



Campus Security Authority Training

Texas A&M University- Texarkana

# What is the Clery Act?

- Jeanne Clery was raped and murdered while asleep in her dorm room at Lehigh University in 1986. She was murdered by another student who entered her dorm room through three propped open doors.
- Her parents discovered that there had been numerous reports of propped open doors, and there had been 38 violent crimes in the three years prior to her murder at Lehigh. They believed she would have been more cautious if she had known about the other violent crimes at Lehigh.

# What does Clery Require?

- Institutions must collect, classify, count, and report crime and fire statistics.
- Institutions must issue Campus Alerts to provide the campus community with information necessary to make informed decisions about their health and safety.
- Publish an Annual Security and Fire Safety Report
- Create, maintain, and make available a Crime Log of crimes or alleged criminal incidents that is open to public inspection
- Have established policies and procedures to ensure safety.
- Submit statistics to the Department of Education

# Key Components of Clery

- Timely Warnings, Emergency Notifications & Immediate Notifications
- Maintain Crime Log and Fire Log
- Security and Fire Safety for the University

# Non-Compliance Consequences

- Suspension or limiting the institution's Title IX funding
- Institution's name will be provided to Congress by the Secretary of Education
- Department of Education can issue civil fines up \$71,545 per violation
- Final Review Determination Reports are public record
- Institution will receive negative media attention
- Failure to comply with the Clery Act can be used in court to demonstrate an indifference to security issues during a security liability litigation





# Campus Security Authorities

- The Clery Act requires institutions to identify individuals and organizations that meet the definition of a Campus Security Authority

# CSA's Primary Responsibility

- To report allegations of Clery act crimes reported to them to the official or office designated by the institution to collect crime report information.
- The CSA Incident Report Form can be found on the University Police Department underneath the Clery Act Compliance tab.

The screenshot displays the University Police Department website. On the left is a vertical navigation menu with the following items: University Police Department, Clery Act Compliance (highlighted in grey), Prevention and Awareness Programs, RAVE Mobile Security, Parking Regulations, Key Request, and Staff. Below the menu are social media icons for Facebook, Twitter, YouTube, and Instagram. The main content area is titled 'Clery Act Compliance' and contains a welcome message. Below the message is a grid of links, each with a right-pointing arrow. A red arrow points from the text in the second bullet point of the list to the 'Campus Security Authority Crime Report' link in the grid.

Clery Act Compliance	
<p>Welcome to the A&amp;M-Texarkana Campus Safety Section. We are very concerned about the safety and security of all A&amp;M-Texarkana students and employees. Our objective is to provide quality information and services to students, faculty, staff, and external entities in an efficient and timely manner. This web page was designed to keep our students and employees advised of the rules and regulations concerning campus safety at A&amp;M-Texarkana under the Jeanne Clery Disclosure of Campus Security, Policy and Crime Statistics Act (Clery Act).</p>	
<a href="#">Annual Security &amp; Fire Safety Report</a>	<a href="#">Daily Fire Log</a>
<a href="#">Victim's Rights and Options</a>	<a href="#">Campus Security Authority Crime Report</a>
<a href="#">Daily Crime Log</a>	<a href="#">Clery Act Travel Form</a>

# VAWA Offenses: Definitions

1. Domestic Violence: A felony or misdemeanor crime of violence committed:
  1. By a current or former spouse or intimate partner of the victim;
  2. By a person with whom the victim shares a child in common;
  3. By a person who is cohabitating with, or has cohabitated with, the victim as a spouse or intimate partner;
  4. By a person similarly situated to a spouse of the victim under the domestic or family violence laws of the jurisdiction in which the crime of violence occurred; or
  5. By 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 in which the crime of violence occurred



# VAWA Offenses: Definitions

2. 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. The existence of such a relationship shall be determined based on the reporting party's statement and with consideration of:
  - The length of the relationship.
  - The type of relationship.
  - The frequency of interaction between the persons involved in the relationship.

# VAWA Offenses: Definitions

3. Stalking: Engaging in a **course of conduct** directed at a specific person that would cause a **reasonable person** to fear for the person's safety or the safety of others or suffer **substantial emotional distress**.

- Course of Conduct: Two or more acts, including, but not limited to, acts in which the stalker directly, indirectly, or through third parties, by any action, method, device, or means, follows, monitors, observes, surveils, threatens, or communicates to or about a person, or interferes with a person's property.
- Reasonable Person: A reasonable person under similar circumstances and with similar identities to the victim.
- Substantial Emotional Distress: Significant mental suffering or anguish that may, but does not necessarily, require medical or other professional treatment or counseling.

# Hate Crimes: Definitions

- A hate crime is a criminal offense that manifests evidence that the victim was intentionally selected because of the perpetrator's bias against the victim.
- Possible bias categories under the Clery Act: Race, Gender, Gender Identity, Religion, Sexual Orientation, Ethnicity, National Origin, and Disability
- Institutions **MUST** compile crime statistics for any of the following offenses that are motivated by bias:
  - All criminal offenses listed as Clery reportable (previous slides)
  - Larceny-Theft
  - Simple assault
  - Intimidation
  - Destruction/Damage/Vandalism of Property

# Clery Geography

- Only crimes that happen within Clery geography is counted as a crime statistic for the Crime Log and Annual Security and Fire Safety Report
- Three categories of Clery geography:
  - On-Campus (including On-Campus Student Housing Facilities)
  - Public Property
  - Non-campus



# Clery Geography: Definitions

- On-campus:
  - Any building or property owned or controlled by an institution within the same reasonably contiguous geographic area and used by the institution in direct support of, or in a manner related to, the institution's educational purposes, including residence halls; and
  - Any building or property that is within or reasonably contiguous to paragraph (1) of this definition, that is owned by the institution but controlled by another person, is frequently used by students, and supports institutional purposes (such as a food or other retail vendor)
- Public property: All public property, including thoroughfares, streets, sidewalks, and parking facilities, that is within the campus, or immediately adjacent to and accessible from the campus.
- Non-campus:
  - Any building or property owned or controlled by a student organization that is officially recognized by the institution; or
  - Any building or property owned or controlled by an institution that is used in direct support of, or in relation to, the institution's educational purposes, is frequently used by students, and is not within the same reasonably contiguous geographic area of the institution

# Guidelines for CSA's Reporting

- Fill out the CSA Incident Report Form online using the 4 W's:
  - Who
  - What
  - When
  - Where
- Remember CSA's do NOT investigate. They report. If any follow up questions are needed for crime statistics purposes, I will contact you directly.
- The person reporting to you can decide whether or not they would like to give their name and contact information to you so that the University Police Department can follow up with them.

# Daily Crime Log

- The CSA Incident Report Form are primarily used for crime statistics for the Annual Security and Fire Safety Report and the Crime Log if a police investigation is opened.
- The Crime Log is a federally mandated crime log that is made specifically for the public to review
- It contains all reported crimes to police or security (Clery & Non-Clery offenses)
- It includes:
  - Nature of the crime
  - Date/time occurred
  - Date/time reported
  - General location
  - Disposition

# Daily Crime Log Availability

- A hard copy of the Crime Log is located at the University Police Department and can be viewed upon request.
- There is also an updated copy of the Crime Log on the University Police Department page under the Clery Compliance Act tab.

The screenshot displays the University Police Department website. On the left is a dark red sidebar with a menu containing the following items: University Police Department, Clery Act Compliance, Prevention and Awareness Programs, RAVE Mobile Security, Parking Regulations, Key Request, and Staff. Below the menu are social media icons for Facebook, Twitter, YouTube, and Instagram. The main content area is white and titled 'Clery Act Compliance'. It includes a welcome message from the A&M-Texarkana Campus Safety Section, stating a commitment to safety and security, and providing information about the Jeanne Clery Disclosure of Campus Security, Policy and Crime Statistics Act (Clery Act). Below the text is a grid of seven links, each in a white box with a dark red border and a right-pointing arrow. The links are: Annual Security & Fire Safety Report, Daily Fire Log, Victim's Rights and Options, Campus Security Authority Crime Report, Daily Crime Log, and Clery Act Travel Form. A red arrow originates from the top of the slide and points directly to the 'Daily Crime Log' link.

**University Police Department**

Clery Act Compliance

Prevention and Awareness Programs

RAVE Mobile Security

Parking Regulations

Key Request

Staff

[Annual Security & Fire Safety Report](#)

[Daily Fire Log](#)

[Victim's Rights and Options](#)

[Campus Security Authority Crime Report](#)

[Daily Crime Log](#)

[Clery Act Travel Form](#)

**Clery Act Compliance**

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# Required Documents/Training as a CSA

- You will receive an email with a form called the CSA Acknowledgement & Notification each calendar year that you are designated as a CSA. This will need to be signed and dated and sent back to me for documentation purposes.
  - Note: If you change to a different position within the university that is not considered as a CSA, you will not be considered a CSA anymore. For example, if at any point of the year you leave your position and become a professor or you are no longer a student worker, you will no longer be a CSA.
- You will be required to take the CSA TrainTraq training and it has to be taken annually if you remain in a position that is considered a CSA.
  - I will assign the training to you 30 days before it hits the year mark that you had previously taken it. For example, if you took your training 07/29/25, you will receive a notification to complete the training again on 06/29/26.
- At the end of each calendar year, an End of Year Reporting form will be sent out that will have a box you will check saying if you did or did not have any crimes reported to you for that year and you will sign and date it and then send back to me.

# Why all the forms and training?

- The Department of Education audits university to make sure that they are in compliance with the Clery Act and failure to do so results in the Non-Compliance Disciplinary Actions to be taken against the university.
- A detailed record must be kept so if the Department of Education does audit TAMUT, I will have documentation proving that all CSA's were aware they were designated as such, that they completed the required training and if any reports were reported to them.
- Failure to be able to prove all of these conditions are being met will result in the fines being imposed on the university which we want to avoid at all costs.

# Questions?



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