



CAMPUS SECURITY AUTHORITY IDENTIFICATION

Southeast Technical College Policy STC 513

1. Purpose

The purpose of the policy is to identify Southeast Technical College (STC) employees who have a duty to report crimes they become aware of, as defined by the Clery Act.

2. General Statement of Policy

STC encourages the campus community to immediately report crimes or suspicious activity to help maintain the safest possible environment for students, employees, and visitors. Pursuant to the Clery Act, a federal law, STC is required to compile and publish crime statistics in an Annual Security Report (ASR). As part of this obligation, members of the STC community identified as Campus Security Authorities (CSAs) are required to report crimes they become aware of through the Concerning Behavior Report for inclusion as statistics in the College's ASR.

STC identifies members of the STC community in the following roles as CSAs:

- President of Southeast Technical College
- Vice President for Enrollment Management
- Vice President of Finance and Operations
- Vice President of Academic Affairs
- Associate Vice President for Institutional Effectiveness
- Deans of Curriculum and Instruction
- Associate Deans of Curriculum and Instruction
- Director of Access and Workforce Opportunity
- Director of Human Resources
- Registrar
- Director of Admissions
- Academic Resource Center Coordinator
- Hovland Learning Center Director
- Director of Student Success
- Accessibility Services Coordinator

- Housing Advisors
- Campus Security Officers
- Intramural Sports Coaches
- Student Success Staff
- STC Club Advisors
- STC Additional Location Advisors

STC employees that are identified as CSA's will immediately make a report of any Clery Act crimes they become aware of. This report will be done using the STC Concerning Behavior Report. This will be reviewed by Campus Security and Human Resources for possible follow-up or further reporting.

CSAs have the right to contact the Sioux Falls Police Department if the CSA believes it is warranted. The CSA will still make the online report for STC reporting purposes.

Clery Act crimes:

- Criminal Homicide
 - Sexual Assault (Sex Offenses)
 - Robbery
 - Aggravated Assault
 - Burglary
 - Motor Vehicle Theft
 - Arson
 - Hate Crimes
 - Dating Violence
 - Domestic Violence
 - Stalking
 - Liquor Law Violation
 - Drug Law Violation
 - Illegal Weapons Possession

3. Definitions

Campus Security Authority - is defined as an employee of an institution who has significant responsibility for student and campus activities or an employee who meets the definition of "any official...who has the authority to institute corrective measures" for Title IX purposes under 34 CFR 106.30(a).

Concerning Behavior Report – Report found on the Safety and Security website. Used in the process of reporting various behavior by Campus Security Authority personnel for follow up by the Southeast Technical College and compiling statistics for the Annual Security Report.

4. Reporting Procedures

The list of Campus Security Authorities is required to be included in the ASR.

5. Dissemination of Policy and Training

A. This policy shall appear on the STC website, and the list of CSAs is included in the Student Handbook and ASR.

B. The Director for Institutional Effectiveness trains CSAs on an annual basis or when STC employees assume a role making them eligible to be a CSA.

Legal References:

Higher Education Act of 1965, §485(f) (20 U.S.C. 1092(f)), the "Jeanne Clery Disclosure of Campus Security Policy and Campus Crime Statistics Act";

34 CFR §668 Violence Against Women Act;

34 CFR §668.46(a);

34 CFR §106.30(a)

Source: Western Dakota Technical College Campus Security Authority Identification Policy #4008

Board Approved:

Policy		Board Action	(formerly ECAE/STC	07-01-25)
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