

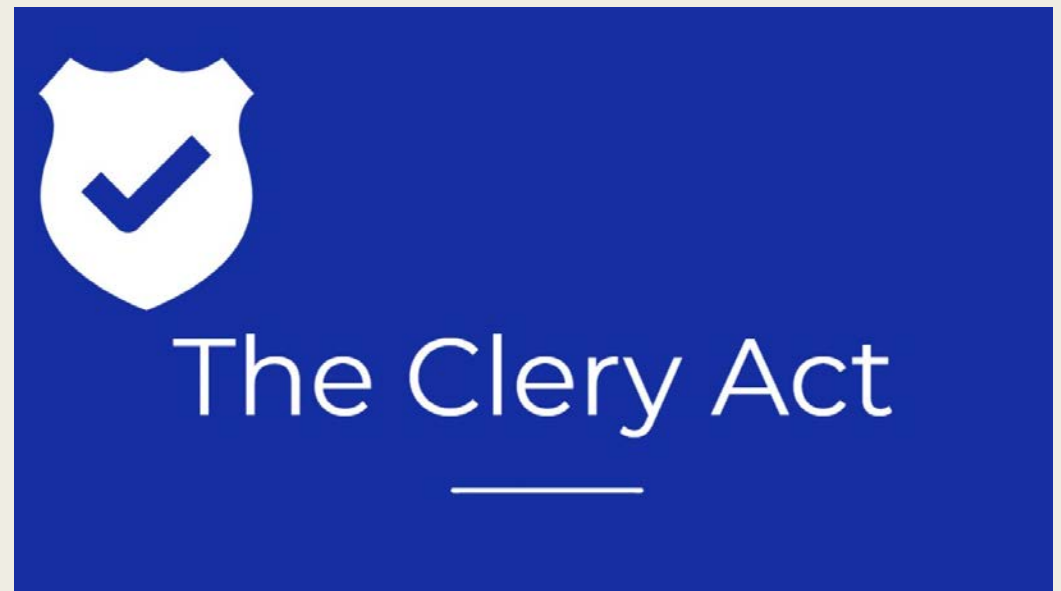


# CAMPUS SECURITY AUTHORITY (CSA) TRAINING

Presented by:  
Chaffey College Police Department

# OBJECTIVES

- The Clery Act
  - *What is it?*
  - *Consequences for violating?*
- Campus Security Authorities
  - *Who?*
  - *Duties?*
  - *How to report crimes?*
- Clery Crimes and Disclosure Requirements
  - *Crimes*
  - *Geography*
  - *Timely Warnings and Emergency Notifications*
  - *Daily Crime Log*
  - *Annual Security Report*



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WHAT IS THE  
CLERY ACT?

# WHAT IS THE CLERY ACT?

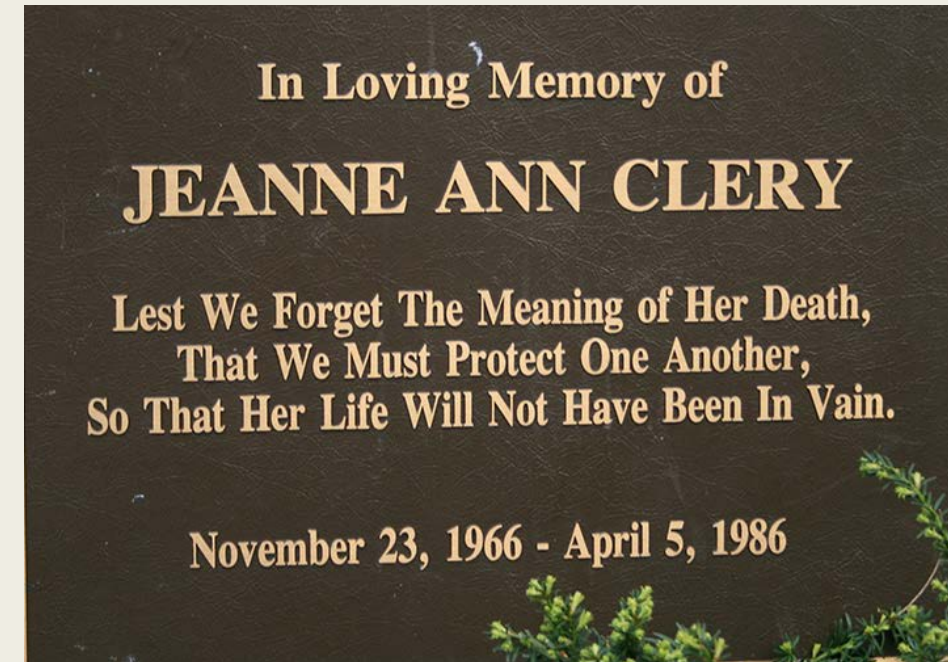
- **The Jeanne Clery Disclosure of Campus Security Policy & Campus Crime Statistics Act (1990)**
  - *Jeanne Clery was raped and murdered at Lehigh University in 1986*
  - *Federal law requiring institutions of higher education in the US to disclose:*
    - Campus security information
    - Crime statistics for the campus & surrounding areas



# WHAT IS THE CLERY ACT?

## ■ Purpose

- *Provides students and their families with accurate, complete, and timely information about crimes and campus safety*
- *Ensures the student population and their families have access to the most up-to-date campus safety info*
- *Allows informative decisions for attending the campus*



# WHAT IS THE CLERY ACT?

## ■ Consequences of Violating

- *Loss of Title IV financial aid funding*
- *\$54,789 fine PER VIOLATION*

- \$4.5 million

- \$2.4 million



# WHAT IS THE CLERY ACT?



## ■ Requirements

- *Identify Campus Security Authorities (CSAs)*
- *Determine Chaffey's Clery Geography*
- *Compile Clery Crime Statistics*
- *Issue Timely Warnings and Emergency Notifications*
- *Maintain Daily Crime Log*
- *Publish Annual Security Report by October 1<sup>st</sup>*
- *Submit Crime Statistics to US Department of Justice*



CAMPUS SECURITY  
AUTHORITIES



# CAMPUS SECURITY AUTHORITIES

## ■ Who?

- *All college officials with significant responsibility for student and campus activities*



**CLERY ACT &  
CRIME REPORTING**  
Campus Security  
Authority

# CAMPUS SECURITY AUTHORITIES

## ■ Who?

- *Campus Police Personnel, Cadets, and Campus Security Guards*
- *Governing Board*
- *College Leadership Team*
- *Director of Athletics*
- *All Coaches*
- *Title IX Coordinator*
- *Dean of Student Life and Discipline and Professional Staff*
- *Any Dean with Significant Responsibilities for Student Activities*
- *Director of Campus Health/Counseling Center*
- *Faculty Advisors to Student Groups*
- *Study Abroad Coordinator*



**CLERY ACT &  
CRIME REPORTING**  
Campus Security  
Authority

# CAMPUS SECURITY AUTHORITIES

## ■ Who Are Not?

- *Faculty without responsibility for student campus activities outside of the classroom*
- *Support or clerical staff (except Campus Police staff)*
- *Maintenance staff*
- *Food service workers*
- *Professional mental health counselors or pastoral counselors*



**CLERY ACT &  
CRIME REPORTING**  
Campus Security  
Authority

# CAMPUS SECURITY AUTHORITIES

## ■ What Must CSAs Do?

- *Must immediately inform Campus Police of allegations of Clery Act crimes on Clery geography reported to them*
  - Do not have to report incidents overheard in hallway, mentioned during an in-class assignment, mentioned in a group presentation, or learned indirectly
- *Inform victims of their options, including confidential reporting option, and referrals to resources*



**WHEN IN DOUBT...  
JUST REPORT IT!**

# CAMPUS SECURITY AUTHORITIES

## ■ What Should CSAs Not Do?

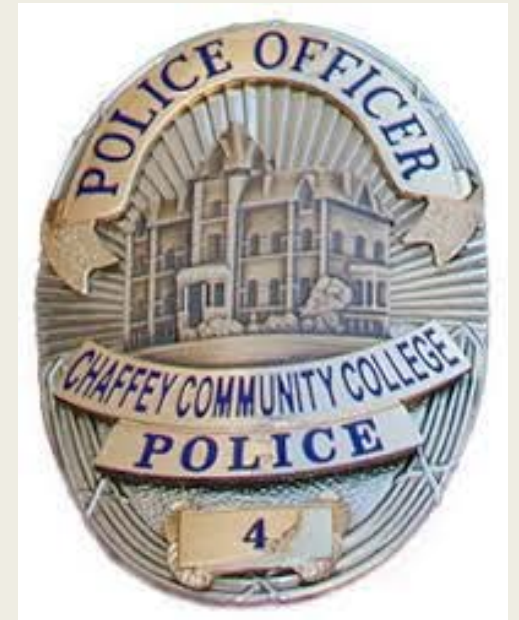
- Do not investigate
- Do not try to determine for sure whether a crime took place – that is the job of police
- Do not try to apprehend the alleged perpetrator – that is the job of police
- Do not try to convince a victim to contact police if the victim chooses not to do so



# CAMPUS SECURITY AUTHORITIES

## ■ How to Report?

- *Get the facts*
  - Who, What, Where, When, How
- *Reporting Options*
  - Report crime directly to **Campus Police** (909-652-6911)
  - Walk reporting party over to Campus Police and watch crime being reported
  - Fill out the **Campus Security Authority Incident Report Form** found on the Campus Police website



# CSAs vs. Mandated Reporters vs. Responsible Employees

## ■ Mandated Reporters [11164 - 11174.3 PC]

- Any college employee, administrator, or faculty whose job duties require contact on a regular basis with persons under the age of 18 (or their supervisors);
  - Must notify Child Protective Services of any suspected child abuse or neglect occurring on Chaffey's premises or at a Chaffey activity or program – reporting to Campus Police does not fulfill this duty
- *All coaches, assistant coaches, health care providers, therapists, daycare staff, police department employees*
  - Must notify Child Protective Services of any suspected child abuse or neglect occurring anywhere – reporting to Campus Police does not fulfill this duty

# CSAs vs. Mandated Reporters vs. Responsible Employees

## ■ Responsible Employees [Title IX]

- *All faculty, staff, managers, and temporary hourly staff*
- *Must notify Title IX Coordinator of any sexual harassment or sexual violence the employee knew or reasonably should have known about*



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# CLERY CRIMES

# CLERY CRIMES - HOMICIDES

## ■ Murder / Non-negligent Manslaughter

- *Willful killing of one human being by another*

## ■ Manslaughter by Negligence

- *Killing of another person through gross negligence*
- Does not include suicides, traffic deaths, accidental deaths, attempted murder, justifiable homicide, deaths due to a person's own negligence



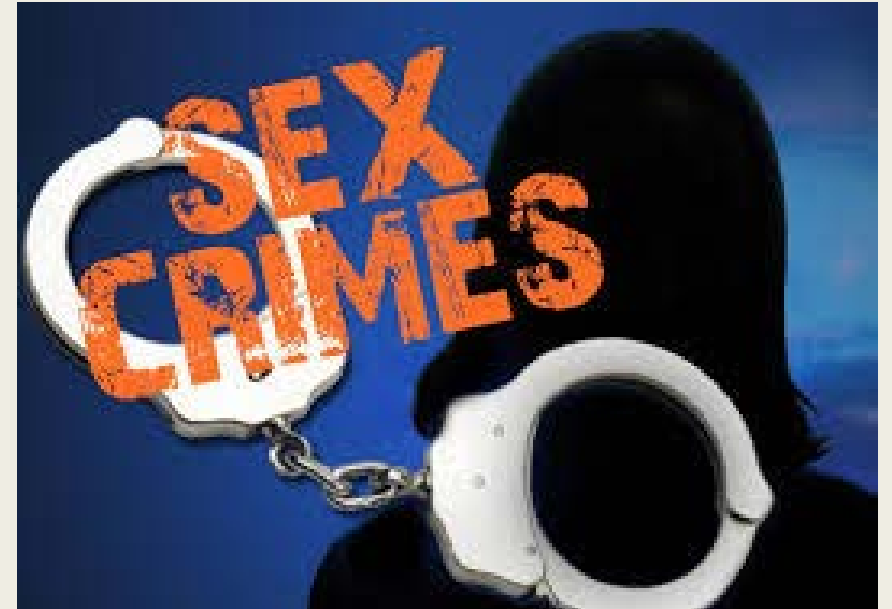
# CLERY CRIMES - SEX OFFENSES (including attempts)

## ■ Rape

- *Penetration however slight, of vagina or anus with any body part or object, or oral penetration by a sex organ, without consent, including when victim was incapable of giving consent*

## ■ Fondling

- *Touching of the private body parts of another person for the purpose of sexual gratification, without consent, including when victim was incapable of giving consent*



# CLERY CRIMES - SEX OFFENSES (including attempts)

## ■ Incest

- *Sexual intercourse between parents and children, ancestors and descendants of every degree, brothers and sisters of any degree (including half brothers and half sisters), and uncles or aunts with nieces or nephews*

## ■ Statutory Rape

- *Sexual intercourse with a person under the age of 18*



# CLERY CRIMES – AGAINST PERSONS (including attempts)

## ■ Robbery

- *Taking or attempting to take anything of value from the immediate presence of a person by force, threat of force, and/or by putting the victim in fear*



## ■ Aggravated Assault

- *An unlawful attack by one person upon another for the purpose of inflicting severe bodily injury (may be with or without a weapon)*



# CLERY CRIMES – AGAINST PROPERTY (including attempts)

## ■ Burglary

- *Unlawful entry of a structure to commit a felony or a theft inside (structure = 4 walls, roof, and a door)*



## ■ Motor Vehicle Theft

- *Theft of a motor vehicle*



## ■ Arson

- *Willful or malicious burning of a dwelling house, public building, motor vehicle or aircraft, or personal property of another*



# CLERY CRIMES – HATE CRIMES

## ■ The criminal offenses plus theft, simple assault (battery), intimidation, vandalism motivated by hate

- *Theft: taking property of another with purpose to permanently deprive owner*
- *Simple Assault: willfully touching someone in an offensive way*
- *Intimidation: intentionally causing someone to reasonably fear harm*
- *Vandalism: damaging, destroying, or defacing another's property*



# CLERY CRIMES – HATE CRIMES

- Need evidence victim was intentionally selected because of perpetrator's bias based on race, gender, gender identity, religion, sexual orientation, ethnicity, national origin, disability
  - *Hate graffiti alone not enough (i.e., swastikas, racial/ethnic slurs )*





# CLERY CRIMES - VAWA OFFENSES (including attempts)

## ■ Domestic Violence or Dating Violence

– *A battery (misdemeanor) or willful infliction of visible or internal injury (felony) by a person who:*

- is a current or former spouse or domestic partner of the victim;
- is cohabitating with or who has cohabitated with the victim;
- has or currently had an engagement relationship with the victim or is the victim's fiancé(e) or former fiancé(e);
- currently has or previously had a dating relationship with the victim; or
- shares a child in common with the victim



# CLERY CRIMES - VAWA OFFENSES (including attempts)

## ■ Stalking

- *Willfully, maliciously, and repeatedly following or willfully and maliciously harassing another person, and making a credible threat with the intent to place that person in reasonable fear for his/her safety or the safety of his/her immediate family*



# CLERY CRIMES – ARRESTS AND DISCIPLINARY REFERRALS

## ■ Weapons Law Violations

- *Manufacturing, sale, purchase, transportation, possession, concealment, carrying, or use of firearms, cutting instruments, explosives, incendiary devices, or other deadly weapons*

## ■ Drug Abuse Violations

- *Manufacturing, cultivation, distribution, sale, purchase, possession, or use of certain controlled substances and the equipment utilized to prepare or use*

## ■ Liquor Law Violations

- *Manufacturing, sale, purchase, possession, or use (not including DUI or drunkenness)*



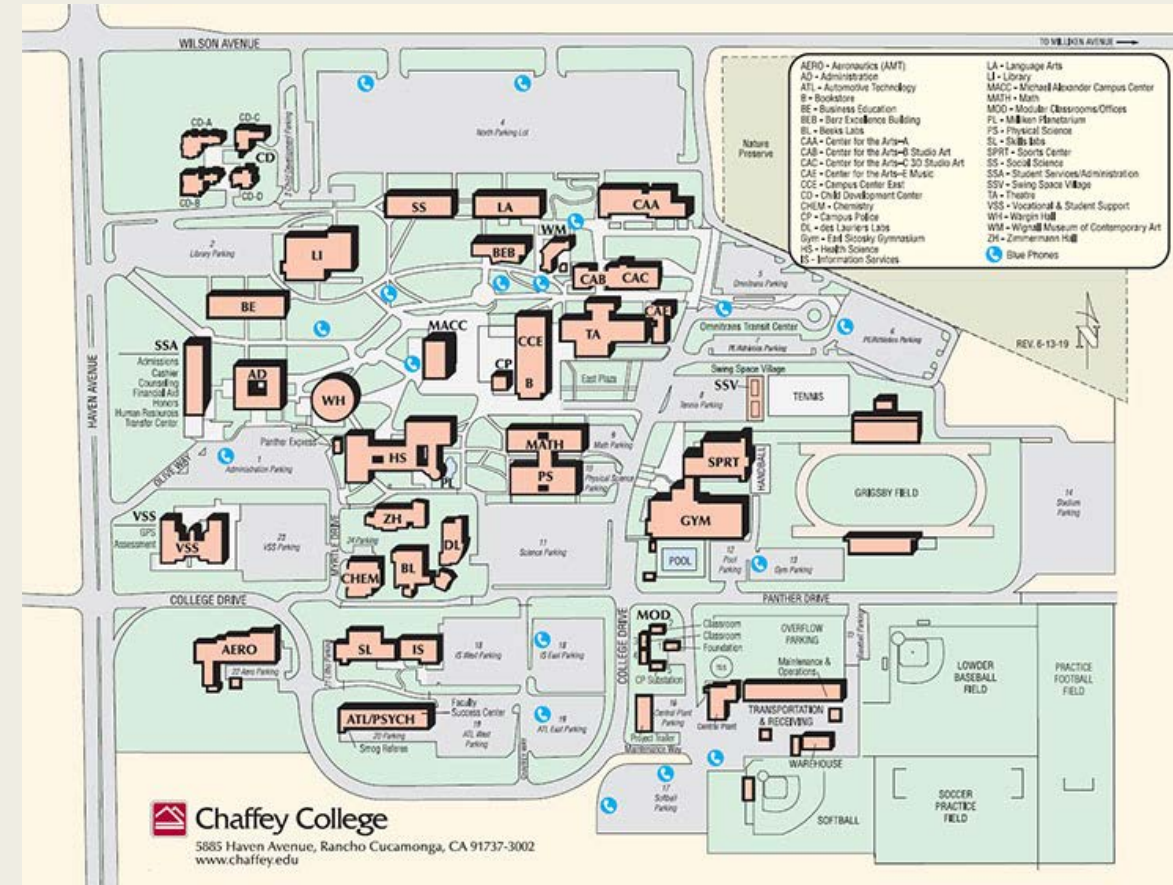
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# CLERY GEOGRAPHY

# CLERY GEOGRAPHY

## ■ On Campus

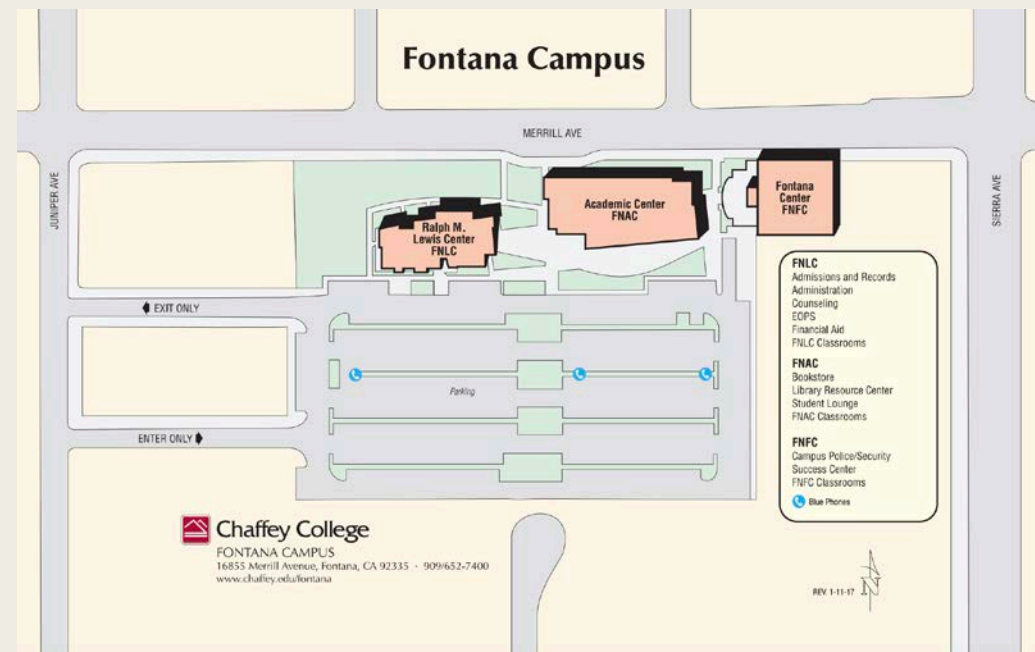
- Owned by the college
- Controlled by the college with a written agreement, including common areas not part of agreement (restrooms, lobbies, stairs, parking lots)
- Within one-mile geographic area
- Used to support college's educational purpose (including food vendors and bookstore)



# CLERY GEOGRAPHY

## ■ Multiple Campuses

- *College owns or controls site*
- *Not within one mile of main campus*
- *Offers organized programs of study leading to degree or certificate*
- *At least one person on site acts in an administrative capacity (dean, director, registrar, secretary)*



# CLERY GEOGRAPHY

## ■ Non-Campus

- *Buildings or property not part of any campus*
- *Owned or controlled by the college*
- *Used in support of the college's educational purposes, and*
- *Frequently used by students*

- Chaffey College Radiologic Technology Program
- Chino Information Technology Center
- Chino Education Center
- Fontana Intech Training Center
- School trips of more than one night
- Repeated use of place for one-night school trips (i.e., place athletic team stays every year)
  - Count crimes in student rooms and common areas while students are staying there

# CLERY GEOGRAPHY

## ■ Public Property

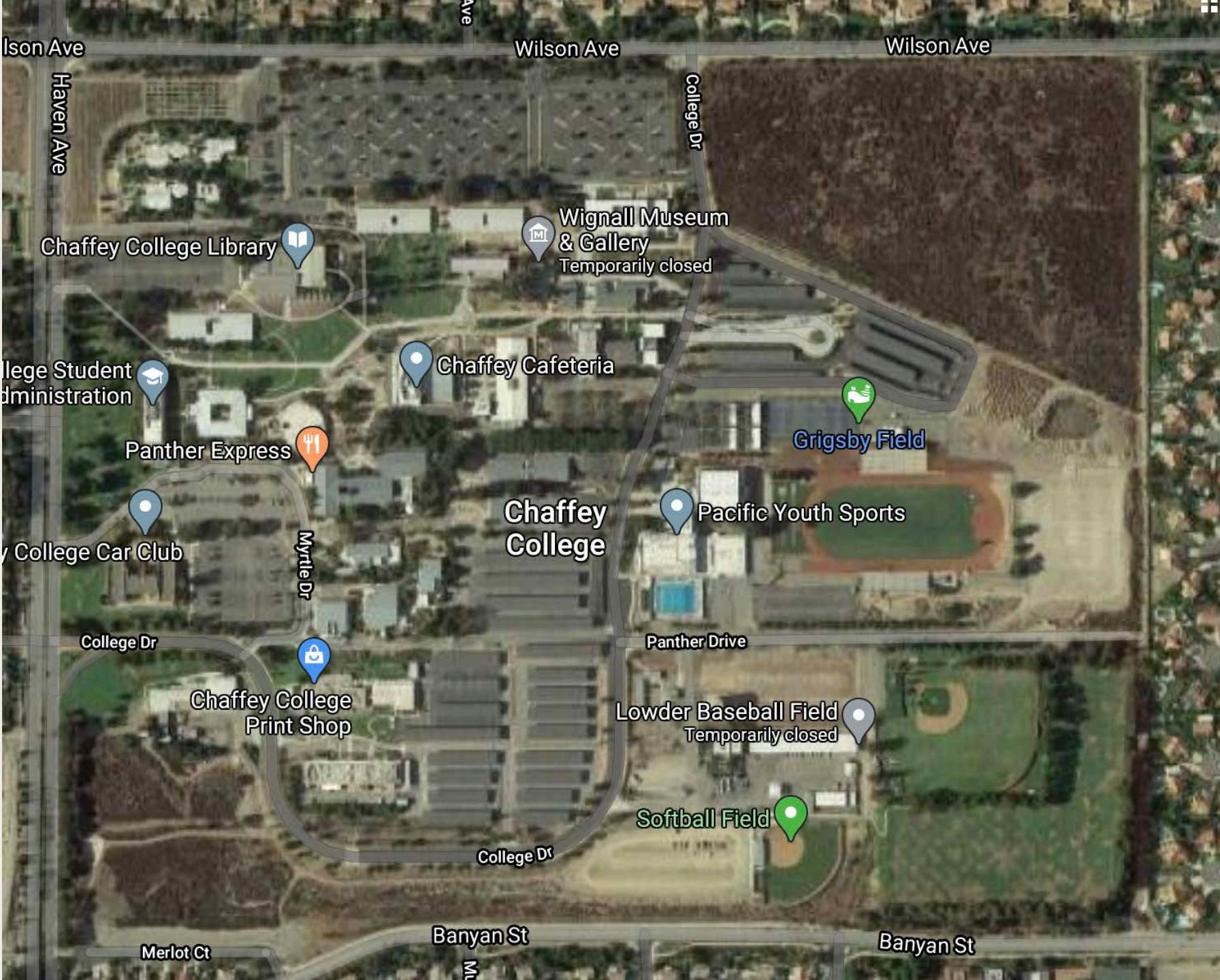
- *Owned by city/state government*
- *Within campus, or*
- *Immediately adjacent and accessible from campus (no barriers or barriers ignored)*

- Sidewalk–Street–Sidewalk immediately adjacent to campus
- Public streets running through campus
- Public parking facilities
- Public transit stops up until rider gets on bus



- **Not** private homes / businesses
- **Not** area around non-campus bldgs

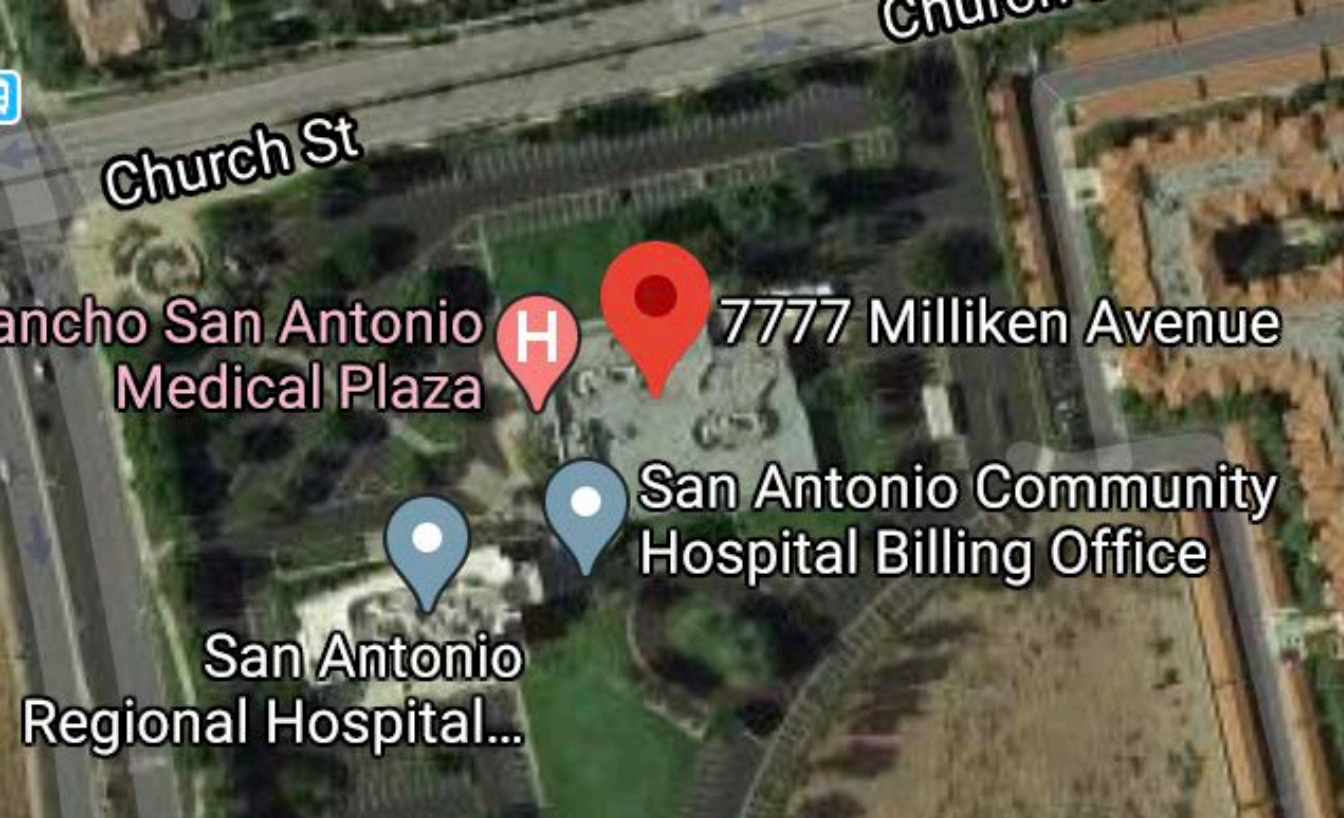




## Rancho Campus

### Public Property =

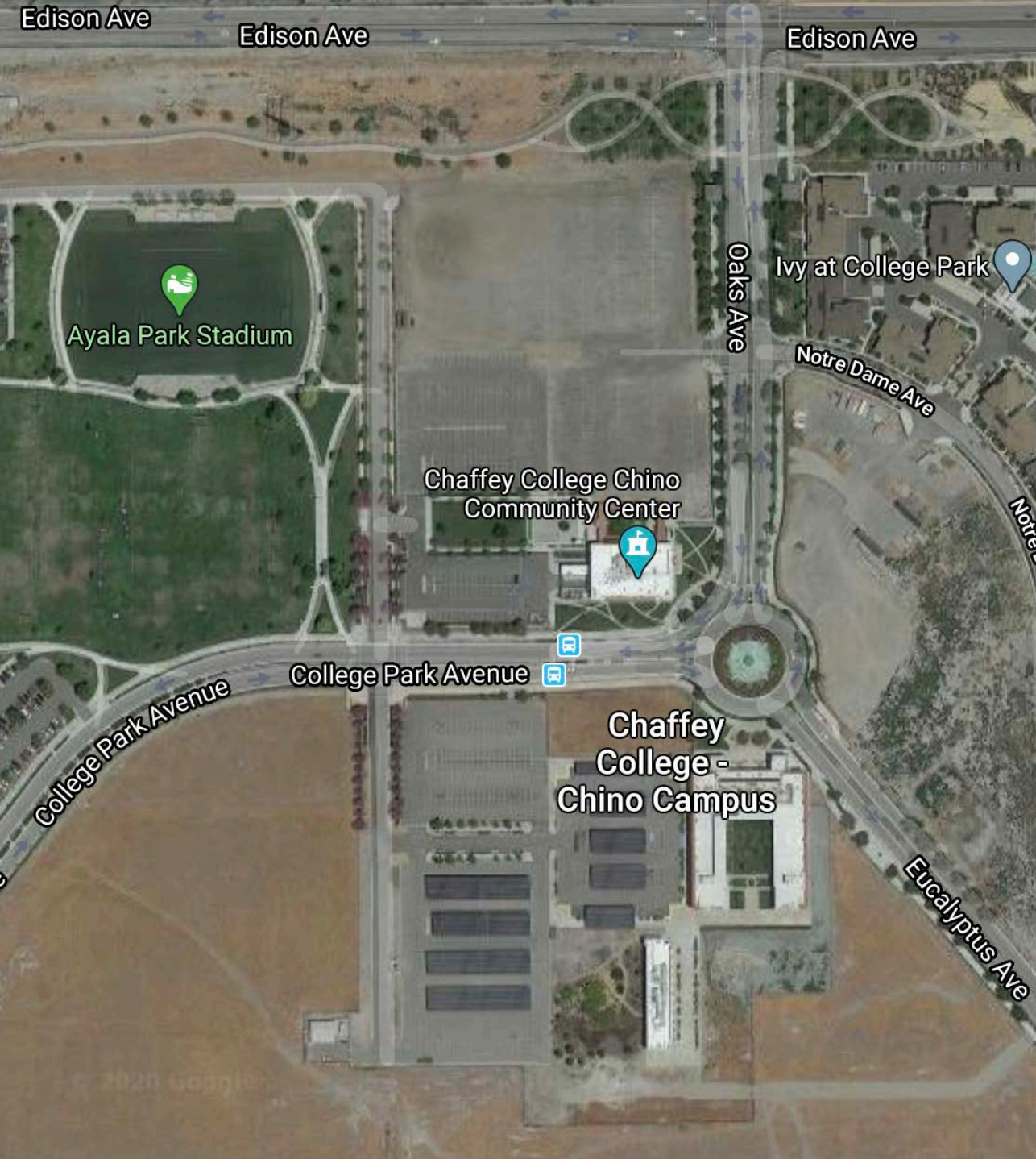
- Sidewalk-street-sidewalk of Wilson, Haven, Merlot, and Banyan wherever people can walk onto campus with no fence, wall, or barrier
- OmniTrans transit stop up until people get on the bus



## Rancho

### Non-Campus Property =

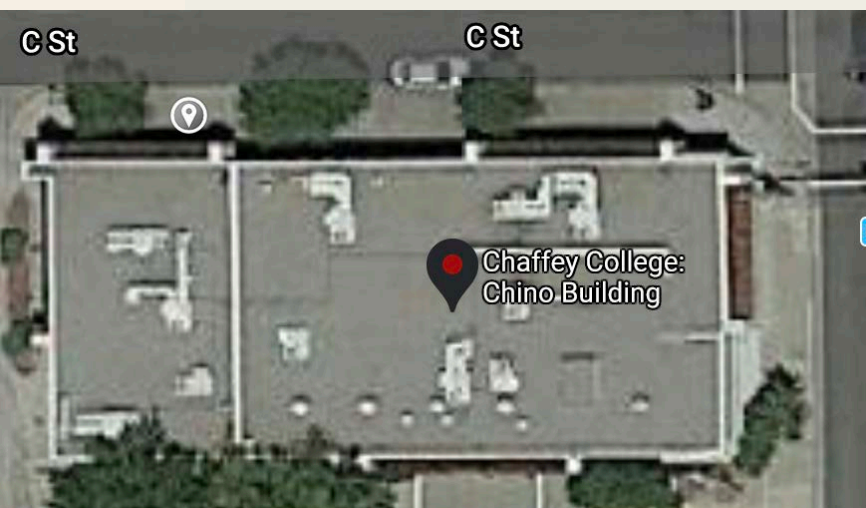
- Chaffey College Radiologic Technology Program
  - Floor / classrooms, parking lot students use, and common areas (lobbies, hallways stairs, elevators) while classes are being conducted



## Chino Campus

### Public Property =

- Sidewalk–street–sidewalk of College Park, N/S road west of Community Center lots, traffic circle, Oaks, and Eucalyptus wherever people can walk onto campus with no fence, wall, or barrier



## Chino

### Non-Campus Property =

- Chino Information Technology Center
- Chino Education Center
- Chino Valley Adult School
  
- Buildings/classrooms, parking lot students use, and common areas (lobbies, hallways stairs, elevators) while classes are being conducted

## Fontana Campus Public Property =

- Sidewalk–street–sidewalk of Merrill and Juniper wherever people can walk onto campus with open gate or no fence, wall, or barrier





Fontana

Non-Campus Property =

- Intech Center
  - Building /classrooms, parking lot students use, and common areas (lobbies, hallways stairs, elevators) while classes are being conducted

- 220-0071  
Pepsi Bottling..
- Page 1
- Page 2
- Persons
- Property
- Vehicles
- Narrative
- Accident
- Officers
- Photos
- Attachments
- Queries
- Audit
- Notes
- Ofcr Assault/UOF

UCR Coding

Place Code **Coin Op Machine**

Larceny Code

Method of Entry Code for Burglaries

Means of Attack Code for Robberies

Uninhabited structure for an arson

Burglary Info

Point of Entry

Location of Entry

Alarm Info

Entry Comment

Reference Case Numbers from Outside Agencies

DA Info

Date Sent to DA      Follow Up Date

Date Returned

Dispo from DA

DA Notes

DA Reason

Other

Person name for case log if victim not desired

Method Code

Clery Location **On campus (except residence community)**

Hate Crime Place **On campus (except residence community)**

**Residence community**

**Public property**

**Non-campus property**

**Do not include this case in the Clery report**

Geographical Coordinates

Latitude **33.99369**      Longitude **-117.67595**

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# CLERY DISCLOSURE REQUIREMENTS



# CLERY DISCLOSURE REQUIREMENTS

## ■ Timely Warnings

- *College must issue a timely warning for any **Clery crime** that occurred within **Clery geography** that is reported to CSAs or police and is considered by the college to represent a serious or continuing threat to students and employees*
- *Should be issued as soon as pertinent information is available*
- *Must reach entire campus community*



TIMELY  
WARNING

# CLERY DISCLOSURE REQUIREMENTS

## ■ Emergency Notifications

- *College must issue an emergency notification for any **significant emergency or dangerous situation involving an immediate threat** to the health or safety of students or employees occurring or upcoming on campus property*
- *Should be issued as soon as the emergency is confirmed*
- *May reach entire campus community or a segment*

Emergency  
Notification

# CLERY DISCLOSURE REQUIREMENTS

## ■ Daily Crime Log

- *A record made available to the public of all **alleged criminal incidents** reported to the Chaffey College Police Department*
- *Must include:*
  - Date/time crime was reported
  - Date/time crime occurred
  - Nature of crime
  - General location of crime
  - Disposition of complaint, if known



# CLERY DISCLOSURE REQUIREMENTS

## ■ Annual Security Report

- Must include **statistics** of campus crime for the preceding 3 calendar years
- Must include several **policy statements** related to crime reporting, campus security, and crime prevention
- Must be **disseminated** to employees and students every October 1<sup>st</sup>



# CONTACT INFORMATION

## ■ Campus Police

- 909-652-6911

## ■ Captain Kelli Florman

- 909-652-6330

- [kelli.florman@chaffey.edu](mailto:kelli.florman@chaffey.edu)

