

CLERY INCIDENT REPORT

CAMPUS SECURITY AUTHORITY

LEWIS UNIVERSITY, ROMEOVILLE, IL

Continued from previous page:

CLERY INCIDENT REPORT

CAMPUS SECURITY AUTHORITY

LEWIS UNIVERSITY, ROMEOVILLE,

The CLERY ACT requires the accurate collection and reporting of campus crime statistics to promote crime awareness and to enhance campus safety through reliable statistical records. The purpose of this report form is to provide a uniform procedure for documenting the (What, When, Where) of certain reportable crimes and/or non-criminal hate motivated incidents that have occurred within one of the below reporting locations *and which have been reported to a Campus Security Authority (CSA) other than the Lewis University Police Department.*

It is the policy of the Lewis University to encourage victims and/or witnesses to report crimes to the police and/or to a designated Campus Security Authority. For the purposes of CLERY, Campus Security Authorities (CSA) are required to document certain reportable crimes and non-criminal hate motivated incidents which have been reported to them and which have occurred in the following locations:

- **On-campus Property:** Any building or property owned or controlled by Lewis University within the same reasonably contiguous geographic area and used in direct support of, or in a manner related to, the University's educational purpose, including buildings or property that is owned by the University but controlled by another person and which is frequently used by students. (Excluding Residential Life buildings).
- **On-campus Residential Hall**
- **Non-campus Property:** Any non-campus property or building owned or controlled by the University that is frequently used by students and is not within the same reasonably contiguous geographic area of the institution, or any building/property that is owned or controlled by a student organization that is officially recognized by the institution.
- **Public Property:** Public property located immediately adjacent to and accessible from campus, including: thoroughfares, sidewalks, streets, lands, parks and beaches.

CLERY documentation is not satisfied by simply referring the reporting party to the police department. In order for Lewis University to satisfy the statistical reporting requirements of the Clery Act, all CSA's are required to complete this form when any of the specified offenses list below are reported to them. Nonetheless, a person reporting a crime shall also be encouraged to report the crime to the Lewis University Police Department.

DEFINITION OF CAMPUS SECURITY AUTHORITY (CSA)

- A campus police department or campus security department of the University.
- An individual of the University who has significant responsibility for student and campus activities. (*e.g. student housing, student discipline, athletic directors/coaches and campus student judicial officials*)
- Any individual who has responsibility for campus security but who is not a member of the campus police department. (*e.g. parking enforcement staff, campus safety escort staff, and special event venue security*).
- Any individual specified in the University's statement of campus security policy as an individual to which students and employees should report criminal offenses.

INSTRUCTIONS

- If the reported incident constitutes a threat to the safety of the Lewis University community, in addition to completing this form, the CSA shall immediately telephone the Lewis University Police Department at 815-836-5222.
- Confidential and anonymous reports are accepted. However, if the reporting party is a victim of a sex offense, he/she shall also be encouraged to report the crime directly to the police department and/or the Office of Student Safety Awareness Program.
- While second hand reports are inherently unreliable and are difficult to verify, such reports shall also be accepted. The potential for duplication of reported incidents **shall not** be a factor in determining whether or not a report is taken.
- Clery reporting (this form) does not replace or change any existing reporting requirements or procedures for disciplinary referrals for student or employee misconduct.
- Hate Crimes present a special reporting challenge. CLERY requires the CSA to document each reported crime occurrence, and CLERY also requires the CSA to record the category of prejudice.

SEND REPORT TO:

Lewis University Police Department
One University Pkwy, Unit 274
Romeoville, IL 60446

By fax to 815-588-7302, attention Clery Coordinator
E-mail form to Police@Lewisu.edu

CLERY INCIDENT REPORT

CAMPUS SECURITY AUTHORITY

LEWIS UNIVERSITY, ROMEOVILLE, IL

DEFINITIONS

MURDER

The willful (non-negligent) killing of a human being by another.

MANSLAUGHTER

The killing of another person through gross negligence.

ROBBERY

The taking of personal property in the possession of another, from his/her immediate presence, and against his/her will, accomplished by means of force or fear. (Includes attempts)

AGGRAVATED ASSAULT

An unlawful assault upon the person of another for the purpose of inflicting severe or aggravated bodily injury. (Includes attempts, and whether or not an injury occurred.)

BURGLARY

The unlawful entry (or attempt to enter) into a defined structure with the intent to commit a theft or any felony. (Excludes vehicle burglary)

MOTOR VEHICLE THEFT

The 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)

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. (Includes attempts)

DRUG/NARCOTIC VIOLATIONS

The unlawful possession, sale, use, transportation, cultivation, manufacturing, maintaining an unlawful place. (Drug/narcotic violations referred for campus disciplinary action under the Student Conduct Code need not be reported to the police department.)

ALCOHOL VIOLATIONS

The unlawful possession, sale, transportation, manufacturing, furnishing alcohol to a minor (under 21 years), or maintaining an unlawful drinking place.

CLERY does not require the reporting of public drunkenness or driving while under the influence offenses. (Alcohol violations referred for campus disciplinary action under the Student Conduct Code need not be reported to the police department.)

WEAPONS VIOLATIONS

The unlawful possession or control of any firearm, deadly weapon, illegal knife or explosive device while on the property of the Lewis University except as required in the lawful course of business or as authorized by the Lewis University Chief of Police.

SEX OFFENSE (FORCIBLE)

Any sexual act directed against another person without the other person's consent. (Includes attempts)

- Sexual intercourse (penetration--however slight)
- Sodomy (penetration, however slight)
- Oral copulation (vaginal, anal)
- Rape with a foreign object (penetration vaginal or anal--however slight)
- Sexual battery (the touching of the intimate parts of another person for the purpose of sexual gratification (sexual organ, anus, groin, or buttocks of any person, or the breast of a female])

SEX OFFENSE (NON-FORCIBLE)

Any unlawful, but consensual sex act with another person. (Includes attempts)

- Incest (sexual intercourse between persons who are related to one another within the degrees wherein marriage is prohibited)
- Statutory rape (intercourse with a person who is under the age of consent--18yrs).

HATE CRIME

A criminal act involving one/more of the 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, 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.

HATE INCIDENT

Any noncriminal act 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 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.