

The Clery Compass

Campus Security Authority (CSA) Quick Reference Guide

Your Role

As a Campus Security Authority (CSA), you play an important role in helping maintain a safe campus. If someone reports information about a potential Clery-reportable crime to you, your responsibility is to report it promptly.

Remember:

- Listen to the reporting party.
- Do not investigate whether a crime occurred.
- Do not promise confidentiality.
- Report the information promptly.
- When in doubt, report.

What Should I Report?

Report on information related to potential:

- Criminal Homicide
- Sexual Assault
- Robbery
- Aggravated Assault
- Burglary
- Motor Vehicle Theft
- Arson
- Dating Violence
- Domestic Violence
- Stalking
- Hate Crimes
- Weapons, Drug, and Liquor Law Arrests or Referrals

Emergency?

If there is an immediate threat to life or safety:
Call 911 or the Department of Public Safety @ 561-803-2500 immediately.

Then complete the CSA Report as soon as possible.

Reporting Process

1. Listen.
2. Document the basic facts.
3. Submit the CSA Report promptly.
4. Contact the Clery Compliance Office with any questions.

Ask These Basic Questions

- What happened?
- When did it occur?
- Where did it occur?
- Is there an immediate threat to anyone's safety?

Only gather enough information to complete your report. Avoid asking investigative questions.

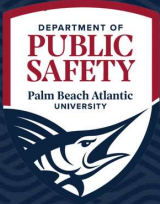
When in Doubt, Report.

If you're unsure whether an incident is Clery-reportable, submit the report. The Clery Compliance Office will determine whether it meets Clery reporting requirements. Every report helps support a safer, more informed campus community.

Need Assistance?

Clery Compliance Office
Phone: 561-803- 2504
Email: Stephanie_Laing@pba.edu

Title IX Coordinator
Phone: 561-803-2197
Email: Wispeny_Ellis@pba.edu



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Crime Category

Murder and Non-Negligent Manslaughter: The willful (non negligent) killing of one human being by another.

Manslaughter by Negligence: The killing of another person through gross negligence.

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.

- **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,
- **Fondling:** The touching of the of 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 age or because of his/her temporary or permanent mental incapacity.
- **Incest:** Non - forcible sexual intercourse between persons who are related to each other within the degrees wherein marriage is prohibited by law.
- **Statutory Rape:** Non- forcible sexual intercourse with a person who is under the statutory age of consent.

Robbery: The taking or attempting to take anything of value from the care, custody, or control of a person or persons by force, violence, and/or causing the victim fear.

Aggravated Assault: An unlawful attack by one person upon another for the purpose of inflicting severe or aggravated bodily injury. This type of assault usually is accompanied by the use of a weapon or by means likely to produce death or great bodily harm. (It is not necessary that injury result from an aggravated assault when a gun, knife, or other weapon is used which could probably would result in a serious potential injury if the crime were successfully completed.)

Burglary: The unlawful entry of a structure to commit a felony or a theft. For reporting purposes his definition includes: unlawful entry with intent to commit a larceny; housebreaking; safecracking; and all attempts to commit any of the aforementioned.

Motor Vehicle Theft: The theft or attempted theft of a motor vehicle. (Classify as motor vehicle theft all cases where automobiles are taken by persons not having lawful access even though the vehicles are later abandoned-including joy riding.)

Arson: Any willful or malicious burning or attempt to burn, with or without intent to defraud, a dwelling, house, public building, motor vehicle or aircraft, personal property of another, etc.

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

Dating Violence: (F.S.S 784.406), "Dating Violence" means violence between individuals who have had a continuing and significant relationship of a romantic or intimate nature. The existence of such a relationship shall be determined based on the consideration of the following factors:

1. A dating relationship must have existed within the past 6 months.
2. The nature of the relationship must have been characterized by the expectation of affection or sexual involvement between the parties; and
3. The frequency and type of interaction between the persons involved in the relationship must have included that the persons have been involved over time and on a continuous basis during the course of the relationship.

The term does not include violence in a casual acquaintanceship or violence between individuals who have only engaged in ordinary fraternization in a business or social context.

Domestic Violence: (F.S.S 741.28) Any assault, aggravated assault, battery, aggravated stalking, kidnapping, false imprisonment, or any offense resulting in physical injury or death, or any offense resulting in physical injury or death of one family or household member by another family or household member.

* Family or Household Member means spouses, persons related by blood or marriage, persons who are presently residing together as if a family or who have resided together in the past as a family, and persons who are parents of a child in common. The family or household members must be currently residing together or have in the past resided together in the same single dwelling unit.

Stalking: (F.S.S 784.048), willfully, maliciously, and repeatedly following, harassing, or cyberstalking of another person.

*Harass means to engage in a course of conduct directed at a specific person that causes substantial emotional distress to that person and serves no legitimate purpose.

*Course of Conduct means a pattern of conduct composed of a series of acts over a period of time, however short, which evidences a continuity of purpose. The term does not include constitutionally protected activity such as picketing or forms of protest.

* Cyberstalk means to engage in a course of conduct to communicate, or to cause to be communicated, words, images, or language by or through the use of electronic communication, directed at a specific person, causing substantial emotional distress to that person and serving no legitimate purpose

Weapons: Carrying, Possessing, Etc.: The violation of laws or ordinances prohibiting the manufacture, sale, purchase, transportation, possession, concealment, or use of firearms, cutting instruments, explosives, incendiary devices, or other deadly weapons.

Drug Abuse Violations: The violation of laws prohibiting the production, distribution, and/or use, of certain controlled substances and/or use. The unlawful cultivation, manufacture, distribution, sale, purchase, use, possession, transportation or importation of any controlled drug or narcotic substance. Arrests for violations of state and local laws, specifically those related to the unlawful possession, sale, use, growing, manufacturing, and making of narcotic drugs.

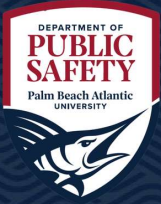
Liquor Law Violations: The violation of laws or ordinances prohibiting the manufacture, sale, purchase, transportation, possession, or use of alcoholic beverages, not including driving under the influence and drunkenness.

Hate Crimes: A crime involving one or more of the above-listed crimes, the crimes of theft, simple assault, intimidation, and/or vandalism reported to local police agencies or to a campus security authority that manifests evidence that the victim was intentionally selected because of the perpetrator's bias against the victim. The categories of bias against the victim the victim's actual or perceived race, religion, gender, identity, sexual orientation, ethnicity, national origin, and disability.

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.

Simple Assault: An unlawful physical attack by one person on 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.

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.



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Clery Geography

Clery Reportable Locations

To qualify as reportable, a Clery Act Crime must have one of the following locations:

- **On Campus:** Any building or property owned or controlled by an institution within the core campus (same reasonably contiguous geographic area) and used by the institution in direct support of, or in a manner related to, the institution's educational purposes, including residence halls; and (2) any building or property that is within or reasonably contiguous to the area identified in paragraph (1), that is owned by the institution but controlled by another person, is frequently used by students, and supports institutional purposes.
- **Non Campus:** (1) Any building or property owned or controlled by a student organization that is officially recognized by the institution; or (2) any building or property owned or controlled by an institution that is used in direct support of, or in relation to the institution's educational purposes is frequently used by students, and is not within the same reasonably contiguous geographic area of the institution.
- **Public Property:** All public property, including thoroughfares, streets, sidewalks, and parking facilities, that is within the core campus or immediately adjacent to and accessible from the core campus.

Instructions

- If the reported incident constitutes a threat to the safety of the campus community, the CSA shall immediately call 911. A CSA Crime Report Form shall be completed and submitted when safe to do so. This can also be done through Palm Beach Atlantic University's Department of Public Safety.
- Confidential and anonymous CSA reports are accepted. However, the reporting party should also be encouraged to report the crime directly to the West Palm Beach Police Department or the jurisdiction where the crime took place.
- While second-hand (third-party) 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.

CSA Crime Report and Resources: The CSA Crime Report Form and Resources are available online at ____

The Clery Compliance Annual Security Report is also available upon request from the Palm Beach Atlantic University Department of Public Safety.

Any questions on crime reporting or Clery Act information, please contact Stephanie Laing at stephanie_laing@pba.edu or 561-803-2504.