Mission Statement
Working together with college & university communities to create safer campuses

Values & Distinguishing Characteristics

- We honor our organization’s history by leading with mind and heart.
- We are collaborative & pursue strong partnerships that are based on joint success and open, constructive communication.
- We believe that prevention is critical to campus safety.
- We are persistent, action-oriented, and deliver results that have real impact.
THE CLERY CENTER:
PROGRAMS & INITIATIVES

- Clery Center Collaborative Program
- National Campus Safety Awareness Month
- Advocacy
- Policy
- Jeanne Clery Act Training Seminars
PROFESSIONAL DEVELOPMENT

We’re all learning.
Throughout NCSAM, access the resources you need to make a difference in your community.

Connect with us.
@clerycenter
JEANNE CLERY ACT: OVERVIEW

- **Annual Security Report**
  - Policy statements
  - Campus crime statistics
  - VAWA Amendments to Clery

- **Ongoing Disclosures**
  - Emergency notification
  - Timely warning
  - Public crime log

- **U.S. Department of Education (ED) Enforces**
Key Players

- Department of Education (ED) Clery Act Compliance Team
- Westat

Resources

- The Clery Act – Statute & Regulations
- The Handbook for Campus Safety and Security Reporting
- ED Program Review Findings
WHY CLERY WEBINAR WEDNESDAYS?

- Common challenges – at trainings, calls to the Clery Center
- Help you better understand and utilize existing resources
- Create space for additional questions in accessible way
TODAY WE WILL...

- Review ASR required components
- Specify notification and distribution best practices
- Discuss the importance of cross-campus collaboration
- Highlight best practices for leveraging buy-in from campus partners
REQUIRED COMPONENTS
POLL

What part of the annual security report is the most challenging for your campus?

a. Policy statements
b. Crime statistics
c. Design/layout
d. Notification/distribution of the document
e. Meeting the publication deadline
WHAT INFORMATION IS CAPTURED WITHIN THE ANNUAL SECURITY REPORT?

- Policy statements
  - Specific components for compliance
- Crime statistics
  - Clery Act crimes
  - Clery Act geography
  - Reported to a campus security authority or local law enforcement
POLICY STATEMENTS: HIGH-LEVEL OVERVIEW

- Procedures to report criminal actions or other emergencies on campus
  - Timely warning reports
  - Preparing the annual disclosure of crime statistics
  - Titles of person or organization for reporting
  - Voluntary confidential reporting policies or procedures
- Security and access to campus facilities and security considerations used in maintenance of campus facilities
- Campus law enforcement
  - Enforcement authority and jurisdiction
  - Working relationship with State and local police agencies (authority to make arrests and any agreements, such as written MOU, for investigation)
  - Encourages accurate and prompt reporting of all crimes to the campus police and appropriate police agencies when the victim of crime elects to or is unable to make such a report
  - Procedures, if any, to encourage pastoral and professional counselors to inform persons they’re counseling of voluntary confidential reporting procedures
POLICY STATEMENTS: HIGH-LEVEL OVERVIEW

- Description of type and frequency of programs designed to inform students/employees about campus security procedures and practices and encourage them to be responsible for their own security and the security of others.
- Description of programs design to inform students/employees about the prevention of crimes.
- Monitoring and recording of criminal activity by students at noncampus locations of student organizations officially recognized by the institution.
- Possession, use, and sale of alcoholic beverages and enforcement of State underage drinking laws.
- Possession, use, and sale of illegal drugs and enforcement of Federal and State drug laws.
- Description of any drug or alcohol-abuse education programs required under Drug-Free Schools and Communities Act (DFSCA).
POLICY STATEMENTS: HIGH-LEVEL OVERVIEW

- Programs to prevent dating violence, domestic violence, sexual assault, and stalking and procedures the institution follows when one is reported
  - Educational programs and campaigns to promote awareness
  - Procedures victims should follow, including written information
- Where to find registered sex offender information
- Emergency response and evacuation
- Missing student notification procedures
CRIMINAL OFFENSES

- Criminal Homicide
  - Murder & Non-Negligent Manslaughter
  - Manslaughter by Negligence
- Sexual Assault
  - Rape
  - Fondling
  - Incest
  - Statutory Rape
- Robbery
- Aggravated Assault
- Burglary
- Motor Vehicle Theft
- Arson
VAWA OFFENSES

- Domestic Violence
- Dating Violence
- Stalking
HATE CRIMES

- Any of the Criminal Offenses plus the following crimes:
  - Larceny-theft,
  - Simple assault,
  - Intimidation, and
  - Destruction, damage, or vandalism of property

Bias categories: race, gender, gender identity, religion, sexual orientation, ethnicity, national origin, disability
ARRESTS AND REFERRALS FOR DISCIPLINARY ACTION

- Illegal weapons possession
- Violations of drug laws
- Violations of liquor laws
SINCE STATISTICS ARE FOR THE PREVIOUS THREE YEARS, SHOULD THE ASR REFLECT THE POLICIES THAT WERE APPLICABLE AT THAT TIME?

- ASR captures statistics for three years, but should reflect **current policies and practices**
- Consider your ASR title
HOW DO I EXPLAIN TO THE CAMPUS THAT ON-CAMPUS STUDENT HOUSING IS A SUBSET?

- Provide context
- Let the design/structure work for you

<table>
<thead>
<tr>
<th>Crime Classification</th>
<th>On - Campus</th>
<th>Non-Campus</th>
<th>Total</th>
<th>Unfounded</th>
</tr>
</thead>
<tbody>
<tr>
<td>On Campus Student Housing</td>
<td>On-Campus Total</td>
<td>Public Property</td>
<td></td>
<td></td>
</tr>
</tbody>
</table>
NOTIFICATION & DISTRIBUTION BEST PRACTICES
List all the ways your institution shares the ASR with the campus community.
CAN MY ANNUAL SECURITY REPORT BE A WEBPAGE?

- “Must be contained within a single document” (9-1)
- Direct link to full report, not separate sections
- If included in other document (i.e. campus directory), cover must identify inclusion of ASR
WHAT IF WE NEED TO UPDATE OR CHANGE INFORMATION WITHIN THE ASR?

- Corrected statistics
  - Update previous ASRs that included the information
- Updated policies
  - Update most recent annual security report
- Add caveats (what change, date, and reasons)
- Redistribute
HOW DOES CLERY DEFINE A “STUDENT”?  

- No definition of student, but includes currently enrolled students, including those attending less than full-time and those not enrolled in Title IV programs or courses  
  - Still receive information if they’re enrolled but taking courses elsewhere or completing thesis/dissertation
WHAT DOES “PROSPECTIVE STUDENT OR EMPLOYEE” MEAN?

- Prospective student: an individual who has contacted an eligible institution requesting information about admission to that institution

- Prospective employee: an individual who has contacted an eligible institution requesting information concerning employment with that institution
  - Required to provide to individuals institution interviews
  - Not required in job advertisement or rejection letter to application

- Unlike information for current students, notice can be provided with other information provided by institution
WHAT’S THE BEST WAY TO DISSEMINATE THE ASR?

- Most common: posting on the internet or intranet
  - Do we provide direct notice by October 1st? (statement of availability, list/description of information within report/exact URL address, statement regarding paper copy upon request)
  - Is it a direct link?
  - Do all students/employees have institutional email addresses/known working email addresses?
WHAT IF NO ONE READS THE ASR?

- How is it structured?
- How is it designed?
- Table of contents?
- Where is it “living”?
- What are your alternatives? (You already did the heavy lifting.)
CROSS-CAMPUS COLLABORATION & LEVERAGING BUY-IN
Who’s involved in drafting the annual security report on your campus?
I’M THE PERSON PUTTING TOGETHER THE ASR. HOW DO I GET MORE INVOLVEMENT FROM THE CAMPUS IN PUTTING TOGETHER THE REPORT?

- See: ASR Project Plan
COMPLIANCE: INSTITUTIONAL RESPONSIBILITY

Faculty & Academic Affairs
Human Resources
Campus Safety
Advocates
Student Affairs
QUESTIONS?
CLERY CENTER: PROGRAMS & RESOURCES

• Clery Center Collaborative Program
  – Annual membership, access to online & in-person training, resources, networking opportunities
  • Annual Security Report review, Self-Assessment Tool, in-depth compliance calls
• National Campus Safety Awareness Month (NCSAM)
  – Free webinars & resources
• Jeanne Clery Act Training Seminars
• Resources
  – Training videos, guidebooks, webinars
CONTACT

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