

UM Police Department

UNIVERSITY OF MONTANA

TO: CSAs at University of Montana
FROM: Captain Ben Gladwin, UMPD
DATE: September 6, 2018
RE: Clery Act Compliance at University of Montana

This letter is to inform you that you have been identified as a Campus Security Authority (CSA). Your role on campus meets the definition of a CSA and is important in UM's obligations under the federal law known as the Jeanne Clery Disclosure of Campus Security Police and Campus Crime Statistics Act, usually referred to as the Jeanne Clery Act. University of Montana is required to disclose statistics concerning the number of specific crimes that occurred within specific Clery-identified geography that are reported to police agencies or CSAs.

What is a Campus Security Authority (CSA)?

The law defines a CSA as "An official of an institution who has significant responsibility for student and campus activities, including, but not limited to, student housing, student discipline, and campus judicial proceedings." Examples of CSAs at UM include: Dean of Students, Director of Residence Life, Director of Athletics, Coaches, Director of Greek Life, and Faculty Advisors to student groups.

What do CSAs need to report?

Because of your role at UM as a CSA, we are looking to you to provide the institution with the necessary information if/when you receive a report of a Clery Act crime. This is important not only because of our federal obligation, but also because you are in a position where someone is likely to come to you with this information and will trust that you will be able to provide them with helpful resources.

The criminal offenses for which we are required to disclose statistics are: Murder/non-negligent manslaughter, negligent manslaughter, sex offenses (forcible and non-forcible), robbery, aggravated assault, burglary, motor vehicle theft, arson, liquor law violations, drug abuse violations, and weapons law violations.

We are also required to report statistics for bias-related (hate) crimes for the following offenses: Murder/non-negligent manslaughter, sex offenses (forcible and non-forcible), robbery, aggravated assault, burglary, motor vehicle theft, arson, larceny-theft, vandalism, intimidation, simple assault, and damage/destruction/vandalism of property.

We are required to disclose statistics for offenses that occur on campus, in or on noncampus buildings or property owned or controlled by our institution, and public property within or immediately adjacent to our campus.

How do you report?

If you are aware of an immediate threat or a crime in progress, call 911 or UMPD at 243-6131.

If this is not an immediate threat, you may use the [CSA Report Form](#) found on the [CSA website](#) at

In all instances, you can keep the reporter and/or victim confidential. You are not mandated to release/report their name.

How is this different from other mandated reporting requirements?

As a UM employee, you are also a mandated reporter for Title IX under UM's Discrimination, Harassment, Sexual Misconduct, Stalking and Retaliation Policy. Under this policy, you must report all information you have about sexual assault, relationship violence, dating violence, stalking or sex-based discrimination involving UM students to the EO/Title IX Coordinator. This includes names of involved individuals and any other details such as time and location.

Clery and CSA status are different from this requirement although Title IX and sex offenses are duplicated within this Act. If you are aware of a Clery Act crime that you must also report to the EO/Title IX Coordinator (domestic violence, stalking, sex offenses) you may use the [Title IX online report form](#)

What to do next?

Take the annual CSA training provided by D Stafford & Associates. You will receive an email with details on how to take this training on-line. If you prefer to take the training in person, please choose a date and time as listed on the [CSA training](#) website.

It is important to know, if you are not sure if you should report something, go ahead and complete the [CSA Report Form](#). You are not required to investigate nor verify the validity of the information you receive. Clery compliance staff will assess the need to communicate a [UM Alert](#) to campus and/or count the report as a statistic in annual reports.

You play a role in ensuring the safety and security of our campus community and we are grateful to you for the time you take to assist us with the reporting of crimes. We know it is never easy to experience or witness a crime or receive information about others being victims of crime. Thank you for helping us to comply with this federal law and to ensure we are all doing everything we can to respond to and prevent future crime on our campus. Thank you for your attention to this important work.

Sincerely,



Captain Ben Gladwin
UM Police Department