




**One Size May Not Fit All:  
Improving the Effectiveness  
of CSA Training**



**Melinda Benson**  
*Assistant Compliance Director and Deputy  
Clery Act Coordinator*  
The Ohio State University  
Benson.475@osu.edu

---

---

---

---

---


---

---

---

1

**Presentation Roadmap**



- Evolution of CSA identification and training program at The Ohio State University
- “Train the Trainer” CSA training workshop
  - Examples of customizations of CSA training for various university partners
  - Focus on the training approach; some of the content may be OSU specific. Includes things I train on that came out of OSU’s 2004 FPRD, helpdesk responses, and technical assistance calls.

© Ohio State University. All rights reserved. 2

---

---

---

---

---


---

---

---

2

**CSA Identification at OSU**



- Pre-2019: CSA identification decisions were made by Clery subject matter expert without unit/job function expertise
- New process for 2019: integrated partnership with OHR
  - Training and resources about CSA identification provided by Clery Compliance to Unit HR partners
  - Determinations ultimately owned by the Unit HR partners
  - Collaboration, via support sessions and phone/email
  - Future integration of CSA process controls into Workday through the University Enterprise Project

© Ohio State University. All rights reserved. 3

---

---

---

---

---

---

---

---

3



## Future State



- CSA identification on position level in new personnel management system (Workday)
  - Automatically assign training
  - Ask to certify that they have reported or have nothing to report
  - Better awareness for supervisors
  - Exploring possibility of triaging reporting systems based on status

4

---

---

---

---

---

---

---

---

---

---

## CSA training at OSU



- Annual notification via university email
  - ~7,500 University staff, faculty, students
  - ~1000 third party contract security partners
- Online Training through BuckeyeLearn (Cornerstone)
- In-person training; audience identified using risk-based analysis, or to any group who wants to learn more by request

5

---

---

---

---

---

---

---

---

---

---

Training ID	Training Audience	Training Topic	Training format
81202019	BuckeyeLearn Staff	Campus Security Authority reporting Responsibilities	Powerpoint, Handout
71002019	CSAs in John Glenn I	Campus Security Authority Training	Powerpoint, Handout
91222019	Peacopets Student G	Campus Security Authority reporting Responsibilities	Powerpoint, Handout
51602019	CSAs in John Glenn I	Campus Security Authority Training	Powerpoint, Handout
51402019	Summer RA staff	Campus Security Authority Training, Daily Crime Log Pledge	Powerpoint, Handout
51702019	OSU/DU dispatchers	Emergency Notifications, Timely Warning, Crime Definitions, CSA reporting obligations	Powerpoint, discussion
4192019	Clery administrator s	Timely warning documentation, geog info, student travel, identifying CSAs, records retention	Discussion, handout
3025-2019	44 New OSU/D records	Clery overview, definitions, processes	Discussion, handout
3062019	Clery administrator s	Timely warning documentation, geog info, student travel, identifying CSAs, records retention	Discussion, handout
3192019	Clery administrator s	Timely warning documentation, geog info, student travel, identifying CSAs, records retention	Discussion, handout
3192019	Clery administrator s	Timely warning documentation, geog info, student travel, identifying CSAs, records retention	Discussion, handout
3192019	Clery administrator s	Timely warning documentation, geog info, student travel, identifying CSAs, records retention	Discussion, handout
11202019	Emergency Manager	Clery updates, audits and etc.	Discussion
10132019	College of Optometric	Campus Security Authority reporting Responsibilities	Powerpoint, Handout
10262019	New OSU/D officers	OPOTA Clery Act Overview for Officers, Timely Warnings, Geography, Crime Types	Powerpoint, Handout
10162019	New Title III make O	Clery crimes, Geography, tagging, and administrative functionality of Maiment	Powerpoint, Handout
10192019	Student Life Executive	Campus Security Authority reporting Responsibilities	Powerpoint, Handout
10412019	Employee Assistants	Campus Security Authority reporting Responsibilities	Powerpoint, Handout
104272019	Senior Budget Office	Campus Security Authority reporting Responsibilities	Powerpoint, Handout
101302019	Student Wellness Ctr	Campus Security Authority reporting Responsibilities	Powerpoint, Handout
101202019	Student Conduct Sta	Clery crimes, Geography, tagging, and administrative functionality of Maiment	Powerpoint, Handout
101192019	Security and Fraternal	Campus Security Authority reporting Responsibilities	Powerpoint, Handout
10152019	Student Life Career C	Campus Security Authority reporting Responsibilities	Powerpoint, Handout
8232019	Financial Aid Staff	Campus Security Authority reporting Responsibilities	Powerpoint, Handout
81802019	Senior HR meeting	CSA identification	Powerpoint, Handout
81802019	Student Advocacy C	Clery crimes, Geography, tagging, and administrative functionality of Maiment	Powerpoint, Handout
8172019	Student Life Senior L	Campus Security Authority reporting Responsibilities	Powerpoint, Handout
81712019	Housing Directors for	Clery Geography, CSA responsibilities	Powerpoint, Handout
71272019	New OSU/D officers	OPOTA Clery Act Overview for Officers, Timely Warnings, Geography, Crime Types	Powerpoint, Handout
71252019	New Housing Profes	Clery crimes, Geography, tagging, and administrative functionality of Maiment	Powerpoint, Handout
71202019	Prevention Programs	Clery/FVA requirements for Primary and Secondary prevention programs	Discussion, Handout
51242019	HR Partners	Identifying CSAs	Discussion, handout
41902019	OSU partners	Clery reporting Investigations	Discussion, handout
31272019	DPS partners, CAC	I Preparing for a Clery Act Audit	Webinar
31402019	Clery administrators	Timely warning documentation, geog info, student travel, identifying CSAs, records retention	Conference Call
313202019	Clery administrators	Timely warning documentation, geog info, student travel, identifying CSAs, records retention	Discussion, handout
313202019	Clery administrators	Timely warning documentation, geog info, student travel, identifying CSAs, records retention	Discussion, handout
31292019	New Legal Affairs Fall	Clery Overview	Discussion, handout

6

---

---

---

---

---

---


---

---

---

---



 **THE OHIO STATE UNIVERSITY**

**Campus Security Authorities  
The Clery Act**

Melinda Benson, Assistant Compliance Director, Deputy Clery Act Coordinator, Office of University Compliance and Integrity

7

---

---

---

---

---

---

---

---

 **THE OHIO STATE UNIVERSITY** Additional slides for Senior Leadership training

**Example sources of reporting obligations for University Employees:**

**Statutory/Legal obligations**

- Ohio Felony reporting law
- Clery Act
- Title IX

**University Policy**

- Sexual Misconduct Policy
- Programs with Minor Participants

**Other Sources of reporting obligations**

- NCAA program participation requirements
- Employment contract with University

8

---

---

---


---

---

---

---

---

 **THE OHIO STATE UNIVERSITY** Clery Act Campus Security Authority Training

**Relationship between Clery and Title IX**

Title IX	Both	Clery
<ul style="list-style-type: none"> <li>Bullying</li> <li>Sexual Harassment</li> <li>Discrimination</li> <li>Off-campus reports of sex offenses and relationship violence involving university affiliates</li> </ul>	<ul style="list-style-type: none"> <li>Rape</li> <li>Fondling</li> <li>Incest</li> <li>Statutory Rape</li> <li>Domestic Violence</li> <li>Dating Violence</li> <li>Stalking</li> <li>Sex/Gender based-hate crimes</li> </ul>	<ul style="list-style-type: none"> <li>Criminal homicide</li> <li>Robbery</li> <li>Aggravated assault</li> <li>Burglary</li> <li>Motor vehicle theft</li> <li>Arson</li> <li>Hate Crimes</li> <li>Violations of Ohio weapons, drug, or liquor laws</li> </ul>

*Note: Only on Clery Geography (indicated by a red arrow pointing to the Clery circle)*

*Note: Location largely irrelevant (indicated by a grey arrow pointing to the Title IX circle)*

9

---

---

---

---

---

---

---

---



**THE OHIO STATE UNIVERSITY** Clery Act  
Campus Security Authority Training

## Clery Act: Safety and Transparency

20 U.S.C. §1092(f)

**Information in:**

- Collect, classify, count crime **reports** and/or **statistics** from
  - Campus Security Authorities (CSAs)
  - Law Enforcement Agencies

**Information out:**

- Issue campus alerts (Buckeye Alerts, Public Safety Notices)
- Publish a Daily Crime Log
- Publish Annual Security and Fire Safety Report
- Submit aggregate crime statistics to Department of Education

**Additional housing-specific requirements**

- Fire Safety requirements
- Missing Students' requirements

10

10

---

---

---

---

---

---

---

---

---

---

**THE OHIO STATE UNIVERSITY** Additional slides for Senior  
Leadership Training

## Institutional Risks

**Audits**

- The Department of Education may announce an Audit at any time. If audited, we must provide documentation supporting your past seven years of statistics
- OSU's last audit was 2004
- Audits may be triggered by numerous factors, including media attention to an incident on a campus

**Fines**

- The current price tag on failure to meet your Clery Compliance obligations is approximately \$57,000 per violation or mistake. Highest Clery Act fine against a single institution to date was \$2,400,000.
  - Sometimes this is for an inadequacy in controls or procedures, such as findings for Lack of Administrative Capacity, Failure to distribute the Annual Security Report by October 1<sup>st</sup>, or Failure to inform prospective students about the availability of the Annual Security Report
  - This fine can also apply to each missing or incorrectly categorized statistic, found within the period of review, or individual incidents regarding which the institution should have issued, and failed to issue, a Timely Warning

**Reputational Risks**

11

11

---

---

---

---

---

---

---

---

---

---

**THE OHIO STATE UNIVERSITY** Additional slides for  
Student Life Senior Staff

## Clery Intersections with Student Life

- Campus Security Authorities (CSA) identification
- Providing names and email addresses as requested for the purposes of designating Campus Security Authorities
- Control of space, specifically reporting Off-campus events and trips
- Opportunity to register a separate, confidential contact in addition to emergency contact: use if a student is missing for 24 hours
- Review Policy Statements for Annual Security Report as requested
- Fire Safety drills, Transparency about safety equipment, Fire Log
- Clery Act Committee, Regional Campus counterparts, Professional Programs Embedded Student Affairs Staff
- VAWA requirements: Primary and Secondary Prevention Programs
- Drug Free Schools and Communities Act, Biennial Review

12

12

---

---

---

---

---

---

---

---

---

---





**THE OHIO STATE UNIVERSITY** Clery Act  
Campus Security Authority Training

## What Matters for Clery:

- Whether a **report** was made to a CSA
- Where** the Crime occurred
- What** crime/behavior was reported

## What Does not matter for Clery\*:

- Who** was involved (with the exception of referrals for disciplinary action)
- When** the incident occurred

\*Who and when are helpful, if possible, in identifying and removing duplicate reports, but CSAs are not required to provide this information, even if known, unless they have other reporting responsibilities.

16

16

---

---

---

---

---

---

---

---

**THE OHIO STATE UNIVERSITY** Clery Act  
Campus Security Authority Training

Remind Student Life partners that when a person in Communications, Student Life, etc. screenshots something and shares it with them this otherwise public forum-excluded disclosure become a third party report to a CSA.

## Whether a report was made

- The University is considered to be on notice when any Campus Security Authority receives a report of a crime
- Does not include something you merely overhear: Example, a student having a phone conversation within earshot
- Does not include disclosures made in public forums, such as "Take back the night" events or disclosures on social media
- Aside from these limited exclusions, something brought to your attention most likely constitutes a report
  - Report can be from an involved party, or a third party
- With narrow exceptions (Arson and Hate Crimes), Clery statistics are based on reports, not results of any subsequent investigation, nor the findings of a court, coroner, or jury.

\*\*Note: Attempted crimes are treated the same as completed crimes.

17

17

---

---

---

---

---

---

---

---

**THE OHIO STATE UNIVERSITY** Clery Act  
Campus Security Authority Training

Be intentional about relevant examples of when a report could reference an off campus event or overnight trip

## Where:

- Crimes are disclosed based on the location where the crime/incident occurred:
  - On-campus (student housing is a sub-category)
  - Noncampus (University/affiliate controlled property that is not part of the core campus)
  - Public property (the edges of campus)
- Regional Campuses are separate campuses, but CSA reporting obligations apply to incidents on any campus.
- Campus Security Authorities are expected to try to ascertain where a reported incident occurred (stated in OSU Final Program Review Determination, 2006)
- Narrow examples of when it is acceptable for OSU to have questions about where a crime occurred (student was blindfolded, unconscious, refuses to answer the question, etc.)

18

18

---

---

---

---

---

---

---

---



**THE OHIO STATE UNIVERSITY** Clery Act  
Campus Security Authority Training

### Clery Geography examples

- Crimes reported to have occurred in campus buildings or residence halls
- Crimes reported to have occurred on Campus
- Crimes on city streets running through campus
- Crimes on public property immediately adjacent to campus (Example the High street sidewalk, street, and opposite sidewalk or public parking lots)
- Crimes reports that the victim experienced on non-campus property, defined as property that the university, affiliates, or student organizations own or control for their use. This includes overnight accommodations and other facilities used by your Club Sports teams for practice, games or game-related travel.

If training police partners, over-emphasize the difference between Jurisdiction and Clery Geography. Easily missed for TW, DL-can't use "Administrative information" title for noncampus incidents

19

19

---

---

---

---

---

---

---

---

**THE OHIO STATE UNIVERSITY** Clery Act  
Campus Security Authority Training

### What:

**Criminal offenses:**

- Criminal homicide
- Sex offense (rape, fondling, incest, statutory rape)
- Robbery
- Aggravated assault Includes administering poisons, "Date Rape Drugs")
- Burglary
- Motor vehicle theft (does not include theft from inside a motor vehicle)
- Arson

**Relationship violence** (domestic violence, dating violence, stalking)  
**Hate Crimes** (criminal offenses plus larceny-theft, simple assault, intimidation, destruction/damage/vandalism of property)  
**Arrests and referrals** under Ohio weapons, drug, or liquor laws

Make sure you emphasize to your partners what details constitute relevant information, so they don't inadvertently remove clues by summarizing information too broadly.

20

20

---

---

---

---

---

---

---

---

**THE OHIO STATE UNIVERSITY**

### Part A Criminal Offenses

**Criminal Homicide** (Manslaughter by Negligence, Murder and Non-negligent Manslaughter)

**Sexual Assault** (Rape, Fondling, Incest and Statutory Rape)

**Robbery** (Forceful taking from possession of another, element of fear)

**Aggravated Assault** (differentiated from Simple Assault for Clery purposes by considering use or non-use of a weapon, extent of injury if personal weapons are used, and/or intent of the attacker)

**Burglary** (Unlawful entry into a structure having four walls and a door with the intent to commit a felony or theft)

**Motor Vehicle theft** (not including theft FROM a motor vehicle)

**Arson** (Willful or intentional fire)

Use Relevant examples of "free and regular access" based on the space the audience inhabits

Additionally, any accidental instance of open flame or other burning in your houses in a place not intended to contain the burning (such as a fireplace) OR in an uncontrolled manner, must be reported for the University's Residential Facility fire statistics

21

21

---

---

---

---

---

---

---

---



**THE OHIO STATE UNIVERSITY** Additional Slide example for Partners responsible for classifying crimes in databases (i.e. Student Conduct, Police, etc.)

## Aggravated v. Simple Assault

- **Aggravated Assault:** *an unlawful attack by one person upon another*
  - For the purpose of inflicting severe or aggravated bodily injury. OR
  - Usually is accompanied by the use (or threatened use) of a weapon or by means likely to produce death or great bodily harm. OR
  - Injury requiring more than minor First Aid
- **Simple Assault:** *An unlawful physical attack by one person upon another where:*
  - The offender does not display a weapon AND
  - The victim does not suffer obvious severe or aggravated bodily injury involving apparent broken bones, loss of teeth, possible internal injury, severe laceration, or loss of consciousness AND
  - There is no indication of an intent to kill or cause grievous bodily harm
- Simple Assault is only reportable if motivated by bias. Most rough housing, fist fights, physical altercations in residence halls probably qualifies merely as simple assault.
- Don't forget to analyze DV incidents for extent of injury, etc.-DV may be reportable as both a DV and an Aggravated Assault, since VAWA offenses are outside the hierarchy

22

22

---

---

---

---

---

---

---

---

---

---

**THE OHIO STATE UNIVERSITY** Clery Act Campus Security Authority Training

## VAWA Offenses

UCR Crime of violence definition: violence OR threats of violence against person OR their property

**Domestic Violence:** Felony or misdemeanor crime of Violence committed by a current or former spouse or intimate partner of the victim, by a person with whom the victim shares a child in common, or by a person similarly situated, or protected from that person's acts under the domestic or family violence laws of the jurisdiction in which the crime of violence occurred. (ORC does not include individuals who are simply roommates)

**Dating Violence:** Violence (including sexual or physical abuse or the threat of such abuse) committed by a person who is or has been in a social relationship of a romantic or intimate nature with the victim

**Stalking:** Engaging in a course of conduct (two or more acts) 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. 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

Dating can be hooking up, hanging out; need not be monogamous or serious. Use the reporting party's characterization of relationship.

23

23

---

---

---

---

---

---

---

---

---

---

**THE OHIO STATE UNIVERSITY** Clery Act Campus Security Authority Training

## Hate Crimes

- 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. (An Offenders mistaken perception does not preclude the victim from being intentionally selected because of bias)
- Bias for Clery purposes can be based on these eight categories: Race, Religion, Sexual Orientation, Gender, Gender Identify, Ethnicity, National Origin, Disability
- Hate crimes can be any of the Part A offenses, and additionally, include these four crime types, if they meet the hate crime definition.
  1. Larceny-Theft
  2. Simple Assault
  3. Intimidation (Note: must be "unlawful"-protected free speech is not a crime, and most harassment is excluded)
  4. Destruction/Damage/Vandalism of Property

24

24

---

---

---

---

---

---

---

---

---

---





**THE OHIO STATE UNIVERSITY** Clery Act  
Campus Security Authority Training

## Arrests and Referrals for Disciplinary Action

Arrests or referrals for disciplinary action made for violations of Ohio laws governing the control of liquor or weapons, or Ohio Drug laws.

Includes most commonly:

- o Minor in Possession/offenses involving underage persons
- o Reported illegal drug use, distribution/dealing, or possession
- o Providing alcohol to minors

Excludes:

- o Drunkenness/Drunk and disorderly/Intoxication/public urination due to intoxication for individuals who are of legal drinking age. (many institutions DO, however, count constructive possession by minors)
- o Operating a Vehicle while Intoxicated (Alcohol or Drug)
- o An individual taking their own lawfully prescribed drug in a manner other than prescribed
- o Anything that is merely a violation of university or hall policy, but not of state law

25

25

---

---

---

---

---

---

---

---

**THE OHIO STATE UNIVERSITY** Alternate slides for Sorority and Fraternity  
Life/House Directors

## Arrests and Referrals for Disciplinary Action

Arrests or referrals made for violations of Ohio laws governing the control of liquor or weapons, or Ohio Drug laws. **Referral would include sending something to Joint Counsel or Student Judicial Board.**

Includes most commonly:

- o Minor in Possession/offenses involving underage persons
- o Reported illegal drug use, distribution/dealing, or possession
- o Providing alcohol to minors

Excludes:

- o Drunkenness/Drunk and disorderly/Intoxication/public urination due to intoxication for individuals who are of legal drinking age. (many institutions DO, however, count constructive possession by minors)
- o Operating a Vehicle while Intoxicated (Alcohol or Drug)
- o An individual taking their own lawfully prescribed drug in a manner other than prescribed
- o Anything that is merely a violation of university or hall policy, but not of state law

26

26

---

---

---

---

---

---

---

---

**THE OHIO STATE UNIVERSITY** Alternate Slides for Partners who receive  
and report disciplinary referrals (HR,  
Student Conduct, ROTC, etc.)

## Arrests and Referrals for Disciplinary Action for violations of state law

- o **Arrest:** Arrest, citation, or summons.
- o **Disciplinary referral:** Referral of any person to any official who initiates a disciplinary action of which a record is established and which may result in the imposition of a sanction. The office/board does not have to initiate disciplinary action, find student responsible, or issue a sanction(s) for a referral to have been made.
- o Only three types of law violations count:
  - 1) Liquor
  - 2) Weapons
  - 3) Drugs

Highlight unique and relevant examples: Drug Diversion allegations, investigations, resolution process for Medical center staff
- o **Exclusions:**
  - I. Drunkenness/Drunk and disorderly/Intoxication/public urination due to intoxication for individuals who are of legal drinking age. (many institutions DO, however, count constructive possession by minors)
  - II. Operating a Vehicle while Intoxicated (Alcohol or Drug)
  - III. An individual taking their own lawfully prescribed drug in a manner other than prescribed
  - IV. Anything that is merely a violation of university or hall policy, but not of state law

27

27

---

---

---

---

---

---

---

---



**THE OHIO STATE UNIVERSITY** Additional Slides for University Housing Staff

### Case Creation by Professional Staff

- When creating case, add a Clery tag for all students whom the RA referred (Think whom the RA is documenting as being involved, in their opinion)
  - Does the RA see alcohol or drugs? If not,
  - Does the student admit to being under the influence? If not,
  - Does the RA specifically mention alcohol/drug or intoxication alongside their description of physical features/behaviors, to explicitly connect the symptoms to their belief about a cause?
- Note: A 'referral' can be an RA's documentation of a report made to them by a third party, if other criteria for a referral are met.
- DO NOT add both a drug and alcohol tag to the same student. Tag based on the referral for the more serious offense

28

---

---

---

---

---

---

---

---

---

---

28

**THE OHIO STATE UNIVERSITY** Clery Act Training for University Housing Staff

**Any lack of clarity or discrepancy in the narrative, or between the names in the narrative and the involved parties' list, is an opportunity for an auditor and the Clery coordinator to disagree on Clery numbers or classification, which is a serious (and potentially expensive) compliance issue.**

---

---

---

---

---

---

---

---

---

---

29

**THE OHIO STATE UNIVERSITY** Additional Slides for Partners responsible for classifying crimes in databases (i.e. Student Conduct, Police records office, etc.)

### Administrative process:

- Reports of known incidents come to from University offices (including housing) and University Police. Requests are made to external law enforcement agencies for reports of unknown incidents.
- Hierarchy rule and exceptions
  - Recognize that the hierarchy rule is an unfamiliar concept for non-law enforcement partners.
- Victim based count versus incident based count.
- Select the appropriate "Clery" category in Maxient. If not Clery reportable, select NCR-something from this dropdown should be selected. Place justification or relevant notes about crime, place, number of victims, etc. in Clery notes field
- If you are unsure about the Clery classification you have chosen, ping Melinda to ask for her clarification and review.

These partners have valuable knowledge about prior offenses or reports and can issue spot when stalking continues into a subsequent calendar year-remind them of the importance of flagging relevant information for you

30

---

---

---

---

---

---

---

---

---

---

30



**THE OHIO STATE UNIVERSITY** Additional Slides for Partners responsible for classifying crimes in databases (i.e. Student Conduct, Police, etc.)

## Unfounded Crimes

- o A crime is considered unfounded for Clery Act purposes only if sworn or commissioned law enforcement personnel make a formal determination that the report is false or baseless.
- o Unfounded crimes must still be reported, but are reported as unfounded crimes in a separate list/chart in the ASR.
- o Motor Vehicle Thefts or burglaries where investigation determined that the car or item was misplaced by the owner and a crime did not occur and was never attempted WOULD be reported here

31

---

---

---

---

---

---

---

---

---

---

31

**THE OHIO STATE UNIVERSITY** Additional slides for training police partners

## Timeliness and Campus Alerts

### Public Safety Notices (Timely Warnings)

- o Considered for Clery Crimes on Clery geography
- o Responsible to issue "as soon as pertinent information is available" and "Timely" is measured in minutes, not hours
- o Assessment made by OSUPD of whether there is a serious and continuing threat to the campus community
  - 1) Is it a Clery Act Crime?
  - 2) Is it on Clery geography?
  - 3) Is there a continuing threat to the campus community?
- o Imperative that reports be made to OSUPD so that this assessment can be made

### Buckeye Alerts (Emergency Notifications)

- o Broader Scope: can include weather emergencies, gas leaks, outbreak of infectious disease, etc.
- o Used for rapidly evolving situations that present an immediate threat to health or safety; responsibility to issue "immediately upon confirmation that a dangerous situation or emergency exists or threatens".

\*New in 2016 - Neighborhood Safety Notices – awareness message for off-campus crime

32

---

---

---

---

---

---

---

---

---

---

32

**THE OHIO STATE UNIVERSITY** Partners such as Student Wellness Center, Title IX, Institutional Equity, etc.

## Prevention

- The Violence Against Women Act (VAWA) amended the Clery Act, and added a requirement for both primary and secondary prevention programs
- Primary prevention programs
  - o Programming, initiatives and strategies intended to stop dating violence, domestic violence, sexual assault and stalking before they occur through the promotion of positive and healthy behaviors that foster healthy, mutually respectful relationships and sexuality, encourage safe bystander intervention, and seek to change behavior and social norms in healthy and safe directions.
  - o Examples of these programs might include programs that promote good listening and communication skills, moderation in alcohol consumption and common courtesy.
  - o Clery requires Primary prevention programs for incoming students and employees
- Ongoing or secondary Awareness programs
  - o Community-wide or audience-specific programming, initiatives and strategies that increase audience knowledge, and share information and resources to prevent violence, promote safety and reduce perpetration.
- Additionally, as part of a larger list of required policy statements and required language in your institution's Annual Security Report, VAWA lays out a number of statements you must include (and follow) pertaining to the prevention of, and institution's response to, reports of Dating Violence, Domestic Violence, Sexual Assault and Stalking

33

---

---

---

---

---

---

---

---

---

---

33



**THE OHIO STATE UNIVERSITY** Additional content for Residence Life/Senior Student Affairs audience

### Additional requirements for Institutions with campus Housing

- Disclose missing student notification procedures that pertain to students residing in those facilities, which must include allowing students to register a confidential contact that may or may not be the same as their emergency contact
- Disclose fire safety information related to those facilities.
  - Keep a fire log that is open to public inspection
  - Publish an annual fire safety report containing policy statements as well as fire statistics associated with each on-campus student housing facility, including the number of fires, cause of fires, injuries, deaths and property damage, and inform prospective students and employees about the availability of the report
  - Describe in this document your existing Fire Safety equipment and procedures, state whether or not you believe anything to be deficient, and the plan for improvement on any deficiencies
  - Submit fire statistics to the Department each fall in the Web-based data collection.

34

34

---

---

---

---

---

---

---

---

---

---

**THE OHIO STATE UNIVERSITY** Clery Act Campus Security Authority Training

### Clery

**How to report:**  
<https://compliance.osu.edu/clery.html>

Campus Security Authority Incident Report Form

Please submit a completed form for each report you have received for incidents listed below that were not or may not have been reported to the OSU Police Division. If you are in doubt about whether an incident is reportable, please err on the side of reporting the matter, regardless of whether an arrest was made (except as noted below). Definitions of offenses can be found below this form.

All fields are required.

Incident Information

Incident Occurred

Date: mm/dd/yyyy

Time: hh:mm AM/PM

Incident Reported

Date: mm/dd/yyyy

Time: hh:mm AM/PM

Location of Incident

Please refer to the [dropdowns](#) below for assistance in selecting the correct incident location.

35

35

---

---

---

---

---

---

---

---

---

---

**THE OHIO STATE UNIVERSITY** Alternate Slides for University Housing Staff

### How to report:

[https://cm.maxient.com/reportingform.php?OhioStateUniv&layout\\_id=0](https://cm.maxient.com/reportingform.php?OhioStateUniv&layout_id=0)

Background Information

Your full name:

Your position/title:

Your phone number:

Your email address:

Your physical address:

This case involves:

Date of incident required: YYYYMMDD

Time of incident:

Location of incident required: Please select a location

Specific location:

36

36

---

---

---

---

---

---

---

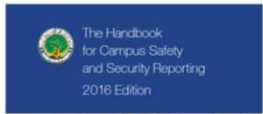


---

---

---



**THE OHIO STATE UNIVERSITY** Clery Act  
Campus Security Authority Training

**For more information:**  
<https://www2.ed.gov/admins/lead/safety/handbook.pdf>

**To review past final Program Review Determinations:**  
<https://studentaid.ed.gov/sa/about/data-center/school/clery-act-reports#>

**Contact me to connect!**  
 Melinda Benson  
 Assistant Compliance Director and Deputy Clery Act Coordinator at The Ohio State University  
[Benson.475@osu.edu](mailto:Benson.475@osu.edu)

37

---

---

---

---

---

---

---

---

---

---

37

**THE OHIO STATE UNIVERSITY** Clery Act  
Campus Security Authority Training

## Questions and Discussion

38

---

---

---

---

---

---


---

---

---

---

38



## Questions?

---

© Ohio State University. All rights reserved. 39

---

---

---

---

---

---

---

---

---

---

39



## Remember to Evaluate This Session!

© NACCOP. All rights reserved. 40

---

---

---

---

---

---

---

---

40