

Campus Safety Authority Training

What you need to know if you are a
Campus Security Authority at KU

Duties of a Campus Security Authority

Briefly:

- You are required to notify the KU Office of Public Safety about certain crimes that are reported to you.
- You can call or use the online crime reporting form.
- You are required to do this under law, the Clery Act.

History of the Clery Act

- Jeanne Clery was raped and murdered in her residence hall room at Lehigh University by another student. Her parents believe she would have been more cautious if she had known about other violent crimes at Lehigh.
- The Clery Act requires higher education institutions to report safety policies and crime statistics to current and prospective students and employees and the Department of Education.

The Clery Act requires colleges to

- Disclose crime statistics
- Identify and train Campus Security Authorities
- Maintain a Daily Crime Log
- Maintain a Fire Log
- Issue Emergency Notification/Timely Warnings
- Publish safety policies/procedures
- Publish an Annual Security Report every Fall

Clery Act Responsibilities

- Many crimes, especially sexual violence, are not reported to the police.
- To ensure that students know about dangers on their campuses, the Clery Act requires institutions to gather and publish data from law enforcement and Campus Security Authorities.
- This is about keeping our campus safe.

Besides Safety, Why Comply?

Compliance is important because the possible sanctions include:

- \$35,000 per violation

OR

- Loss of all federal funding, not just student financial aid.

Campus Security Authorities

4 Types

1. People or offices responsible for campus security. (KU Public Safety)
2. People responsible for campus security but who are not campus police. (KU Security, Parking attendants, residence hall monitors, special events security staff, etc.)

Campus Security Authorities

4 Types

3. People or offices to whom campus policy directs that crimes be reported.
(Administrators)
4. “Officials with significant responsibility for student and campus activities” who are likely to receive complaints from a victim of crime.
(Deans, Directors, advisors, coaches, etc.)

There are over 1000 CSAs on campus.

Examples of CSA titles include:

Assistant Coaches	Directors & Asst. Directors
Department Chairs	Complex Directors
Coordinators	Grad Assistants
Security Monitors	Peer Educators
Title IX Coordinators	Resident Assistants
Vice Provosts	Coaches

Who is NOT a Campus Security Authority

- Individual faculty who are not advisors to student groups.
- Administrative staff not responsible for students (e.g., payroll, facilities).
- Individuals working within the scope of their license or religious assignment to provide confidential counseling.
- Clerical staff who are not advisors to student groups.
- Non-professional and contract staff.

Confidential Reporting

- If you are exempt from reporting, you can tell the person how she/he can report the crime, including anonymously, to KU Public Safety.
- You also are encouraged to report the crime anonymously.

Immediate Danger

- If the person reporting the crime is in imminent danger or harm, dial 911.

I'm a CSA and not exempt from reporting: What do I do?

- If someone tells you about a crime or an incident that may be a crime, you must record the information and report it to the KU Office of Public Safety by calling 785-864-5900.
 - Just get the information as related by the person.
 - Police will do the analysis.
- Sexual Assault/Violence must also be reported to IOA. For more information visit: sexualharassment.ku.edu.
- When in doubt, report!

It's not the WHO or the WHEN

- It does not matter if the victim or offender are KU students or employees.
- It does not matter if the victim or a friend tells you.
- Report the incident to KU Public Safety.
- Even if the incident happened 2 years ago, report it to KU Public Safety.

It's the WHERE that matters.

Clery requires we report crime that occurs on:

1. On- campus.
2. In KU Student Housing.
3. Public Property immediately adjacent to campus but not crime in businesses or private homes.
4. Noncampus property controlled by KU that students use.

Missing Student Reports

Any CSA who receives a report of a missing student shall immediately determine the students status by calling the Vice Provost for Student Affairs office at 785-864-4060 and make the following notifications:

STUDENT RESIDES OFF CAMPUS

Contact KU Public Safety: 785-864-5900

Contact Local Law Enforcement Agency

STUDENT RESIDES ON CAMPUS

Contact KU Public Safety: 785-864-5900

Contact KU Student Housing: 785-864-4650

Getting the Facts

- Be sure you can document:
 - When and where did the crime or incident occur?
 - When did the person report it to you?
 - Who was involved? (Victim's name, witnesses, suspects)
- Police will categorize the report. Your job is to get the information the person wants to tell you. You are not a detective.
- You don't have to prove what happened or who was at fault, nor do you need to find the perpetrator.
- DON'T identify the victim unless the victim is agreeable.

Offer Help, too!

- Provide the person with information on campus programs for assisting victims of sexual violence or other assault.
- Provide information on how to seek medical help.
- Inform the person about options for reporting to KU Public Safety.
 - 785-864-5900
 - www.publicsafety.ku.edu

Campus Security Authorities Reporting Crimes

- Crimes that Campus Security Authorities become aware of should be reported to the Office of Public Safety.
- You can also report electronically at:
<http://studentaffairs.ku.edu/clery-act-compliance-information>

Clery Crimes

- The Clery Act only requires certain types of crimes to be reported in the Annual Security Report.
- At KU we ask that you report ALL INCIDENTS.
- Public Safety will determine if it a Clery Crime for reporting purposes.

Campus Safety Information

- Contact the KU Office of Public Safety for more information.
 - On campus, call 911 to report crimes in progress.
 - For non-emergencies or questions on reporting, call 785-864-5900.
 - Website: www.publicsafety.ku.edu.

Resources for Victims of Assault

KU

Institutional Opportunity & Access (IOA)	785-864-6414
Sexual Violence Prevention Services	785-864-3600
Counseling and Psychological Services	785-864-2277
Department of Student Housing	785-864-4560
Watkins Memorial Health Center	785-864-9500
KU Public Safety Office	785-864-5900 (non-emergency)
Student Affairs	785-864-4060

Lawrence

GaDuGi SafeCenter	785-843-8985 (Request a GaDuGi advocate)
Lawrence Police	785-832-7509 (non-emergency)
Willow Domestic Violence Center	785-331-2034 (non-emergency)
Lawrence Memorial Hospital	785-505-6162 (Emergency Room)

Complete listing:

www.sexualharassment.ku.edu/

Campus Safety Information

- Other Resources
 - Lawrence Police Department
 - <http://police.lawrenceks.org/>
 - Non-emergency number: 785-830-7400
 - Douglas County Sheriff's Office
 - <http://www.dgso.org/web/index.php>
 - Non-emergency number: 785-841-0007
 - KU Annual Campus Security Report
 - www.ku.edu/safety
 - Department of Education
 - <http://www.ed.gov/admins/lead/safety/campus.html>

HELP IS AVAILABLE

Keeping campus safe is a community responsibility. If you are a CSA, you have an even greater responsibility.

For more information contact KU Public Safety, Captain James Anguiano at 785-864-5900.