Campus Security Authorities
Crime/Incident Report Form

CONFIDENTIAL

Please complete this form in its entirety and mark all applicable boxes. This form must be completed for each Clery reportable crime/incident reported to you. Contact the CSLA Clery Director at Clerycompliance@calstatela.edu with any questions or submissions.

CAMPUS SECURITY AUTHORITY INFORMATION

Name of Campus Security Authority: _____ Telephone: _____
Email Address: _____ Department: _____

DATE INFORMATION

Today's Date: _____ Date Reported to Campus Security Authority: _____
Date of Incident: _____ Time of Incident: _____

VICTIM INFORMATION (Optional):

Name of Reporting Party: _____ Phone Number: _____ Email Address: _____

Relationship to Victim: _____

If a reporting person requests anonymity, this request must be honored to the extent permitted by law. Accordingly, no information should be included on this form that would personally identify the victim without their consent.

LOCATION

- Provide building name, parking lot number, street name or cross streets, or nearby buildings.
- Please be specific to where the incident is reported to have occurred (i.e., inside an apartment on-campus, in a common area inside a building, outside a building, etc.).

☐On-Campus ☐On-Campus Student Housing Facility ☐Noncampus Property ☐Public Property

Specific Location/Address of Crime: _____

INCIDENT CLASSIFICATION

If Hate Crime occurred, please check "Hate Crime Bias" in addition to the crime that occurred.

☐Murder/Manslaughter ☐Burglary ☐Robbery ☐Aggravated Assault ☐Motor Vehicle Theft ☐Arson
☐Domestic Violence ☐Stalking ☐Dating Violence ☐Rape ☐Fondling ☐Incest
☐Statutory Rape ☐Larceny-theft (Hate Crime Only) ☐Destruction/Damage/Vandalism of Property (Hate Crime Only)
☐Intimidation (Hate Crime Only) ☐Simple Assault (Hate Crime Only)

Hate Crime Bias (Check only if you selected one of the Hate Crimes Above. Check any that apply – requires one or more of the following biases):

☐Race ☐Religion ☐Sexual Orientation ☐National Origin ☐Ethnicity
☐Gender ☐Disability ☐Gender Identity

DISCIPLINARY REFERRAL

☐ Drug Law Violation Number of referrals ____ Briefly explain LAW violation the person is being referred for:

☐ Weapon Law Violation Number of referrals ____ Briefly explain LAW violation the person is being referred for:

☐ Liquor Law Violation Number of referrals ____ Briefly explain LAW violation the person is being referred for:

OTHER REPORTS

Report Number (if applicable): _____

☐This is the first report of this incident ☐I am unsure if this incident has been reported

If the incident was reported to any other campus resources, please check the corresponding box:

☐Student Life ☐Residential Life ☐Title IX ☐Public Safety ☐Office of Equity, Diversity, and Inclusion

☐Other: _____

INCIDENT DETAILS

DEFINITIONS

Criminal Homicide:
Manslaughter by Negligence
The killing of another person through gross negligence. (Attempts are classified as aggravated assaults)

Murder and Non-negligent Manslaughter
The willful (non-negligent) killing of a human being by another. (Attempts are classified as aggravated assaults)

Sex Offenses:
Any sexual act directed against another person, without the consent of the victim, including instances where the victim is incapable of giving consent (includes attempts).

1) *Rape* – the penetration, no matter how slight, of the vagina or anus with any body part or object, or oral penetration by a sex organ of another person, without the consent of the victim. The definition of rape includes forcible rape, sodomy, and sexual assault with an object.

2) *Fondling* – the touching of the private body parts of another person for the purpose of sexual gratification, without the consent of the victim, including instances where the victim is incapable of giving consent because of his/her age or because of his/her temporary or permanent mental capacity.

3) *Incest* – nonforcible sexual intercourse between persons who are related to each other within the degrees wherein marriage is prohibited by law.

4) *Statutory Rape* – nonforcible sexual intercourse with a person who is under the statutory age of consent – 18 years

Robbery
The taking or attempting to take anything of value from the care, custody, or control of a person(s) by force or threat of violence and/or fear.

Aggravated Assault
An unlawful attack of another for the purpose of inflicting severe or aggravated bodily injury accomplished by the use of a weapon or means likely to produce death or great bodily harm. It is not necessary that an injury results when a gun, knife or other weapon was used but which could have resulted in serious injury. (Includes attempts)

Burglary
The unlawful entry (or attempt to enter) into a defined structure with the intent to commit a theft or any felony. (Includes attempts but excludes vehicle burglary.)

Motor Vehicle
Theft Taking of a motor vehicle (as defined) without the consent of the owner with the intent to either permanently or temporarily deprive the owner of the vehicle. (Includes attempts and joyriding)

Arson
The willful or malicious burning or attempt to burn (w/o the intent to defraud) a dwelling house, public building, motor vehicle or aircraft, or personal property of another, etc. (Includes attempts)

Dating Violence
The term "dating violence" means violence committed by a person:

1) who is or has been in a social relationship of a romantic or intimate nature with the victim; and

2) where the existence of such a relationship shall be determined based on a consideration of the following:
- length of the relationship,
- type of relationship
- frequency of interaction between the persons involved in the relationship

Domestic Violence
Includes felony or misdemeanor crimes 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, by a person who is cohabitating with the victim as a spouse or intimate partner, by a person similarly situated to a spouse of the victim under the domestic or family violence laws of the jurisdiction receiving grant monies, or by any other person against an adult or youth victim who is protected from that person's acts under the domestic or family violence laws of the jurisdiction.

Stalking
The term "Stalking" means engaging in a course of conduct directed at a specific person that would cause a reasonable person to:

1) Fear for his/her safety or the safety of others; or (II) Suffer substantial emotional distress

2) For the purposes of this definition – (I) Course of conduct means two or more acts, 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 (II) Substantial emotional distress means significant mental suffering or anguish that may, but does not necessarily require medical or other professional treatment or counseling (III) Reasonable person means–a reasonable person in the victim's circumstances

Hate Crime(s)
A criminal act involving one/more of the below listed crimes which was motivated by bias against any person or group of persons, or the property of any person or group of persons because of the ethnicity, race, national origin, religion, gender, gender identity, sexual orientation, or disability of the person or group, or bias based upon the perception that the person or group has one or more of those characteristics.

The following are also considered hate crimes:

1) *Larceny-Theft (Except Motor Vehicle Theft)*
The unlawful taking, carrying, leading, or riding away of property from the possession or constructive possession of another. Attempted larcenies are included. Embezzlement, confidence games, forgery, worthless checks, etc., are excluded.

2) *Simple Assault*
An unlawful physical attack by one person upon another where neither the offender displays a weapon, nor the victim suffers obvious severe or aggravated bodily injury involving apparent broken bones, loss of teeth, possible internal injury, severe laceration, or loss of consciousness.

3) *Intimidation*
To unlawfully place another person in reasonable fear of bodily harm through the use of threatening words and/or other conduct, but without displaying a weapon or subjecting the victim to actual physical attack.

4) *Destruction/Damage/Vandalism of Property*
To willfully or maliciously destroy, damage, deface, or otherwise injure real or personal property without the consent of the owner or the person having custody or control of it.

DEFINITION OF CAMPUS SECURITY AUTHORITY (CSA)
1) A police department or security department of the university.

2) Any individual who has responsibility for campus security but who does not constitute a campus police department or the campus security department.

3) Any individual or organization specified in the University's statement of campus security policy as an individual or organization to which students and employees should report criminal offenses.

4) Any official of the University who has a significant responsibility for student and campus activities (e.g., Dean of Students; Director of CCC; Director of Student Housing; Director of Athletics and team coaches; Coordinators directors and/or advisors to student organizations, programs, activities, campus recreation, Greek Affairs; etc.).

Reporting Locations
1) *On-campus property* – Any building or property owned or controlled by the University within the same reasonably contiguous geographic area and used by the University in direct support of, or in a manner related to, the University's educational purpose, including any buildings or property that is owned by the University but controlled by another person and which is frequently used by students and supports institutional purposes (such as a food or other retail vendor).

2) *Non-campus property* – Any building owned or controlled by a student organization that is officially recognized by the University; or any building or property owned or controlled by the University that is used in direct support of, or in relation to the University's educational purposes, is frequently used by students, and is not within the same reasonably contiguous geographic area of the University.

3) *Public property* – All public property, including thoroughfares, streets, sidewalks, parking facilities, that is within the campus, or immediately adjacent to and accessible from campus.

4) *On-campus* residential facilities.