

General Policy – Preparation and Disclosure of Crime Statistics

Policy:

Bismarck State College is responsible for preparing and disclosing crime statistics in compliance with the Jeanne Clery Disclosure of Campus Security Policy and Campus Crime Statistics Act (Clery Act), 20 U.S.C. Section 1092. This federal mandate requires the disclosure of certain crime statistics so current and potential families, students and employees, can be knowledgeable about the safety of college campuses.

The Vice President for Student Affairs and Campus Safety and Security Manager at Bismarck State College are responsible for collecting and reporting the annual crime statistics from the local police agencies, student conduct administrators, and Campus Security Authorities (CSA's). This information is included in BSC's Annual Security and Fire Safety Report. By October 1 of each year, notification of the new Annual Security and Fire Safety Report is emailed to current students and employees. A hard copy of the report is available upon request at the BSC Campus Safety and Security Department and the Student Affairs Office. The crime statistics are also submitted to the U.S. Department of Education on an annual basis.

Procedures:

Bismarck State College collects its own statistics, and accepts supplemental numbers from recognized student conduct administrators, Residence Life, Campus Safety and Security Department and other Campus Security Authorities (CSA's) in their reporting roles. BSC's Campus Safety and Security Department annually requests statistical information from the appropriate law enforcement agencies. Clery reporting covers the preceding calendar year, January 1 to December 31.

BSC protocols specify that aggravated assault, arson, negligent manslaughter, burglary, motor vehicle theft, murder/non-negligent manslaughter and robbery are reported to BSC Campus Safety and Security and/or the Bismarck Police Department. In cases of sexual assault, domestic violence, dating violence, and stalking the victim or witness may report to Campus Safety and Security, Bismarck Police Department, the Title IX Coordinator/ Deputies, or file an anonymous report (a statistical notation absent any names). Anonymous reports are reviewed at the end of the year for reporting purposes.

All relevant crime data are compiled by the Campus Safety and Security Manager and are included in BSC's submission to the Department of Education annually by October 15.

The Vice President for Student Affairs and Campus Safety and Security Manager assisted by a Clery working group, produces the Annual Security and Fire Safety Report which contains policies, procedures and crime data as required by the Clery Act.

Reference:

Clery Act

<http://www.clerycenter.org/summary-jeanne-clery-act>

MOU with Bismarck Police Department

<http://bismarckstate.edu/uploads/resources/6269/mou-2015.pdf>

History of This Policy:

First policy draft reviewed by the Operations Council on May 13, 2015 and approved by the Executive Council on June 5, 2015.

Revisions – June 12, 2015, October 21, 2016; February 26, 2019.