



CLERY & CAMPUS SECURITY AUTHORITY

TRAINING
AND COMPLIANCE



THE UNIVERSITY OF
TENNESSEE
KNOXVILLE

Jillian Paciello, Clery Compliance Coordinator

Welcome to CSA Training!

Your role with the University has designated you as a Campus Security Authority, or CSA.

This training will introduce you to the Clery Act, the federal law requiring this training, as well as your part in the University's compliance as a CSA.

If you have any questions, please feel free to contact me.

Jillian Paciello, Clery Compliance Coordinator
clery@utk.edu

How does Clery reporting differ from law enforcement?

- Clery ≠ Law Enforcement
 - *The Department of Education follows specific definitions and guidelines for crime classification*
 - *Information can be disclosed electronically*
 - *No investigation required to classify an incident for Clery statistics*
 - *The report is classified by what the victim reports (unless unfounded by law enforcement)*
 - *The victim doesn't have to be the one to report it (third-party reports accepted for Clery reporting)*

What is Clery?

- Clery is data collection & disclosing to the community what we collect
- Clery ensures we are following our policies and procedures
- Clery supplies information to our community so they can make informed decision for their safety

Introduction to the ***Jeanne Clery Disclosure of Campus Security Policy and Campus Crime Statistics Act***



In 1986, Jeanne Clery who lost her life at Lehigh University due to the crime of another student. Her parents believed she would have been more cautious had she known about other violent crimes in the area. Jeanne's family worked to pass a law that requires universities to disclose crime in their area. The Clery act was passed and named in her honor.

The Clery Act is strictly monitored and enforced by the Department of Education

Failure to comply with any federal regulations of the Clery Act can result in:

- A \$59,017 fine per violation
- The institution can be suspended from participating in federal financial aid programs



What role do I play in the Clery Act?

- Gathering campus crime statistics is a large focus of the Clery Act
- To ensure campus crime is not underreported, the Clery Act has designated certain individuals on campus as Campus Security Authorities (CSA)
- The Department of Education clearly defines Campus Law Enforcement and those over campus security as CSAs

UT POLICE

When a crime is reported to a CSA, they are required to report it for Clery purposes.

Since UTPD has its own reporting system, UTPD staff reporting responsibilities will be met when doing a police report, Maxient report or CAD entry*.

However, if you are made aware of a Clery crime on UT Clery geography, and one of the previously mentioned reports have not been made, you will need to fill out a **CSA Report.**

OTHER LAW ENFORCEMENT AGENCY

If you are a member of another law enforcement agency, please make sure the Clery reportable incident is reported to the university as well.

Since UTPD has its own reporting system, your reporting responsibilities will be met when notifying a sworn UTPD staff member.

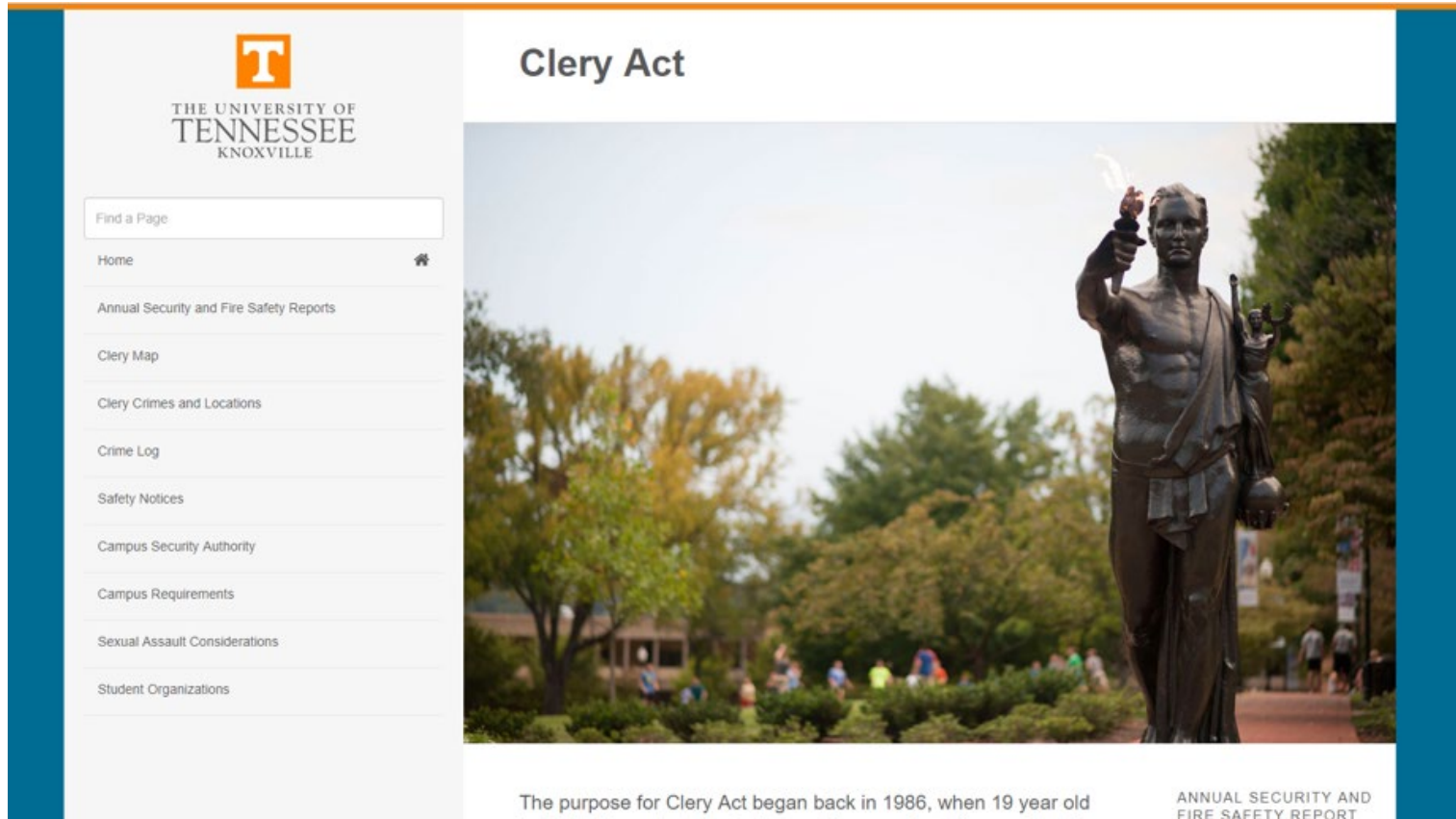
Or, if your agency has done a report on the incident, please share the incident report at clery@utk.edu.

However, if you are unable to share your agency's report, or share the information with UTPD you will need to report the incident through a **CSA Report.**

Submitting a CSA Report

Go to
clery.utk.edu 

Select the
Campus Security
Authority Tab



**THE UNIVERSITY OF
TENNESSEE
KNOXVILLE**

Find a Page

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Clery Map

Clery Crimes and Locations

Crime Log

Safety Notices


Campus Security Authority

Campus Requirements

Sexual Assault Considerations

Student Organizations

Clery Act




The purpose for Clery Act began back in 1986, when 19 year old

ANNUAL SECURITY AND
FIRE SAFETY REPORT

Submitting a CSA Report

Complete the online form and submit.



THE UNIVERSITY OF
TENNESSEE
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Clery Act


Campus Security Authority

[CSA Reporting Form](#)[FAQ](#)[Resources](#)

Campus Security Authority Incident Report Form

To assist the University of Tennessee in complying with the federally mandated Clery Act, this form should be utilized by Campus Security Authorities (CSA) to report crimes to UTPD as soon as possible after a crime has been reported to the CSA. Under the Clery Act, a crime is reported to a CSA when a student, employee, or third party brings information about an alleged crime to the attention of the CSA and the CSA believes the report was made in good faith. UTPD and the Clery Office will use the information provided in this form to classify the crime for purposes of inclusion in the University's annual crime statistics.

Date incident reported to CSA *



CSA Contact Information *

First

Last

Position Title

Department

Phone *

What crimes do I need to report?

- Not all crime is considered a Clery crime
- There are specific crimes the Clery Act has designates as reportable crimes

Clery Reportable Crimes

- Murder and non-negligent manslaughter, negligent manslaughter
- Rape
- Fondling
- Incest & Statutory Rape
- Robbery
- Aggravated Assault
- Burglary
- Motor Vehicle Theft
- Arson
- Dating Violence
- Domestic Violence
- Stalking

Most of these, if they were to occur, would typically be a police report. However, some of these may occur but no report is ever made. This is when a CSA report would need to be completed.

Clery Reportable Crimes

A hate crime or crime of bias involving any of the previous listed Clery crimes or one of these four crimes –

(The four following crimes are only reportable if motivated by bias)

- Simple assault
- Larceny – Theft
- Intimidation
- Destruction/damage/vandalism of property

A hate crime is when offenses are committed because of a person's –

- Race
- Gender
- Religion
- Gender identity
- Sexual orientation
- Ethnicity
- Disability
- National origin

Clery Reportable Crimes

Law Violations:

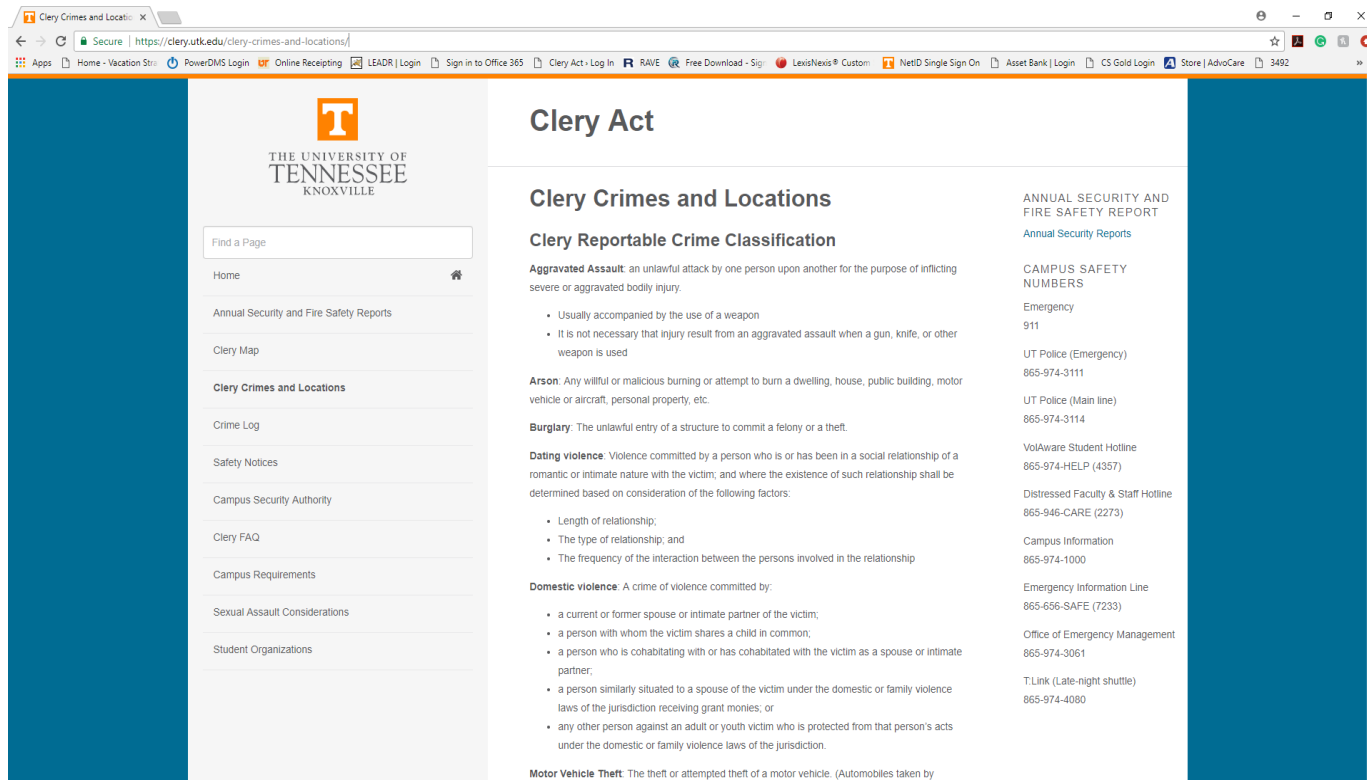
- Liquor Law
- Drug Law
- Weapon Law

- Arrests involving these three law violations on Clery geography are reportable
- If they are not arrested, but they are a student being forwarded to Student Conduct it will be counted as a referral

*DUIs or intoxication of someone 21 and older are not Clery reportable liquor law violations

For definitions to any of these crimes...

Go to the Clery website at <https://clery.utk.edu/clery-crimes-and-locations/>



The screenshot shows a web browser displaying the Clery Crimes and Locations website. The browser's address bar shows the URL <https://clery.utk.edu/clery-crimes-and-locations/>. The website has a blue header with the University of Tennessee Knoxville logo on the left and the title "Clery Act" in the center. Below the header, the main content area is divided into three columns. The left column contains a search bar and a list of links: Home, Annual Security and Fire Safety Reports, Clery Map, Clery Crimes and Locations (highlighted), Crime Log, Safety Notices, Campus Security Authority, Clery FAQ, Campus Requirements, Sexual Assault Considerations, and Student Organizations. The middle column is titled "Clery Crimes and Locations" and "Clery Reportable Crime Classification". It lists definitions for Aggravated Assault, Arson, Burglary, Dating violence, Domestic violence, and Motor Vehicle Theft. The right column contains links to "ANNUAL SECURITY AND FIRE SAFETY REPORT", "Annual Security Reports", "CAMPUS SAFETY NUMBERS", and "Emergency 911".

Clery Act

Clery Crimes and Locations

Clery Reportable Crime Classification

Aggravated Assault: an unlawful attack by one person upon another for the purpose of inflicting severe or aggravated bodily injury:

- Usually accompanied by the use of a weapon
- It is not necessary that injury result from an aggravated assault when a gun, knife, or other weapon is used

Arson: Any willful or malicious burning or attempt to burn a dwelling, house, public building, motor vehicle or aircraft, personal property, etc.

Burglary: The unlawful entry of a structure to commit a felony or a theft.

Dating violence: Violence committed by a person who is or has been in a social relationship of a romantic or intimate nature with the victim; and where the existence of such relationship shall be determined based on consideration of the following factors:

- Length of relationship;
- The type of relationship; and
- The frequency of the interaction between the persons involved in the relationship

Domestic violence: A crime of violence committed by:

- a current or former spouse or intimate partner of the victim;
- a person with whom the victim shares a child in common;
- a person who is cohabitating with or has cohabitated with the victim as a spouse or intimate partner;
- a person similarly situated to a spouse of the victim under the domestic or family violence laws of the jurisdiction receiving grant monies; or
- any other person against an adult or youth victim who is protected from that person's acts under the domestic or family violence laws of the jurisdiction.

Motor Vehicle Theft: The theft or attempted theft of a motor vehicle. (Automobiles taken by

ANNUAL SECURITY AND FIRE SAFETY REPORT

Annual Security Reports

CAMPUS SAFETY NUMBERS

Emergency 911

UT Police (Emergency) 865-974-3111

UT Police (Main line) 865-974-3114

VolAware Student Hotline 865-974-HELP (4357)

Distressed Faculty & Staff Hotline 865-946-CARE (2273)

Campus Information 865-974-1000

Emergency Information Line 865-656-SAFE (7233)

Office of Emergency Management 865-974-3061

T.Link (Late-night shuttle) 865-974-4080

Does it matter where the crime occurred?

Yes - Clery Act reporting is based on **WHERE** the crime occurred not WHO was involved in the crime.

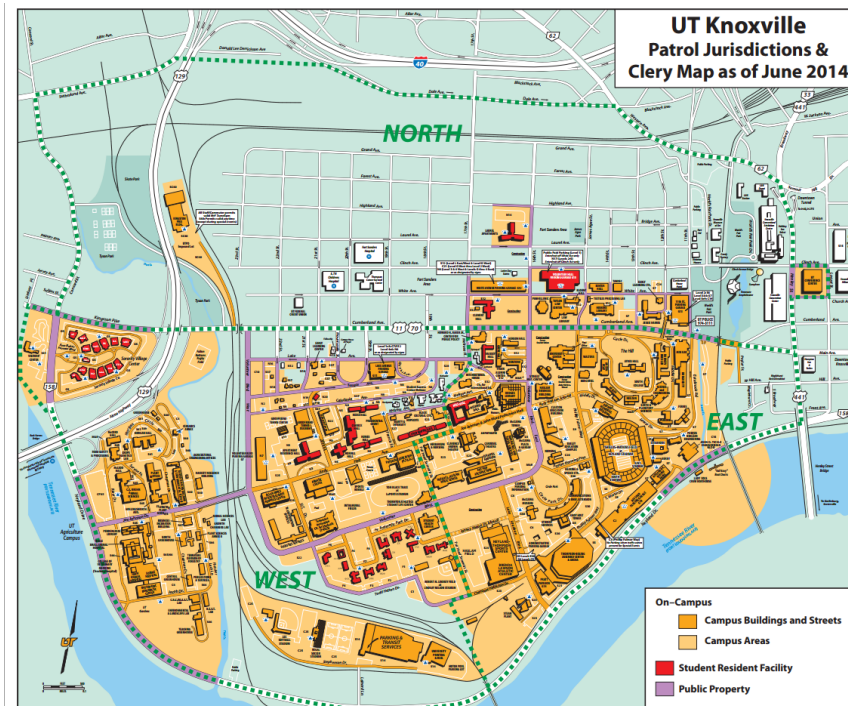
If the incident occurred on a Clery reportable location, regardless of who was involved (affiliated or unaffiliated with the university), it needs to be reported.

Clery Reportable Locations



If you believe the incident occurred on UT owned property, please report the incident.

For more detailed Clery geography information, a Clery map is available at <https://clery.utk.edu/clery-map/>



CSA Reporting

We advise all CSAs to encourage the reporting party to notify UTPD.



However, many students and patrons may not distinguish outside law enforcement or security personnel from UTPD. If a Clery reportable crime is reported to you and UTPD has not been notified, please fill out a CSA Report.

<http://clery.utk.edu/campus-security-authority/>

CSA Considerations

- As always, people and their safety are our main concern, be sure to assist the victim in obtaining help if needed (medical, counseling services, etc.)

Center for Health Education & Wellness
Division of Student Life

About Volunteers Speak Up! Resources 974-HELP Sexual Assault Substance Use Wellness VOL 5 2 VOL 5

Resources

VOLS HELP VOLS

Stay Connected

The Center for Health Education & Wellness is dedicated to a community model that is embodied in the "VOLS HELP VOLS" commitment.

We are all Volunteers, we look out for each other.

The Center manages 974-HELP, the Distressed Student Protocol, Case Management, S.A.R.T, and the Threat Assessment Task Force. Based on data collected from CORE, our

Counseling Center
DIVISION OF STUDENT LIFE

Student Life

What to Do if You Have Been Sexually Assaulted

Click here for the University of Tennessee - You Are Not Alone Sexual Assault Support Guide



On August 20, 2014, the University issued an interim policy on sexual misconduct and relationship violence. Updates to the You Are Not Alone Sexual Assault Support Guide are in progress. The current version can still serve as a resource & provide options relating to sexual assault and relationship violence.

Go to a safe place.

As soon as you are in a safe place, tell someone you can trust about the incident—a roommate, friend, resident advisor or hall director, minister, or counselor—someone who can provide emotional support and objectively help you make a plan.

Preserve all physical evidence.

Do not change your clothing, bathe, shower, douche, use the bathroom, brush your teeth, drink liquids, wash your hands, or comb your hair. If you change clothes, you should place all of your clothing that was worn at the time of the incident in a paper (not plastic) bag.

Seek medical attention.

You may seek medical care at any time. You might want to prosecute, you are not alone. A medical professional will examine you for injuries, disease and pregnancy. UT Police will be present for your examination. Receiving a medical

What are your rights if you are a survivor of sexual assault, dating violence, domestic violence, or stalking?

[Click Here](#)

974-HELP

ifying the police. If you think you have evidence within seventy-two hours about the prevention of venereal disease and pregnancy. UT Police will be present for your examination. Receiving a medical examination. Receiving a medical

CSA Frequently Asked Questions

- Where can I find more information on the Clery Act?

Additional information regarding Clery compliance at UTK can be found at <http://clery.utk.edu/>.

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***You have now
completed your
Clery Training.***

***Thank you for your
time!***



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