

## IV 30 14 PREPARATION OF DISCLOSURE OF CRIME STATISTICS

### I. BACKGROUND

The **Jeanne Clery Disclosure of Campus Security Policy and Campus Crime Statistics Act (Clery Act)**, codified at 20 U.S.C. § 1092(f) et seq. as a part of the Higher Education Act of 1965, is a federal law that requires colleges and universities to disclose campus crime, arrests, and referral statistics reported to campus security authorities and local law enforcement. These statistics may also include crimes that occurred on campus, on public property within or immediately adjacent to the campus and in or on non-campus buildings or property the college owns or controls. In accordance with this Act, the Volunteer State Community College Campus Police Department is responsible for collecting and reporting the annual crime statistics.

### II. PURPOSE

To prepare and disclose crime statistics in compliance with the Clery Act. This federal mandate requires the disclosure of certain crime statistics so that current and potential students and employees can be knowledgeable about the safety of college campuses. This information is included in the Volunteer State Community College's (VSCC) Annual Security Report by October 1 of each year. Notification of the Annual Security Report is emailed to current students and employees. A copy of the report is available upon request at the Campus Police Department and is also available at [www.volstate.edu](http://www.volstate.edu). The crime statistics are also submitted to the U.S. Department of Education on an annual basis.

### III. DEFINITIONS

*Clery Act:* Jeanne Clery Disclosure of Campus Safety Policy and Campus Crime Statistics Act.

*CSA:* Campus Security Authority – A Clery-specific term that encompasses four groups of individuals and organizations associated with an institution:

- a. a campus police department or campus security department of an institution;
- b. any individual or individuals who have responsibility for campus security but who do not constitute a campus police department or a campus security department;
- c. any individual or organization to which students and employees should report criminal offenses;
- d. an official of an institution who has significant responsibility for student and campus activities, including but not limited to, student discipline, and campus judicial proceedings. **An official is defined as** any person who has the authority and the duty to take action or respond to particular issues on behalf of the institution.

### IV. RESPONSIBILITIES

*Campus Police Department.*

- Collect crime statistics.

- Send an annual request for statistical information from law enforcement agencies for crimes occurring on non-campus properties as well as public property within or immediately adjacent to VSCC campuses.

*Campus Security Authority (CSA).*

- Provide the Campus Police Department appropriate crime statistics.

## **V. PROCEDURES**

The Campus Police Department collects its own statistics, which includes statistics from student conduct, the Title IX/EEO Coordinator or his/her designee, and other CSA's. Annually the Campus Police Department requests statistical information from the appropriate law enforcement agencies for non-campus properties as well as public property within or immediately adjacent to VSCC campuses. Clery reporting covers the preceding calendar year, January 1 to December 31.

Criminal offenses not limited to but including: aggravated assault, arson, biased motivated crimes, burglary, drug abuse violations, intimidation, larceny, liquor law violations, murder/non-negligent manslaughter, negligent manslaughter, robbery, simple assault, vandalism, and weapons law violations will be reported to Campus Police. Cases of dating violence, domestic violence, sexual assault, and stalking will be reported to the Campus Police Department or the Title IX/EEO Coordinator in compliance with VSCC Sexual Misconduct Policy VIII:05:00.

The Campus Police Department annually compiles and submits all relevant crime statistics to the U.S. Department of Education by October 15th, as well as, publishing an Annual Security Report which contains policy statements, procedures, and crime statistics as required by the Clery Act.

VSCC Source: President's Cabinet, September 29, 2014;