

WELCOME: The Rowan CSA Newsletter, is to keep you, our Campus Security Authorities or CSAs, informed and provided with resources to assist you. "The function of a Campus Security Authority is to report to the official or office designated by the institution to collect crime report information, such as the campus police or security department, those allegations of Clery Act crimes that he or she receives." The CSA function, reporting process and other important information in detail is available to you through the CSA Training, Frequently Asked Questions and other resources identified in this newsletter. **Clery News:** Rowan's Clery Act website has been completed and launched. There is a section for Campus Security Authorities, which contains training and reporting information for you. **Check it out.** <https://sites.rowan.edu/publicsafety/clery/csa/index.html>

Your Learning Check- "A student worker mentions to her boyfriend that she saw last year in the locker room during a club rec. basketball game on campus, a child being sexually molested by a volunteer coach. Later that day, her boyfriend and the student worker tell you as the Club's Advisor what she saw. You gather initial information and anything else known about the incident." **What should you do??**

- Report it to your boss first and discuss it with them and other administration and conduct your own investigation.**
- Report it to first to Public Safety directly or through the CSA Reporting process and then follow your chain of command.**

ANSWER: B. Report it by the CSA process first to Public Safety

The Rowan University Public Safety Department is designated as the official collector of crime report information for all our campuses. The main issue here is that **CSAs are required to report directly through public safety rather than simply through a chain of command.** You can follow up with reporting through your "chain of command" after the incident has already been reported to Public Safety, either directly or through the CSA reporting process!!!! **Your rule as a CSA is simple: REPORT INCIDENTS!!!!!!**

DATES OF INTEREST: Upcoming Clery CSA "Action Items" approximate dates to be aware of:

- ✓ Summer, 2018: PROS, RAs, RDs, etc. provided CSA training review (in person)
- ✓ October 1, 2018: Annual Security and Fire Safety Report available
- ✓ November/December, 2018: New training cycle begins (you will be contacted)/CSAs identification audit conducted

✓ CSA Check List

INCIDENT REPORTING (NOT IN PROGRESS)

CSA Reporting Form (On line):

<https://login.rowan.edu/cas/login?service=http%3a%2f%2fsites.rowan.edu%2fpublicsafety%2fclery%2fcsa%2fcsa-reporting%2fcsaform.html>

Please make sure you follow the **CSA reporting process** for Clery Act crimes/offenses as outlined in the CSA Training and in the FAQs.

Remember CSAs are responsible to report Clery Act crimes and offenses. Emergencies/Crimes in Progress:

Contact Rowan Public Safety immediately: Call 911

YOUR TRAINING:

CSA Training:

https://sites.rowan.edu/publicsafety/docs/csa/csa_training.pdf

CSA Frequently Asked Questions (FAQs):

<https://sites.rowan.edu/publicsafety/docs/csa/csafaq.pdf>

Please make sure **you have reviewed the current CSA Training and use the CSA FAQs** as a quick reference.

VICTIM SUPPORT AND RESOURCES:

Connect the victim of campus crimes to available options and resources. See Rowan website, Annual Security and Fire Safety Report and key Campus Departments. Such as:

Title IX: <https://sites.rowan.edu/equity/titleix/index.html>

<https://sites.rowan.edu/equity/titleix/resources/index.html>

Wellness Center: <https://sites.rowan.edu/wellness/index.html>

Public Safety: <https://sites.rowan.edu/publicsafety/>

*Other Online Resources

CSA Website for your questions:

<https://sites.rowan.edu/publicsafety/clery/csa/index.html>

Public Safety Clery Website:

<https://sites.rowan.edu/publicsafety/clery/index.html>

Annual Security and Fire Safety Report:

https://sites.rowan.edu/publicsafety/docs/annual_security_report.pdf

Daily Crime Log:

<https://sites.rowan.edu/publicsafety/clery/crimeandfire/cleryapp/index.php>

Daily Fire Log:

<https://sites.rowan.edu/publicsafety/clery/crimeandfire/cleryapp/firelog.php>

Off Campus Travel Reporting Form:

<https://sites.rowan.edu/publicsafety/clery/resources/clerytravelform.php>

Any Questions: Please contact the Office of Clery Compliance, Department of Public Safety: (856) 256-4562 or cleryact@rowan.edu