Mandatory Reporting

Understanding your role as a Campus Security Authority & Responsible Employee

Faculty and Staff Training
Federal Laws

The following laws create reporting responsibilities for faculty, staff and selected student employees:

**Title IX**

- Title IX of the Education Amendments of 1972

**The Clery Act**

“No person in the United States shall, on the basis of sex, be excluded from participation in, be denied the benefits of, or be subjected to discrimination under any educational program or activity receiving federal financial assistance.”
For purposes of compliance with Title IX, all faculty and staff members are considered “Responsible Employees” and are required to report acts of sex and/or gender discrimination – including sexual violence – involving any member(s) of the campus community or visitors to the College’s Title IX Coordinator.
Title IX

Ursinus Title IX Coordinator

Kimberly F. Taylor
Associate Dean of Students

**Office:** Student Affairs Suite, Wismer Center
(above Institute for Inclusion & Equity)

**Phone:** (610) 409-3590 or x4300

**Email:** ktaylor@ursinus.edu
Title IX

Sexual Misconduct includes, but is not limited to:

- Rape or Attempted Rape
- Stalking
- Sexual Assault
- Sexual Harassment
- Intimate Partner Violence
- Other forms of gender based discrimination
The Clery Act


The Clery Act, originally enacted by the Congress and signed into law by President George Bush in 1990 as the Crime Awareness and Campus Security Act of 1990, was championed by Howard & Connie Clery after their daughter Jeanne (pictured left) was murdered at Lehigh University in 1986. They also founded the non-profit Clery Center (previously known as Security On Campus) in 1987.

In 1998, amendments renamed the Act in memory of Jeanne Clery.

www.CleryCenter.org
Many crimes (especially sexual violence) go unreported to Campus Safety but may be reported to other campus officials.

For example, a victim of a sexual offense may turn to a Resident Advisor or Peer Advocate for assistance, or a student athlete who got into a fight with another player may speak with their coach.

For this reason, the **Clery Act requires all institutions to collect crime reports from a variety of individuals and organizations that Clery considers to be “Campus Security Authorities.”** CSAs are a vital part of data collection for the annual safety and security report.
Campus Security Authorities are defined by function, not title.

- Significant responsibility for student and campus activities
- Regular contact with students

Examples include:
- Campus Safety staff (including Dispatchers)
- Residence Life staff (including RAs)
- Prevention & Advocacy staff (including Peer Advocates)
- All other Student Affairs staff members
- Coaches and Athletic trainers
- Faculty or staff advisors to student organizations

Because a faculty or staff member can take on a role as a student organization advisor at any time, the College has designated all employees as Campus Security Authorities.
The Clery Act

CSA Duty to Report

- All CSAs are required to report crimes involving any member(s) of the campus community (including visitors) to Campus Safety without delay.

- Exception: A victim of a sex crime is not required to report the incident to Campus Safety but must inform the Title IX Coordinator.

- When in doubt about whether to report a crime, seek advice from Campus Safety (610-409-3333).
The Clery Act

Reportable Crimes

- The following crimes must be reported:
  - Homicide
  - Sex Offenses
  - Aggravated Assault
  - Robbery
  - Burglary
  - Stolen Vehicles
  - Arson

- Liquor, drug & weapon violations – both arrests & disciplinary referrals

- HATE CRIMES for any of the above incidents, any crime causing bodily injury or any of the following crimes that were motivated by hate:
  - Larceny-Theft
  - Simple assault
  - Intimidation
  - Vandalism
The Clery Act

Reporting Logistics

• Be sure to document when and where the crime occurred and when it was reported to you.

• Get whatever information the person is willing to tell you. You are not required to investigate or classify the crime. Campus Safety will take care of that.

• Employees must also report information received second-hand, online, or through gossip/rumors.

• Notify Campus Safety or call 911 immediately if there are signs of imminent danger to the reporting party or campus community.
The following staff positions are considered CONFIDENTIAL resources and are not required to report Title IX incidents or Clery Crimes:

- Chaplain
- Wellness Center Therapists
- Medical Director and Nurse Practitioner

Additional confidential resources are available off-campus and include:

**Victim’s Service Center of Montgomery County**
24 hour hotline: 888-521-0983
[www.victimservicescenter.org](http://www.victimservicescenter.org)

**Women’s Center of Montgomery County**
24 hour hotline: 800-773-2424
[www.wcmontoco.org](http://www.wcmontoco.org)
If it appears that someone is about to disclose information regarding a crime, sex/gender discrimination or sexual violence, employees should make sure the person understands that you will have to share details of their report with a small circle of administrators who may be obligated to act on the information.
The following slides include photos of Ursinus Crisis Response Team members and Campus Safety staff. All members may take reports of Title IX incidents or Clery Act crimes. Confidential resources are noted.

In addition, Campus Safety is available 24 hours a day at:

610-409-3333
Ursinus College

Student Affairs Leadership Team

Heather Lobban-Viravong
VP for College & Community Engagement

Missy Bryant
Interim Dean of Students/Co-Director of the Institute for Student Success

Kimberly Taylor
Associate Dean of Students/Title IX Coordinator

Todd McKinney
Associate Dean of Students/Director of Leadership Development & Student Activities

Melissa Giess
Assistant Dean of Students/Director of Residence Life

Terrence Williams
Assistant Dean of Students/Director of the Institute for Inclusion & Equity

Reverend Terri Ofori
Chaplain

Lauren Finnegan
Director of Counseling & Wellness

John Bera
Director of Campus Safety

Katie Bean
Director of Prevention & Advocacy

Shammah Bermudez
Director of Disability Services

Nick Hanford
Assistant Director of Tutoring

CONFIDENTIAL RESOURCE

CONFIDENTIAL RESOURCE
Campus Safety Officers

Chris Wilcox
Emergency Management Coordinator

Paul Harris
Team Leader

Pedro Looft
Campus Safety Officer

Will McCoy
Campus Safety Officer

Anthony Bruno
Campus Safety Officer

Rob Coyle
Campus Safety Officer

Josh Smedley
Campus Safety Officer

Ted Edgar
Campus Safety Officer

Travis Leister
Campus Safety Officer

Al Gnoza
Campus Safety Officer

Ray Stitt
Campus Safety Officer
Have a question about Title IX or the Clery Act?

We can help!

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