

## **Expanded campus crime reporting requirements**

Existing federal law known as the Clery Act requires Campus Security Authorities (CSAs) to report to the university certain specified crimes that occur on campus or property owned or controlled by the university, including short-term rentals and properties located outside the United States. The Stanford Department of Public Safety (DPS) collects this information and reports the statistical information to the Department of Education on an annual basis. This information is available in the university's [Annual Safety and Security Report](#) which is released each year by October 1.

Effective July 1, 2015, California Education Code 67380 requires individuals who meet the definition of a Campus Security Authority to immediately, or as soon as practicably possible, notify local law enforcement when they become aware of any violent crime, sexual assault, hate crime or any attempt to commit one of these crimes. CSAs include police officers, security personnel and persons who control access to buildings and property as well as personnel who have significant responsibility for student and campus activities. Examples of persons who meet the definition of a CSA include *coaches, university judicial officers, Title IX staff, Residential Education staff and others who work closely with students (other than faculty engaged in teaching)*. If you think you might be a CSA or if you have questions about whether your role at the university meets the definition of a Campus Security Authority, please contact the university's Clery Compliance Coordinator, Annette Spicuzza, at [Cleryinfo@stanford.edu](mailto:Cleryinfo@stanford.edu).

In order to facilitate the university's compliance with this new state law, the Stanford DPS has established a 24 hour reporting line to receive CSA reports. The phone number to call is 650-222-5147. Reports made to the compliance call center will be shared with the local law enforcement agency having jurisdiction where the crime occurred. Information reported under this mechanism will also be shared with the university's Title IX Office; however, individuals are currently required to notify both Stanford DPS and Stanford's Title IX Office.

## Complying with Education Code 67380 Frequently Asked Questions

### Who must report?

Any university employee or person performing work on behalf of the university, including volunteers, whose function at the university includes law enforcement, security, access control, monitoring of entrances, persons to whom law violations are to be reported, and persons who have *significant responsibility for student and campus activities*. The Department of Education has provided the following as examples of persons who would be considered a CSA:

- A police or security officer.
- A dean of students who oversees student housing, a student center or student extracurricular activities.
- A director of athletics, a team coach or a faculty advisor to a student group.
- A student resident advisor or assistant or a student who monitors access to dormitories.
- A coordinator of Greek affairs.
- A physician in a campus health center, a counselor in a campus counseling center or a victim advocate or sexual assault response team in a campus rape crisis center if they are identified by your school as someone to whom crimes should be reported or if they have significant responsibility for student and campus activities.

### What to Report?

The type of the crime, the location, and the date and time of occurrence are what must be reported to law enforcement. If the victim consents to being identified, the CSA shall provide the name of the victim and name of the alleged perpetrator. If the victim does not want to share his or her identity with law enforcement, then the name of the alleged perpetrator is not to be provided. If there is a concern for the immediate safety of the community, a CSA may provide the name of an alleged perpetrator to law enforcement even when a victim declines to be identified. Consult with Stanford's Office of the General Counsel if you have questions about this unique circumstance.

The crimes which must be reported are: homicide, robbery, aggravated assault, rape, forced sodomy, forced oral copulation, rape by a foreign object, sexual battery, or the threat of any of these crimes, and any hate crime.

### When to Report?

Education Code 67380 requires a CSA to immediately, or as soon as practically possible, report to local law enforcement.

### How to Report?

Call the Stanford DPS non-emergency, compliance phone number: 650-222-5147. The person who answers the phone will ask a series of specific questions. Even if a crime did not occur at Stanford, the Stanford DPS will accept the information and will forward the information to the agency having jurisdictional responsibility.

**What Happens with the Information Provided to DPS?**

Reports made through this non-emergency, compliance reporting mechanism are primarily for notification purposes so that law enforcement is aware of possible criminal activity. Stanford DPS will notify the law enforcement agency having jurisdictional responsibility for investigating criminal activity where an incident is reported to have occurred based upon information received through this reporting mechanism. In most cases, police departments will not initiate a criminal investigation based on third-hand information. Further, in order to conduct a criminal investigation, agencies will typically want to obtain a statement directly from a victim. Therefore, a victim who wants an incident investigated by a police agency for purposes of criminal prosecution should notify the agency directly and file a police report.

Stanford DPS will notify the university's Title IX Office about reports received through the compliance reporting mechanism.

Stanford DPS complies with state laws regarding the release of information. California law allows victims of sexual assault and domestic violence to request confidentiality and to have their names withheld from release in response to public records requests.

**If I want to file a police report or report in-progress criminal activity, do I call the CSA compliance reporting phone number?**

No. Please call 911 to report a crime in progress or to request immediate medical attention. To report a non-urgent police matter, call the Stanford DPS main office at [650-723-9633](tel:650-723-9633) or Palo Alto Dispatch at [650-329-2413](tel:650-329-2413). The CSA compliance reporting phone line is not intended to be an alternative method for reporting matters that require immediate police or fire or medical response or for contacting the Stanford DPS to file a police report.

**If I report a sexual assault to Stanford DPS using the compliance hotline, must I also report to Title IX?**

Yes. The state and federal laws have differing requirements and response obligations.