



**Responsible Department:** Campus Safety  
**Recommended By:** SVC Business and Financial Affairs, Director of Campus Safety  
**Approved By:** Chancellor

**Policy Number**  
SAFE 7.10.010

**Effective Date**  
8/\_\_/2021

## I. INTRODUCTION

The Jeanne Clery Disclosure of Campus Security Policy and Campus Crime Statistics Act of 1998, 20 U.S.C. § 1092(f) (“Clery Act”), is a federal law requiring institutions of higher education that receive federal funding to collect and publish statistics about reports of certain crimes that occur within the geographic requirements of the Clery Act. In addition, institutions are required to adopt and publish policies related to campus safety and security.

The purpose of this policy is to address the University’s obligations pursuant to the Clery Act.

## II. POLICY OVERVIEW

**A.** The University is committed to complying with all requirements of the Clery Act. The Director of Campus Safety will designate the University’s Clery Compliance Officer. The University has established a Clery Compliance Committee to meet at least annually to review the University’s Clery Act compliance efforts.

**B.** To promote safety and security at the University, to allow the University community to make informed decisions regarding their personal safety, and to comply with its obligations under the Clery Act, the University shall:

1. Create and publish an Annual Security and Fire Safety Report;
2. Record and report Clery Act Crimes;
3. Maintain a public daily crime log;
4. Compile and disclose statistics of reports on the types of Clery Act Crimes that occur within the geographic requirements of the Clery Act;
5. Issue Timely Warnings to alert the University community of Clery Act Crimes that pose a serious or continuing threat to the University and surrounding community;
6. Issue Emergency Notifications to alert and inform the University community, upon confirmation, about significant emergencies or dangerous situations involving an immediate threat to the health or safety of students or employees;

7. Maintain an emergency response, notification, and testing policy;
8. Maintain a daily fire log;
9. Compile and report fire data to the federal government and as part of the Annual Security and Fire Safety Report;
10. Maintain policies and procedures to address reports of missing students;
11. Provide annual training to Campus Security Authorities (CSAs); and
12. Provide training to all incoming students and employees regarding the crimes of dating violence, domestic violence, sexual assault, and stalking.

C. The Clery Compliance Officer shall work with the Clery Compliance Committee to develop and implement policies and procedures regarding the University's Clery Act obligations.

### III. PROCESS OVERVIEW

The Clery Act Compliance Procedures, which implement the University's obligations under this policy, are available on the [Division of Campus Safety Clery Act website](#).

### IV. DEFINITIONS

A. **"Clery Compliance Committee"** is the committee comprised of University officials (specifically identified in the Clery Act Compliance Procedures) who meet to review the University's Clery Act compliance efforts and make recommendations to the Clery Compliance Officer regarding the University's Clery Act obligations.

B. **"Campus Security Authority (CSA)"** is an individual at the University who, because of their function for the University, has an obligation under the Clery Act to notify the University of alleged Clery Act Crimes that are reported to them in good faith, or alleged Clery Act Crimes that they may personally witness. CSAs include:

- i. The Division of Campus Safety.
- ii. Any individual or individuals who have responsibility for campus security but who are not Campus Safety personnel.
- iii. Any individual or organization specified in the University's campus security statements as an individual or organization to which students and employees should report crimes.
- iv. An official of the University who has significant responsibility for student and campus activities, including, but not limited to, student housing, student conduct, and conferences and events, and who has the authority

and the duty to take action or respond to particular issues on behalf of the University.

Examples of CSAs include, but are not limited to:

- a. Campus Safety personnel
  - b. Athletic Directors
  - c. Athletic coaches
  - d. Title IX Coordinators
  - e. Faculty advisors to student organizations
  - f. Fraternity and Sorority Life personnel who are University employees
- C. “Clery Act Crimes”** - Crimes specified in the Clery Act on which the University must compile statistics of reports made to the Division of Campus Safety, CSAs, and law enforcement and publish those statistics annually to the University community, including: criminal homicide (murder, non-negligent manslaughter, and manslaughter by negligence); sex offenses (rape, fondling, incest, statutory rape), robbery; aggravated assault; burglary; motor vehicle theft; arson; stalking; domestic violence; dating violence; hate crimes (including larceny-theft, simple assault, intimidation, or destruction/damage/vandalism of property that are motivated by bias); and arrests and referrals for disciplinary action for any of the following: (a) liquor law violations; (b) drug law violations; and (c) weapons law violations.
- D. “Emergency Notification”** - An announcement to inform the University community about significant emergencies or dangerous situations involving an immediate threat to the health or safety of students or employees.
- E. “Timely Warning”** - An announcement sent through the University's mass notification system to alert the University community about Clery Act Crimes and other serious incidents in the event that a reported crime may pose a serious or continuing threat to the campus and surrounding community.

## V. RESOURCES

1. For further information on the University’s compliance with the Clery Act, visit the [Division of Campus Safety Clery Act](#) website.
2. To sign up for Emergency Notifications and Timely Warnings visit the [Division of Campus Safety DU Alerts](#) website and provide the required contact information.
3. To review the University’s most recent Clery Act report, see [Annual Security and Fire Safety Report](#).

4. For further information on the Clery Act, visit the [Clery Center](#) website.

<b>Revision Effective Date</b>	<b>Purpose</b>