



Clery Act Crime Reporting Brochure

THE CLERY ACT

The *Jeanne Clery Disclosure of Campus Security Policy and Campus Crime Statistics Act* requires all colleges and universities that receive federal financial aid funds to keep and disclose information about crime on and/or near their respective campuses. Compliance is monitored by the United States Department of Education which can impose civil penalties, including fines against institutions for each infraction, and can suspend institutions from participating in federal student financial aid programs.

REPORT A CRIME

Electronically at: <https://www.wvstateu.edu/forms/title-ix-reporting-form.aspx>

Email: titleixcoordinator2@wvstateu.edu or carolyn.stuart@wvstateu.edu or 304-204-4018

Call WVSUPD at (304) 766-3181

WHAT TO REPORT

You must report all reports of crimes that you receive or crimes that you witness. Just report the facts that you have; you are not a detective, so do not try to investigate. Do not search for a perpetrator.

Definitions of the crimes are available on the WVSU website. Your responsibility is to provide as accurate and complete a description as possible of what happened, including the location (e.g., burglary in building A residence hall at 8 a.m.).

CAMPUS SECURITY AUTHORITY (CSA)

WVSU has designated CSAs that include but are not limited to WVSUPD staff. Title IX administrators are also designated as CSAs.

RESPONSIBILITIES OF A CSA

If a CSA witnesses, learns of, or hears about a Clery Act crime, they must, as soon as possible immediately following the incident contact WVSUPD and tell them what happened and where it happened. They may identify the victim or keep the victim's identity confidential. Pastoral and professional counselors acting in those roles are not required to report crimes unless they have a legal obligation to report a particular crime.

CONFIDENTIALITY

The crime statistics included in the Annual Security Report (ASR) do not include any information that would identify the victim or the person accused of committing the crime. Your report to WVSUPD may, but is not required to, include Personally Identifiable Information (PII) information.

If you are the victim of a crime and wish to talk confidentially to someone about your situation, please contact: Counseling Services at: 304-766-3262 or 304-766-3168.

ANNUAL SECURITY REPORT PUBLICATION

In accordance with the Clery Act, WVSUPD publishes an Annual Security Report (ASR) disclosing campus security policies and three years of selected crime statistics, as well as information about crimes that might pose a threat to the community; basic rights that must be provided to victims of sexual assault, relationship violence, and stalking; and the college policy regarding alcoholic beverages (<https://wvstateu.edu/about/administration/public-safety.aspx#>). A printed copy of the report is available, upon request, in the Office of WVSUPD.

WVSU's ASR also includes an **Annual Fire Safety Report on Student Housing**. This report includes required information about student housing fire safety systems, fire drills, fire safety policies, and education and training programs.

The ASR must include statistics on the following crimes:

- Criminal homicide
 - Murder and non-negligent manslaughter
 - Negligent manslaughter
- Sex offenses: rape, fondling, incest, and statutory rape
- Aggravated assault
- Burglary
- Robbery
- Motor vehicle theft
- Arson
- Domestic violence
- Dating violence
- Stalking
- Hate crimes (based on race, gender, religion, disability, sexual orientation, ethnicity/national origin, or gender identity)

WVSUPD ensures that all crimes are properly classified.

Emergency: Call 911

West Virginia State University Police Department
305 Barron Drive, Ferrell House
PO Box 1000
Institute, WV
Phone: 304-766-3353
Fax: 304-766-5193
robinsaj@wvstateu.edu

TIMELY WARNING

If a Clery Act crime occurs on WVSU's campus, and (1) is reported to WVSU campus security authorities or to a local law enforcement agency and (2) is considered by WVSU's Campus Safety to represent a serious or continuing threat to students or employees, the college will issue a "timely warning" to the community. Timely warnings enable members of the community to protect themselves from an ongoing crime or other threat.

Warnings are issued in a variety of ways, depending on the circumstances, including by email, by phone, in-person or through the college's emergency notification system. You can sign up to receive emergency alerts through your MyState account at: <https://mystate.wvstateu.edu>

When issuing a timely warning with respect to a crime or hate crime, WVSU will withhold as confidential the name of, and other PII or personal information about the victim, to the extent possible to maintain privacy while balancing the need to ensure the safety of the campus community.

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