Pursuant to federal law, specifically The Jeanne Clery Disclosure of Campus Security Policy and Campus Crime Statistics Act (the “Clery Act”), the Colorado State University Police Department (“CSUPD”) is required to report statistics regarding certain criminal offenses that occur on property owned or controlled by CSU. While many crimes that impact the CSU community are reported directly to CSUPD, the Clery Act also recognizes that potential crimes may also be reported to officials who have significant responsibility for student and campus activities. You have been identified as one of these officials, which the Clery Act calls a “Campus Security Authority.”

A “Campus Security Authority” is defined as “an official of an institution who has significant responsibility for student and campus activities, including, but not limited to, student housing, student discipline, and campus judicial proceedings.”

For example, officials who oversee student housing, the student center, or student extra-curricular activities have significant responsibility for student and campus activities. Similarly, an athletic director, team coach, or faculty advisor to a student group also has significant responsibility for student and campus activities. A single teaching faculty member is unlikely to have significant responsibility for student and campus activities, except when serving as an advisor to a student group. Physicians in a campus health center or a counselor whose only responsibility is to provide care to students are unlikely to have significant responsibility for student and campus activities. Also, clerical staff is unlikely to have significant responsibility for student and campus activities.

The criminal offenses that must be reported, often referred to as “Clery crimes,” are murder/non-negligent manslaughter, negligent manslaughter, sex offenses (forcible and non-forcible), robbery, aggravated assault, burglary, motor vehicle theft, arson, liquor law violations, drug violations and/or illegal weapons possession.

We are also required to report statistics for hate (bias) related crimes for the following classifications: murder/non-negligent manslaughter, negligent manslaughter, sex offenses (forcible and non-forcible), robbery, aggravated assault, burglary, motor vehicle theft, arson, larceny, vandalism, intimidation, and simple assault.

We are required to report offenses that occur on campus, in residence facilities, in non-campus property and on public property.
Typically, many of the Clery Act Crimes are reported to CSUPD and/or the Office of Conflict Resolution and Student Conduct Services, which track and report the statistics as necessary to comply with federal law. If, however, you are aware of any reports that have NOT already been reported, then please complete the attached Reporting Forms and return them to me on or before March 13, 2015. If you are NOT aware of any unreported crimes, fill out the first box of the attached form and send it back to me on or before March 13, 2015.

If the crime was reported to you in confidentiality, you do not need to reveal the name(s) of anyone. Only the crime statistic itself needs to be documented to comply with the Clery Act.

In addition, if you are aware of a crime that may cause an ongoing threat to the Colorado State University community, do not wait until the end of the year to report the incident to CSUPD. The institution must issue a warning regarding ongoing threats to the community and you play a crucial role in fulfilling that obligation. If there is any question about whether an ongoing threat exists, immediately contact CSUPD.

If you have any questions about this request or you would like to discuss the specifics about an incident, please feel free to contact me at (970) 491-7556 or Franke.Johnson@colostate.edu.

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