



**Campus Safety**  
*Clery Act Disclosure*

General Order No. 08:00:00

Revision Responsibility:	Director of Campus Police and Emergency Preparedness
Responsible Executive Officer:	Vice President of Business Affairs
Source/Reference:	Jean Clery Disclosure of Campus Security Policy and Campus Crime Statistics Act Crime Awareness and Campus Security Act of 1990 Higher Education Act of 1965 Violence against Women Reauthorization Act of 2013 The Handbook for Campus Safety and Security Reporting, USDOE

Location Where Documentation

Maintained: <http://www.ws.edu/student-services/campus-safety/crime-reports/>

#### PURPOSE

It is the intent of Walters State Community College as a Tennessee Board of Regents institution to fully comply with section 485(f) of the Higher Education Act of 1965 otherwise known as the Jeanne Clery Disclosure of Campus Security Policy and Campus Crime Statistics Act (Clery Act), as amended by the Higher Education Opportunity Act of 2008 and §304 of the Violence Against Women Reauthorization Act of 2013, the regulations implementing these Acts found at 34 CFR §668.41, §668.46 and with the U. S. Department of Education guidelines as outlined in *The Handbook for Campus Safety and Security Reporting* with regards to *Clery Act* disclosure .

#### POLICY

It is the policy of Walters State Community College to disclose crime statistics in accordance with the *Jeanne Clery Disclosure of Campus Security Policy and Campus Crime Statistics Act*, more commonly known as the **Clery Act**, which requires Colleges and universities to:

1. Publish an annual report every year by October 1 that contains three years of campus crime and fire safety statistics and certain campus security policy statements.
2. Disclose crime statistics for the campus, public areas immediately adjacent to or contiguous with the campus, and certain non-campus facilities. The statistics must be gathered from Campus Police and local law enforcement and other College officials who have significant responsibility for student and campus activities and must include the following four categories of statistics: Criminal offenses, hate crimes, VAWA offenses and arrests or referral for disciplinary action.
3. Provide timely warning notices of those crimes that have occurred which pose an ongoing threat to students and employees.

4. Implement emergency notification procedures if there is an immediate threat to the health or safety of students or employees on campus.
5. Disclose in a public log **any** crime that occurred on campus or within the patrol jurisdiction of the Campus Police department and is reported to the Campus Police department; and
6. Maintain a public fire log record of any fire that occurred in an on-campus student housing facility.

#### ANNUAL SAFETY REPORT

The Annual Safety Report (ASR) will be updated and maintained on an annual basis by the appointed campus safety survey administrator. All policies and crime data will be reviewed by the College Emergency Response Management Team (CERMT) and the Clery Act sub-committee and is updated and published annually (See figures 1 and 2). All records in support of the ASR will be maintained by the campus safety administrator or be made accessible to the safety administrator as needed. Policies associated with Campus Police and safety will be made available in the College policy and procedures manual, and be published in the annual safety report. The annual safety report is made available on the campus web site at the following link: <http://www.ws.edu/student-services/campus-safety/crime-reports/>. This link is also e-mailed to all students by the office of Student Affairs and to all employees by the office of Human Resources on an annual basis.

9/13, 9/14, 9/15, 9/16