

Campus Security Authority Training

What You Need to Know

Updated 1/6/2025

TOPICS PRESENTED

- ✓ The Clery Act: A Brief History
- ✓ What does it require
- ✓ How does it impact Florida Tech
- ✓ What are my responsibilities

WHAT IS CLERY?

- The "Clery Act" is named in memory of 19 year old, Lehigh University freshman Jeanne Ann Clery who was raped and murdered while asleep in her residence hall room on April 5, 1986.
- She was murdered by Joseph Henry, then a 20 year old student who lived off campus and entered Clery's dorm through 3 propped doors.

ABOUT THE CLERY ACT...

- **Jeanne's parents, Connie and Howard, discovered that students hadn't been told about:**
 - 181 previous reports of propped doors.
 - Lehigh had 5,400 students with 12 security guards and 38 violent crimes in 3 years prior to her murder.
- **In comparison:**
 - Penn State from 2011-2013 had 24 violent crimes with 6 times the student population.
- **They joined with other campus crime victims and persuaded Congress to enact this law, which was originally known as the "Crime Awareness and Campus Security Act of 1990."**

ABOUT THE ACT...

(Continued)

- The law was amended in 1992 to add a requirement that schools afford the victims of campus sexual assault certain basic rights and was amended again in 1998 to expand the reporting requirements.
- The 1998 amendments formally named the law in memory of Jeanne Clery.
- Subsequent amendments in 2000 and 2008 added provisions dealing with registered sex offender notification and campus emergency response, respectively.
- The 2008 amendments added a provision to protect crime victims, "whistleblowers", and others from retaliation.

JEANNE CLERY DISCLOSURE OF CAMPUS SECURITY POLICY AND CAMPUS CRIME STATISTICS ACT [20 USC § 1092(F)]

- The landmark federal law requires colleges and universities across the US to disclose information about crime on and around their campuses.
- The law is tied to participation in federal student financial aid programs and applies to most institutions of higher education.
- It is enforced by the U.S. Department of Education

WHAT IS A CSA? (CAMPUS SECURITY AUTHORITY)

- Although every institution wants its campus community to report criminal incidents to law enforcement, we know that this doesn't always happen. Even at institutions with a police office on campus, a student who is the victim of a crime may be more inclined to report it to someone other than the campus police. For example, a victim of a sexual offense may turn to an advisor for assistance.
- For this reason, the *Clery Act requires all institutions to collect crime reports from a variety of individuals and organizations that Clery considers to be "campus security authorities."* CSA's are a vital part of data collection for the annual safety and security report.

HOW DOES THIS IMPACT YOU...

- Many crimes, especially sexual assaults, are not reported to police.
- The Clery Act requires that we gather and publish crime data to ensure that students and others know about dangers on campus.
- Data is collected from a wide variety of “Campus Security Authorities”.

*This where **YOU** come in*

WHO IS A CSA?

- President
- Vice Presidents
- Deans
- Assistant Deans
- Student Services Advisors
- Student Club Advisors
- Affirmative Action/Title IX Compliance Officer
- Campus Security

****Any person assigned as “Acting” in any of the above roles.***

WHO IS NOT CONSIDERED A CSA?

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

IF YOU ARE A CSA – WHAT DO YOU HAVE TO DO?

- The function of a campus security authority is to report to the official or office designated by the institution to collect crime report information, such as the Department of Security, those allegations of **Clery Act** crimes that he or she concludes were made in good faith.
- Here at Florida Tech all reportable crimes should be reported to campus Security.
- A campus security authority's key responsibility is to encourage crime victims and witnesses to report crimes to the police or campus Security.

WHAT DO YOU HAVE TO REPORT?

These crimes must be reported (definitions follow):

- Criminal homicide (*Murder / Non- Negligent manslaughter*) (*Manslaughter by Negligence*)
- Sex offenses (*rape, fondling, incest, statutory rape*)
- Aggravated assault
- Robbery
- Burglary
- Motor vehicle theft (*Including Attempts, Electric Scooters and Electric Bicycles*)
- Arson
- VAWA (*Domestic Violence / Dating Violence / Stalking*)
- Hazing

WHAT YOU HAVE TO REPORT (CONTINUED)

- You must also report:
 - Hate crimes, including any of the nine crimes listed above, or any other crime causing bodily injury, if **motivated by hate**
 - Liquor, drug, and weapons – both **arrests AND disciplinary referrals**

TIMING AND LOCATION IS CRITICAL

Be sure to document

- **When** the crime or incident occurred AND
- **When** it was reported to you
- **Where** the crime or incident occurred

The law requires that the crime be reported for the calendar year in which it was first reported to a Campus Security Authority – not when it occurred, not when it was reported to police

LOCATION, LOCATION, LOCATION...

A crime must be reported if it occurred:

- On campus
- Student Housing
- On public property within or immediately adjacent to the campus
- In or on non-campus buildings or property that Florida Tech owns or controls

❖ **See definitions sheet**

WHAT SHOULD YOU DO?

- If you become aware of any crimes listed above that have not been reported to the campus Department of Security, please complete a Campus Security Authority report.
- Completing the form will take only a few minutes and your assistance will support the University in maintaining compliance with this federal law.
- If you have any questions regarding reporting obligations, please contact the Director of Security at extension 8113.

Campus Security Authority Reporting Form Example

Date of report: _____

Name of campus security authority: _____

Date that incident occurred (mm/dd/yyyy): _____

If multiple incidents were reported or if the date the incident occurred is unknown, please note below:

REPORTING PERSON CONTACT INFORMATION

Reported By: The Victim A Third Party

First Name: _____ Last Name: _____

Phone Number: _____ E-mail Address: _____

If a third party reported the crime to you, please enter the relationship of the third party to the victim:

AGENCY NOTIFIED

If, to your knowledge, a law enforcement agency was notified, please enter the name of that agency.

Does the victim want the incident reported to law enforcement? Yes No

INCIDENT INFORMATION

Location of incident (building name, street address, office number): _____

Time of incident (if known): _____

Incident description (Please provide specific, detailed information; can attach additional document if necessary.)

<https://www.fit.edu/security/campus-security-authorities/csa-reporting-form/>

JUST THE FACTS

- **Just get the information the person is willing to tell you.**
 - You don't have to prove what happened or who was at fault, or classify the crime. Security will determine the proper classification of the crime.
 - You aren't supposed to find the perpetrator.
 - Use the report form, but DON'T identify the victim UNLESS he/she gives you permission.
- **Encourage the person to report to Security (but don't insist). The decision isn't yours, the person talking to you may not want to talk to campus security– and doesn't have to.**
- **If the person does NOT want to make a report to the police, you MUST still report the criminal incident for statistical purposes since you have been identified as a campus security authority.**

OTHER AVAILABLE RESOURCES...

- Victims' assistance programs for sexual assault and other crimes.
- Available medical treatment
- Counseling services for students and staff

***More information on resources
available by calling the Department of Security
EMERGENCY # (321) 674-8111
NON-EMERGENCY # (321) 674-8112***

DEFINITIONS

- **Criminal Homicide:** murder, non-negligent manslaughter, and manslaughter by negligence (including vehicular manslaughter)
- **Aggravated Assault:** unlawful attack upon another with intent to inflict severe injury, using weapon or means likely to produce death or great bodily harm
- **Sex offenses (Rape, Fondling, Incest, Statutory Rape)**
 - **Rape:** The penetration, no matter how slight, of the vagina or anus with any body part or object, or oral penetration by a sex organ of another person, without the consent of the victim.
 - **Fondling:** The touching of the private body parts of another person for the purpose of sexual gratification, without the consent of the victim, including instances where the victim is incapable of giving consent.

DEFINITIONS

- **Incest:** Sexual intercourse between persons who are related to each other within the degrees wherein marriage is prohibited by law.
- **Statutory Rape:** Sexual intercourse with a person who is under the statutory age of consent.
- **Robbery:** taking/attempting to take something by force, violence, threat, or by putting victim in fear
- **Burglary:** unlawful entry into a structure to commit a felony or theft
- **Motor vehicle theft:** theft of automobiles, trucks, etc., including “joyriding” (taking by person without lawful access)
- **Arson:** willful or malicious burning/attempt to burn structure, vehicle, or personal property of another

DEFINITIONS

- **Domestic Violence** – Domestic violence is defined as one or more offenses, such as physical harm, bodily injury, assault or the infliction of fear of imminent physical harm, bodily injury or assault or the infliction of fear of imminent physical harm, bodily injury or assault between family members, household members, residents sharing living space or dating relationships. Community members will be held accountable for actions involving any violations of the domestic violence statutes.
- **Dating Violence** – Violence committed by a person who is or has been in a social relationship of a romantic or intimate nature with the victim where the relationship is determined by consideration of length of relationship, type of relationship, and frequency of interaction.

DEFINITIONS

- **Stalking** – Course of conduct directed at a specific person that would cause a reasonable person to fear for safety of self or others or suffer substantial emotional distress.
- **Hazing** - any intentional, knowing, or reckless act committed by a person (whether individually or in concert with other persons), against another person or persons regardless of the willingness of such other person or persons to participate, that-
 - is committed in the course of an initiation into, an affiliation with, or the maintenance of membership in, a student organization; and
 - causes or creates a risk, above the reasonable risk encountered in the course of participation in the institution of higher education or the organization (such as the physical preparation necessary for participation in an athletic team), of physical or psychological injury including-

DEFINITIONS

➤ Hazing Cont.

Physical or Psychological Injury:

- Physical abuse
- Sleep Deprivation
- Substance Ingestion
- Sexual Violence
- Intimidation
- Criminal Conduct

DEFINITIONS

- **On-campus property:** Offense statistics for any building or property owned or controlled by the University within the same reasonably contiguous geographic area and used by the University in direct support of, or in a manner related to, the University's educational purpose, including buildings or property the location described herein that is owned by the University but controlled by another person and which is frequently used by students.
- **Non-campus property:** Offense statistics for non-campus property or building owned or controlled by the College that is frequently used by students and is not within the same reasonably contiguous geographic area of the institution, or any building/property that is owned or controlled by a student organization that is officially recognized by the institution.
- **Public property:** Offense statistics for public property located immediately adjacent to and accessible from campus, including: thoroughfares, sidewalks, streets, lands, and parks.

WHAT IS A HATE CRIME?

- Any of the already mentioned crimes, or any other crime causing bodily injury (e.g. simple assault) where there is evidence of both
 - hate motivation and
 - the victim was selected because of actual/perceived race, gender, religion, national origin, disability, or sexual orientation

HATE CRIMES TO PROPERTY...

- Was the target personal property, a personal residence, house of worship, or ethnic organization?
- Did the incident involve any expression of hatred (e.g. graffiti, comments) re: race, gender, ethnicity, religion, sexual orientation, or disability?
- Did any personal injury result from the incident?
- Report any vandalism to property of a religious, ethnic, LGBTQ organization as a hate crime

RESOURCES FOR LEARNING MORE...

➤ Clery Center



➤ National Association of College and University Attorneys (NACUA)



➤ U.S. Department of Education

2016 Handbook for Campus Safety and Security Reporting

Accessible at:

<http://www2.ed.gov/admins/lead/safety/campus.html>



Questions?

- **Director of Security / Clery Compliance Officer**

Frank Iannone: (321) 674-8113

- **Lieutenant / Asst. Clery Compliance Officer**

Bonnie Rinck: (321) 674-8556