



Success. It's In Our Nature.

**Policy Name:** Disclosure of Campus Security Policy & Crime Statistics (Jeanne Clery Act) **Policy Number:** D-7

**Functional Area(s) Responsible:** Administration & Finance

**Owner(s) of Policy:** Campus Police

**Most Recent BOT Approval Date:** March 2011

**Most Recent Review Date:** Spring 2023

**Most Recent Review/Revision Type:**  none  minor/non-substantive  substantive/extensive

---

**Policy Statement:**

Finger Lakes Community College will track, report, and disclose, information regarding crimes and crime prevention in accordance with state and federal laws and regulations.

**Reason(s) for Policy:**

This policy provides the College community with crime and safety information related to College locations. This policy also ensures compliance with the *Jeanne Clery Disclosure of Campus Security Policy and Campus Crime Statistics Act*.

**Applicability of Policy:**

All members of the College community should be familiar with this policy.

**Definitions:**

Campus (1) any building or property owned or controlled by the College within the same reasonably contiguous geographic area of the College and used by the College in direct support of, or in a manner related to, the College's educational purposes, including residence halls; and (2) property within the same reasonably contiguous geographic area of the College that is owned by the College but controlled by another person, is used by students, and supports College purposes (such as a food or other retail vendor). The College's branch campuses that are not within a contiguous geographic area of the College's main campus are separate campuses for the purposes of the reporting requirements of this policy.

Non-campus Building or Property (1) any building or property owned or controlled by a student organization recognized by the College; and (2) any building or property (other than a branch campus) owned or controlled by the College that is used in direct support of, or in relation to, the College's educational purposes, is used by students, and is not within the same reasonably contiguous geographic area of the College's main campus.

Public Property All public property that is within the same reasonably contiguous geographic area of the College's main or branch campuses, such as a sidewalk, a street, other thoroughfare, or parking facility, and is adjacent to a facility owned or controlled by the College if the facility is used by the College in direct support of, or in a manner related to, the College's educational purposes.

Campus Safety Authority (1) the College's Safety & Security office or (2) a College official who has significant responsibility for student and campus activities.

## **Related Documents:**

- 20 U.S.C. Section 1092(f) (Jeanne Clery Disclosure of Campus Security Policy & Campus Crime Statistics Act)
- 20 U.S.C. Section 1011i (Higher Education Resources & Student Assistance Programs: Drug & Alcohol Abuse Prevention)
- 28 U.S.C. Section 534 (Hate Crime Statistics Act)
- Uniform Crime Reporting System Handbook
- NYS Education Department Regulations, 8 N.Y.C.R.R. Part 535
- FLCC Policy on Disorderly Conduct on Campus
- FLCC Policy on Investigation of Violent Felonies & Reports of Missing Students
- FLCC Policy on the Campus Safety Advisory Committee
- FLCC Policy on Sexual Assault Prevention
- FLCC Policy on Bias-Related Crime Prevention

## **Procedures:**

### Information for Students, Prospective Students and Employees

Each year, the College shall prepare and distribute its crime statistics reports and copies of its campus security policies to all current students and employees and to applicants for enrollment, upon request. The campus security policies will include the following:

1. A statement of the College's current policies regarding procedures and resources for students and others to report criminal activity or other emergencies and the College's policies concerning the response to such reports.
2. A statement of the College's current policies concerning security and access to College facilities, including College residences, and security considerations used in the maintenance of College facilities.
3. A statement of the College's current policies regarding the enforcement authority of security personnel, including their working relationship with state and local police agencies and policies that encourage accurate and prompt reporting of all crimes to the College's security personnel and/or appropriate police agencies.
4. A description of the type and frequency of programs designed to inform students and employees about Campus security procedures and practices and to encourage students and employees to be responsible for their own security and the security of others.
5. A description of the College's crime prevention programs.
6. A statement of the College's policy concerning the monitoring and recording through local police agencies of criminal activity at any off-campus student organizations that are recognized by the College and are engaged in by students attending the College, including any student organizations with off-campus housing facilities.
7. A statement of the College's policy regarding the possession, use and sale of alcoholic beverages and enforcement of state underage drinking laws and a statement of the College's policy regarding the possession, use and sale of illegal drugs and enforcement of federal and state drug laws, and a description of the College's drug or alcohol abuse education programs as required under 20 U.S.C. § 1011i.
8. A statement advising the College community where law enforcement agency information concerning registered sex offenders may be obtained.

### Crime Statistics Reports

Annually, the College will submit a report to the U.S. Secretary of Education including the following:

1. Statistics concerning the occurrence on campus of the following incidents, during the most recent calendar year and the two preceding calendar years for which data is available:
  - a. Murder, forcible or non-forcible sex offenses, robbery, aggravated assault, burglary, motor vehicle theft, manslaughter, and arson.
  - b. The number of arrests or referrals for College disciplinary action for liquor law violations, drug-related violations and weapons possession.

- c. The number of crimes of the type listed in Paragraph 1.a (above) and other crimes involving bodily injury to any person in which the victim is intentionally selected because of the actual or perceived race, gender, religion, sexual orientation, ethnicity, or disability of the victim that are reported to the College's security personnel or local police agencies. Such crimes will be collected and reported according to category of prejudice.
2. For purposes of reporting the statistics with respect to the crimes described above, the College will distinguish, by categories, criminal offenses that occur:
  - a. on campus
  - b. in or on a non-campus building or property
  - c. on public property
  - d. in dormitories or other on-campus residential facilities for students on Campus
3. The statistics for the report will be compiled in accordance with the definitions in the Uniform Crime Reporting System as used by the Department of Justice, Federal Bureau of Investigation, and the Hate Crime Statistics Act. The report will not identify victims or individuals accused of crimes.

**Forms/Online Processes:**

None

**Appendix:**

None