

What is a Clery Act Crime?:

Resources:



• Criminal Homicide ◦ Murder ◦ Non-Negligent Manslaughter ◦ Negligent Manslaughter	Emergency, Fire, Ambulance.	x3111 or 911
	University Police Dept.	(978) 665-3111
	Student Affairs	(978) 665-3130
• Sex Offenses ◦ Rape ◦ Fondling ◦ Incest ◦ Statutory Rape	Housing and Res. Svc.	(978) 665-3219
	Counseling Services	(978) 665-3152
	Community Health Connections (CHC)	(978) 878-8100
• Robbery	Human Resources	(978) 665-3172
• Burglary	Compliance / Title IX Coordinator	(978) 665-3236
• Motor Vehicle Theft		
• Arson	Employee Assistance Program	(844) 263-1982
• Dating Violence	National Sexual Assault Hotline	(800) 656-4743
• Domestic Violence	National Domestic Violence Hotline	(800) 799-7233
• Stalking	Suicide Prevention Hotline	(800) 273-8255
• Hate/Bias Crimes ◦ All of the above Plus; ◦ Larceny-Theft ◦ Simple Assault ◦ Intimidation ◦ Destruction / Damage / Vandalism of Property		

For definitions please visit:
www.fitchburgstate.edu/police

For CLERY related questions or to access the annual security report, please visit
www.fitchburgstate.edu/police
or call (978) 665-3111



REFERENCE GUIDE

Campus Security Authority (CSA)

GUIDELINES

If you **SEE** something
SAY something.

In an **EMERGENCY**,
Dial (978) 665-3111 or 911

Frequently asked Questions:

What is a Campus Security Authority (CSA)?

A CSA is any designated person, paid or unpaid, who has significant responsibility for student & campus activities or serves a security function. CSA's for Fitchburg State include, but are not limited to; Deans, Associate Deans; University Police and Security staff; RA's & AEA/CDAs; Athletic director & coaches; Student activities coordinators; Student conduct officers; Advisors to student organizations.

What is my role and responsibility as a CSA?

As a CSA, you are obligated by federal law to report Clery Act crimes. If you witness or learn of an incident that might involve a crime, please immediately, contact the University Police Dept. at (978) 665-3111. You may identify the victim or keep the victim's identity confidential. If you are in doubt, as to whether a crime is reportable, please report it.

Do I need to investigate to make sure a crime actually occurred?

NO. Investigation is **not** required by a CSA. When you are made aware of an incident report it.

What key facts must I gather to meet Clery compliance

- WHAT happened (type of crime or incident)
- WHERE it happened (Location or address)
- WHEN it happened (Date & Time)

How do I make a report?

- **If it is an immediate life or death emergency dial 911 or (978) 665-3111**
- If not an emergency you may dial the University Police Department at (978) 665-3111.
- You may also file an online report through Maxient using the QR Code below or by visiting fitchburgstate.edu/judicial



Do I need to determine if the crime or the location is Clery-reportable?

No. The Clery Compliance Coordinator will classify the crime and evaluate the location, based on the information provided.

For additional information and/or questions regarding CSA Training, contact the Director of Compliance in the Office of Human Resources at (978) 665-3236.



Office of Human Resources and Payroll Services
Sanders Administration Building, Suite 202
(978) 665-3172
fitchburgstate.edu/hr

What is the Clery Act?



The Clery Act is named after Jeanne Ann Clery, a 19-year-old Lehigh University freshman who was raped and murdered in her dorm room on April 5th, 1986.

Shortly after Jeanne's murder, her parents discovered that in the three years prior to her murder, 38 violent crimes had occurred on Lehigh's campus, which went largely unannounced. Her parents believe Jeanne and her fellow students would have been more cautious if they had known about these violent crimes.

In response to Jeanne's murder, her parents championed a bill originally enacted by Congress and signed into law by President George H. W. Bush in 1990 as the Crime Awareness and Campus Security Act of 1990. The federal law requires colleges and universities across the United States to disclose information about crime on and around their campuses. The act has been amended over the years to include reporting requirements and provide provisions for sex offender notifications, campus emergency response and victim protection.

All public and private institutions of postsecondary education participating in federal financial aid programs are subject to the Clery Act, and are monitored by the U.S. Department of Education.

Failure to comply with the law will result in a \$59,017 fine per violation. Institutions may also be suspended from participating in federal aid programs.