



Campus Safety and Security: Clery Act

Policy Statement

The University of Vermont is committed to providing a safe and secure environment for all members of the University community and visitors. The University adopts this policy to facilitate full compliance with the Jeanne Clery Disclosure of Campus Security Policy and Campus Crime Statistics Act (the “Clery Act”).

Reason for the Policy

The purpose of this Policy is to provide guidance to all members of the University community regarding Clery Act requirements.

Applicability of Policy

This Policy applies to all members of the University community and provides information to University visitors, prospective students and prospective employees.

Policy Elaboration/Procedures

The University encourages all members of the University community to report suspicious or criminal activity to University Police Services as soon as possible. Crimes may be reported to Police Services by calling (802) 656- 3473 ((802) 656-FIRE), by submitting an electronic report at <http://www.uvm.edu/police/?Page=reportcrime/index.php>, or by text to 847411 using the keyword UVM at the beginning of your text, all of which may be done anonymously. **In the event of a crime in progress or at any time there is a risk of harm to persons or property, call 911.**

In addition, certain employees, known as Campus Security Authorities (CSAs), have a legal obligation to file a report of suspected criminal activity with University Police Services (www.uvm.edu/police/csa) to ensure statistical inclusion of all crimes specified by the Clery Act in the University’s Annual Security Report when those crimes occur on or near University Property, including on-campus property, property immediately adjacent to the campus, and off-campus property owned or controlled by the University. As outlined in the University’s Campus Security Authority Operating Procedure (<http://www.uvm.edu/policies/riskmgm/campussecuriuty.pdf>), each individual identified by the University as a CSA shall receive notification of that designation and the requirement that the individual report information about Clery Act crimes. Training will also be provided to all persons designated as CSAs. While CSAs must report any Clery Act crime that

comes to their attention, at the request of the victim the identity of the victim may remain anonymous. *See also:* Crime Reporting Process at UVM Flowchart (http://www.uvm.edu/policies/riskmgm/campussecurity_flowchart.pdf).

To promote safety and security at the University of Vermont and in compliance with the Clery Act, the University does the following:

1. **Submits crime statistics to the United States Department of Education.** Each year, the University submits crime statistics for Clery Act crimes by type, location and year to the U.S. Department of Education.
2. **Maintains a daily crime log** of alleged criminal incidents that is open to public inspection. <http://www.uvm.edu/police/?Page=reports/index.php&SM=reports/nav.html>.
3. **Issues campus alerts.** The University of Vermont issues a timely warning to the University community when there is information that a Clery crime has occurred that represents a serious or ongoing threat to campus safety.
4. **Issues emergency notifications.** The University issues an **emergency notification** (<http://www.uvm.edu/policies/riskmgm/emergency.pdf>) upon the confirmation of a significant emergency or dangerous situation involving an immediate threat to the health or safety of students or employees occurring on the campus. The University tests the emergency notification procedure bi-annually.
5. **Publishes and maintains an Annual Security Report** containing safety- and security- related policy statements and statistics of Clery Act crimes occurring on University property, adjacent property, and non-University property owned or controlled by the University. To prepare the Annual Security Report, the University collects, classifies and counts crime reports and crime statistics. The Annual Security Report, *Public Safety at the University of Vermont* (<http://www.uvm.edu/~police/reports/clery/public-safety-report.pdf>) is distributed annually to all students and employees of the University, and is available to prospective employees through Human Resource Services and to prospective students through the Office of Admissions. A hard copy of the Annual Security Report may be obtained through University Police Services at (802) 656-2027.
6. **Maintains and enforces a missing student policy and notification procedure:** http://www.uvm.edu/policies/general_html/missingstudent.pdf.
7. **Compiles and submits fire statistics to the United States Department of Education.** The University maintains a daily fire log that is open to public inspection (<http://www.uvm.edu/police/?Page=reports/index.php&SM=reports/nav.html>) and generates an Annual Fire Report to the U.S. Department of Education containing fire safety policy statements and statistics to comply with this requirement (<http://www.uvm.edu/police/reports/clery/fire-safety-report.pdf>)

Definitions

Campus Security Authority:

- Members of the University of Vermont Department of Police Services;
- Any individual responsible for security who is not a member of the UVM Department of Police Services (for example, individuals responsible for monitoring entrances to buildings or specified areas are responsible for security); and
- A University official who has significant responsibility for student and campus activities, including, but not limited to, student housing, student discipline and campus judicial proceedings, coaches and coaching staff, and advisors to recognized student organizations.

Clery Act Crimes: Information about any incident that may constitute the following crimes must be reported by Campus Security Authorities to University Police Services and the University is required to maintain statistics of these crimes for its Annual Security Report:

- Murder/non-negligent manslaughter, negligent manslaughter, sex offenses (forcible and non-forcible), domestic and dating violence, stalking, robbery, aggravated assault, burglary, motor vehicle theft and arson;
- Hate Crimes: Any of the above-mentioned offenses, and any incidents of Larceny-Theft, Simple Assault, Intimidation, or Destruction/Damage/Vandalism of Property that were motivated by bias based on race, religion, ethnicity, national origin, gender, sexual orientation, gender identity or disability; and
- Arrests and Referrals for Disciplinary Action for Weapons: Carrying, Possessing, Etc., Drug Abuse Violations and Liquor Law Violations.

University Property:

- **Campus Grounds, Buildings and Structures** – Any building or property owned or controlled by an institution within the same reasonably contiguous geographic area and used by the institution in direct support of, or in a manner related to, the institution's educational purposes, including residence halls; and any building or property that is within or reasonably contiguous to such buildings or property that is owned by the institution but controlled by another person and is frequently used by students and supports institutional purposes. *See also:* UVM Main Campus Clery Geography (http://www.uvm.edu/policies/riskmgm/campussecuruity_geo.pdf).
- **Off-Campus and Affiliated Property** – Any building or property owned or controlled by a student organization that is officially recognized by the institution; or any building or property owned or controlled by an institution that is used in direct support of, or in relation to the institution's educational purposes, is frequently used by students, and is not within the same reasonably contiguous geographic area of the institution.
- **Public Property** – All thoroughfares, streets, sidewalks, and parking facilities that are within the campus, or immediately adjacent to and accessible from the campus.

Forms

CSA Crime Statistic Reporting Form

www.uvm.edu/police/csa

Contacts

Questions related to the daily operational interpretation of this policy should be directed to:

University Police Services (802) 656-2027

The Vice President for University Relations and Administration is the official responsible for the interpretation and administration of this policy.

Related Documents/Policies

Annual Security Report: Public Safety at the University of Vermont

<http://www.uvm.edu/police/reports/clery/public-safety-report.pdf>

Campus Anti-Violence Initiative

http://www.uvm.edu/~president/?Page=antiviolence_initiative.html

Campus Security Authorities (CSAs) and Responsible Employees under Federal Law –
Designation of and Reporting By Procedure

<http://www.uvm.edu/policies/riskmgm/campussecurity.pdf>

Emergency Management Policy

<http://www.uvm.edu/policies/riskmgm/emergency.pdf>

Fire Safety Report

<http://www.uvm.edu/police/reports/clery/fire-safety-report.pdf>

Hazing Policy

<http://www.uvm.edu/policies/student/hazing.pdf>

Minors: Reporting Abuse or Neglect of and Crimes Procedure

http://www.uvm.edu/policies/general_html/abuse_minors.pdf

Missing Student

http://www.uvm.edu/policies/general_html/missingstudent.pdf

Personal Safety and Security Policy

http://www.uvm.edu/policies/general_html/personalsafety.pdf

Sexual Harassment & Misconduct Policy

http://www.uvm.edu/policies/general_html/sexassault.pdf

Weapons and Explosives Policy

http://www.uvm.edu/policies/general_html/firearms.pdf

Effective Date

V.4.14.26.1 Approved by the President January 23, 2013

V.4.14.26.2 Approved by the President August 11, 2013