



"The best education in the world is useless if a student doesn't survive with a healthy mind and body" – Connie and Howard Clery

Your CSA Checklist

INCIDENT REPORTING:

CSA Reporting Form (On line) for use in a "delayed report"
<https://www.rowan.edu/webapps/csafom/index.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 to Public Safety. Reporting Emergencies/Crimes in Progress: Contact Rowan Public Safety immediately: Call 911

YOUR TRAINING:

CSA Training:

<https://go.rowan.edu/clerytraining>

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: See Rowan website, Annual Security and Fire Safety Report and key Campus Departments.

OSEC/Title IX:

<https://sites.rowan.edu/diversity-equity-inclusion/departments/osec/index.html>

Wellness Center:

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

Public Safety:

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

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 they receive."* 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.

Recent CLERY ACT NEWS:

"The U.S. Department of Education (DOE) found Arizona State University (ASU) in violation of [the Clery Act](#) after investigating a complaint filed on June 22, 2020"
<https://www.statepress.com/article/2021/06/spcommunity-department-of-education-finds-asu-in-violation-of-clery-act>
"Liberty University Discourages Students from Reporting Rape, Threatens Punishment"
<https://www.campusafetymagazine.com/clery/liberty-university-students-rape/>
"University of Montana Law School Dean, Associate Dean Resign Over Mishandling of Title IX Claims"
<https://www.campusafetymagazine.com/clery/university-of-montana-law-school-dean-and-associate-dean-resign/>

UPDATE YOUR CSA TRAINING! If you have **not recently updated** your CSA training, please review the **narrated version of the revised training** at: <https://www.youtube.com/embed/THttOv2VYM4?vq=hd1080>

? Your Learning Review ?

ASK the questions: On your reports-
Be complete on your reporting!!!!

- When (date and time(s) of the occurrence)
- Where (exactly the incident occurred, be specific, essential for Dept. of ED reporting)
- Who (was involved in the incident)
- What (happened, be specific)

If the victim does not want to submit their name, we need **initials**. We do not need other personal identifiers. **For Clery review purposes**. Understand if the information is not complete we cannot score properly for U.S. Department of Education required reporting purposes.

We are still receiving reports that are incomplete, because the writer is not asking these questions. Remember if you are identified as a Campus Security Authority-CSA you are still required to complete a CSA report following the outline in your training.

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>

Clery Act Background- "What happened to Jeanne Clery was a tragedy."

<https://clerycenter.org/about-page/>

DATES OF INTEREST: Upcoming Clery CSA "Action Items" approximate **dates to be aware of:** January, 2022 Request for reports (2021).

Any Questions:

Please contact the Office of Clery Compliance, Department of Public Safety: cleryact@rowan.edu