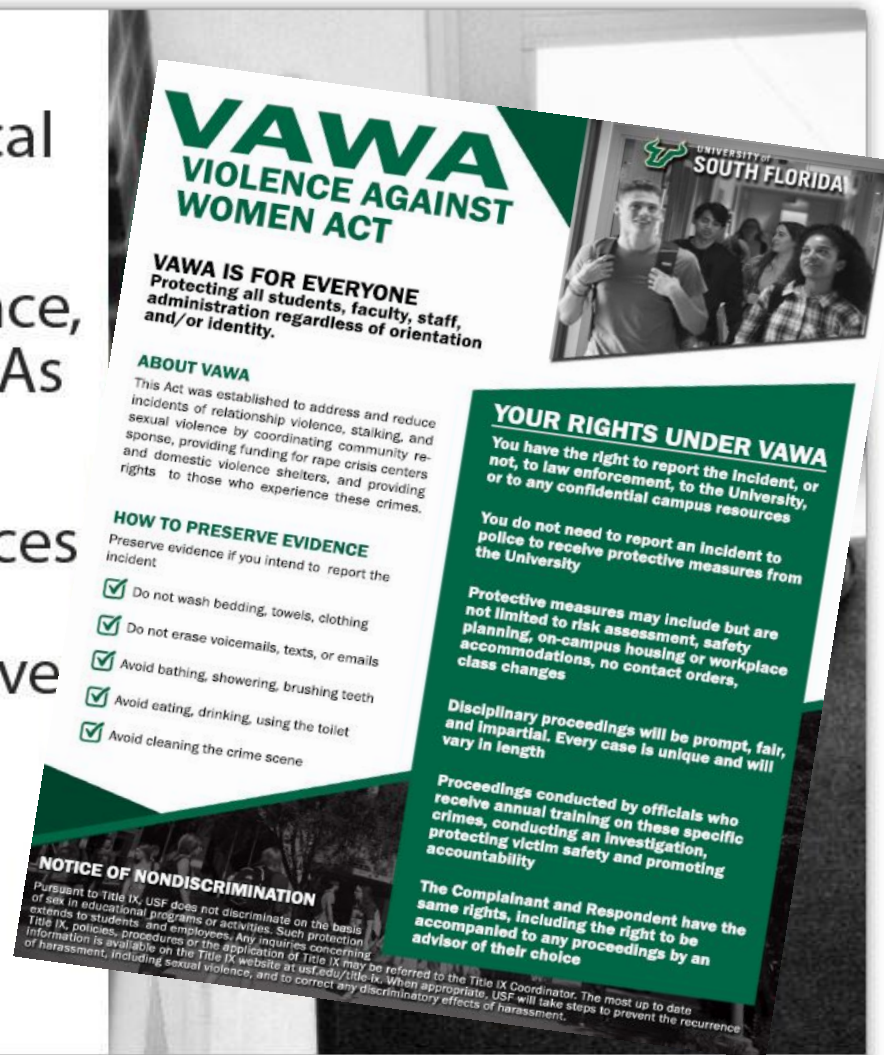
- Discuss resources available to crime victims
- Disclose that you are a mandatory reporter under Clery
- Reassure them you will not identify anyone unless the victim consents

This is an example:
Each institution will
provide a flyer for their
community



What Information Do I Provide?

- Encourage them to seek medical help
- Sexual assault, domestic violence, dating violence or stalking, CSAs required by VAWA to provide:
 - Victims with written resources
 - Guidance on how to preserve evidence
 - Copy of “resources” flyer



USF Resources

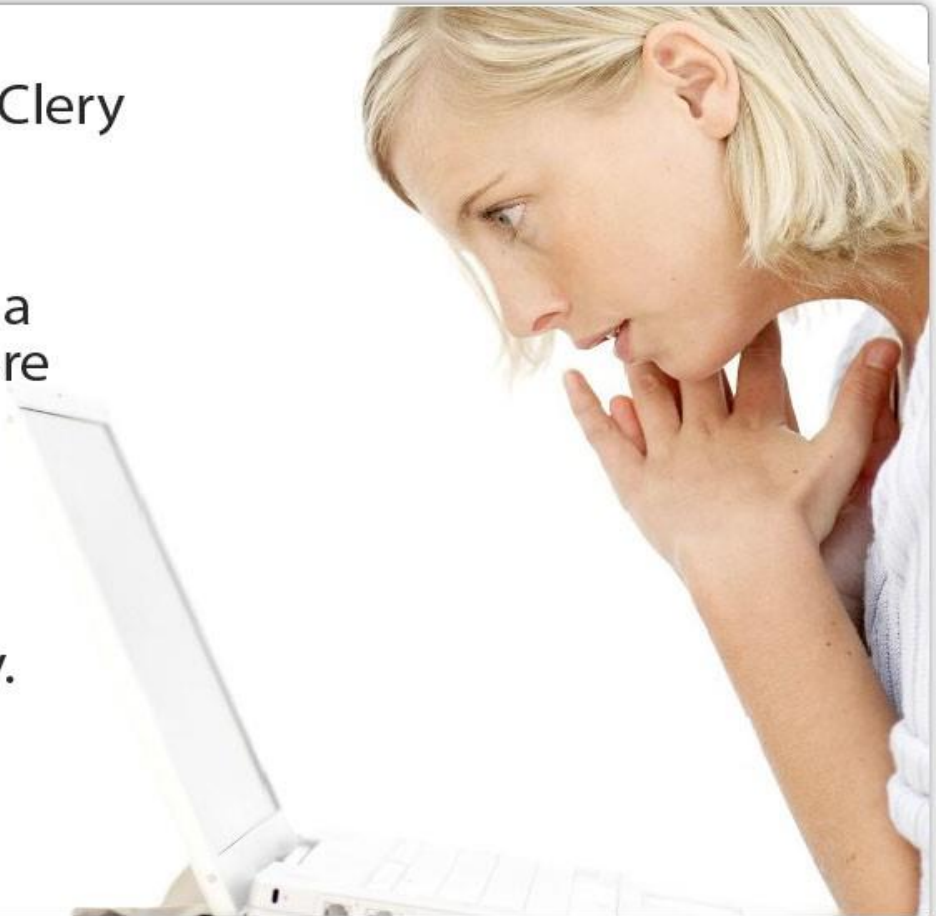
- **USF Center for Victim Advocacy**
 - Student Services Building (SVC), Suite 0067 Phone 974-5756
- **USF Counseling Center**
 - Student Services Building (SVC), Suite 2124 Phone 974-2831
- **USF Office of Student Conduct and Ethical Development**
 - John and Grace Allen Building (ALN), Rm. 109 Phone 974-9443
- **USF Diversity, Inclusion and Equal Opportunity Office (DIEO)**
 - John and Grace Allen Building (ALN), Rm. 172 Phone 974-4373

Resources are listed in USF System Policy 0-004 Sexual Misconduct/Sexual Harassment (Including Battery)

Clery does not require you to report

Do not report crimes to the Clery Coordinator if:

- A person tells you about a crime that occurred before he/she came to USF; OR
- While he/she was away from campus and not involved in a USF activity.



What NOT to Do

- Do NOT try and determine whether a crime took place or who was at fault
- Do NOT try to apprehend the alleged perpetrator of the crime
- Do NOT try to convince a victim to contact law enforcement if the victim chooses not to do so
- Do NOT identify the victim unless the victim consents to being identified



What is Done with CSA Crime Reports?



The Clery Coordinator determines whether the crime is reportable under Clery and, if so, includes the de-identified crime as a statistic published each October in our annual Security and Fire Safety Report, available on the your institution's Police Department's web site.

USF Clery Coordinators

USF Tampa— Edwin Lovett

USF Tampa Police Department
4202 E Fowler Ave, UPB002 | Tampa, FL 33620-8750
(813) 974-3959 | Fax: (813) 974-5616
eglovett@usf.edu | usfpd.usf.edu

USF St. Petersburg— Chief David Hendry

USF-SP Police Department
140 Seventh Avenue South, FPF 105 | St. Petersburg, FL 33701
(727) 873-4267 | Fax: (727) 873-4122
davidhendry@usfsp.edu | www1.usfsp.edu/police

USF Sarasota-Manatee—Chief Michael A. Kessie

USF-SM Police Department
5800 Bay Shore Road, CPD | Sarasota, FL 34243 (941)
487-4210 | Fax: (941) 487-4799
mkessie@ncf.edu | www.usfsm.edu/campuspolice

USF Health, CAMLS—Donald Mullins

Campus Location
124 S Franklin St, Tampa, FL 33602
(813) 224-7840 | Fax: (941) 487-4799
mullinsd@usf.edu | www.health.usf.edu/

Title IX

Gender Discrimination at Educational Institutions

Mandatory Reporters = "Responsible Employees"

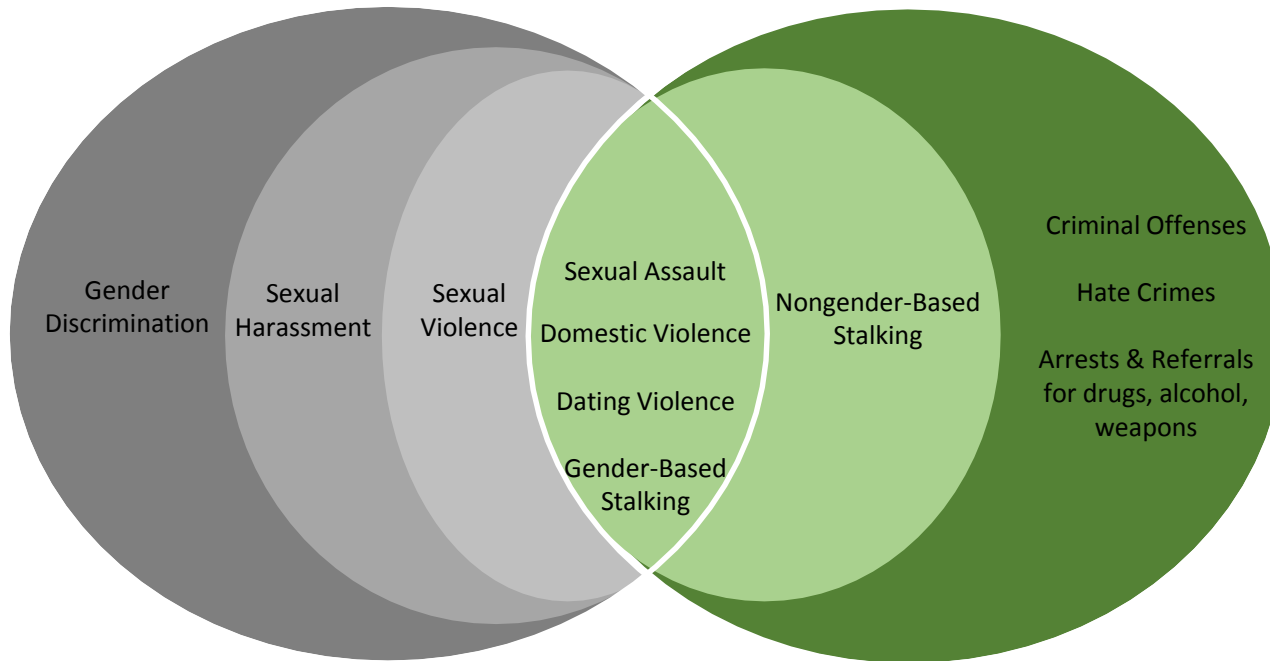
Report WHO & WHAT (non-confidential)

CLERY ACT

Safety & Security at Educational Institutions

Mandatory Reporters = "Campus Security Authorities"

Report WHAT & WHERE (confidential if victim wishes)



VAWA

Amendments to Clery Act

Title IX Coordinators

Title IX Coordinator:

Maggie Denney, M.Ed., LMHC

Director, Title IX & VAWA

Compliance

Office of Compliance & Ethics

ALN 172

denney1@usf.edu

[813-974-8616](tel:813-974-8616)

Duties and Responsibilities:

Monitoring and oversight of overall implementation of Title IX Compliance at the University System, including coordinating the review processes for faculty, staff, students and other members of the University Community

Title IX Coordinators:

USF ST. Petersburg Students

Dr. Jacob Diaz

Deputy Coordinator and Dean of Students

140 7th Avenue South, FTF 112, St.

Petersburg, FL 33701

(727) 873-4826; jacobdiaz@usf.edu

Title IX Investigator

Jeff Van Zandt, JD

4202 E. Fowler Avenue, ALN 172,

Tampa, FL 33620

(813) 974-3970; jvanzand@usf.edu

Title IX Case Manager

Katie Johnson, B.A.

4202 E. Fowler Avenue, ALN 172,

Tampa, FL 33620

johnson210@usf.edu

Training Assessment

If the victim of a Clery Reportable Crime does not want to report the crime to police, then don't report to the Clery Coordinator on the CSA Crime and Incident Form.

☐ True

☒ False

False- All Clery Reportable Crimes are reported to the Clery Coordinator, even if the victim doesn't want to go to the police. Clery Crimes are reported without identifying the victims.

Training Assessment

Which of the following are reportable under the Clery Act? Pick all that apply, if needed.

- ☒ Rape
- ☐ Public Drunkenness
- ☒ Liquor Law Violation
- ☒ Hate Crime

All choices except Public Drunkenness need to be reported to Clery Coordinator.

Training Assessment

Which of the following geographical areas are not reportable under the Clery Act:

- ☐ A. Any On-Campus Building
- ☒ B. Apartment Complexes near the University
- ☐ C. Residential Housing
- ☐ D. Roadways Bordering Campus

According to the Clery Geography definition, Apartment complexes near the University are not part of the USF Clery Geography

Training Assessment

If a resident reports their room has been burglarized and you find out after the fact or while the police are investigating the incident do you need to complete a CSA Crime and Incident Form?

☐ Yes

☒ No

No, USF Police are CSA's and they are responsible to report the incident to the Clery Coordinator.