

Campus Security Authority Clery Crime Report Form

Louisiana State University Shreveport

Please email this completed form to cleryact@lsus.edu and to the current Chief of Police.

Complete this section if someone reports a crime to you that fits the Clery crime categories and happened within the Clery locations listed at the end of this form. If more than one crime is reported in the same incident, list all of them. Only include names or identifying details if the victim gives permission. If they want to stay anonymous, use their initials. This is needed because it helps keep accurate records and avoid duplicate reports. This report is for internal use only and does not start a police investigation unless the victim requests one. Explain to victims who do not wish to file a police report that you are still required to submit the report; however, it can and will be completed without including any identifying information about them. If the victim chooses to report to University Police, include all available details to support the investigation.

Fields marked * are required.

Reporting Person Full Name*: _____

Department*: _____

Position/Title*: _____

Work Phone Number*: _____ Work Email*: _____

Date and Time **Incident Reported** to CSA*: _____

Date and Time **Incident Occurred***: _____

Location of Incident*: _____ Specific Location: _____

Name(s) of Accused: _____

Victim(s) Name (Confidentiality requested → use the person's initials): _____

Clery Crime 1*: _____

Clery Crime 2 (If Applicable): _____

Clery Crime 3 (If Applicable): _____

Clery Crime 4 (If Applicable): _____

Would the parties involved like to file a police report? Yes No

Description of the Incident - Provide all known details about what happened. Do not include names or identifying information if confidentiality is requested. If the person is filing a police report or is okay with the information being shared, please include that in the summary. This information helps the Clery Compliance Director decide if the incident must be reported under the Clery Act:

Hate Crime Information and Reporting

LSUS is also required to report statistics for hate (bias) related crimes by the type of bias as defined below for the following classifications: murder/non-negligent manslaughter, sex offenses, robbery, aggravated assault, burglary, motor vehicle theft, arson, larceny, vandalism, intimidation, and simple assault (see definitions above).

If a hate crime occurs where there is an incident involving intimidation, destruction/damage/vandalism of property, larceny/theft, simple assault, the law requires that the statistic be reported as a hate crime even though there is no requirement to report the crime classification in any other area of the compliance document.

A hate or bias related crime is not a separate, distinct crime, but is the commission of a criminal offense which was motivated by the offender's bias. For example, a subject assaults a victim, which is a crime. If the facts of the case indicate that the offender was motivated to commit the offense because of his bias against the victim's race, sexual orientation, etc... the assault is then also classified as a hate/bias crime.

If a hate (bias) related crime was reported to you, please **fill out the top section of Page 1 and then complete the following information** about the type of bias involved in the crime.

Type of Bias (select one):

- | | | | |
|---------------------------------|---|-------------------------------------|--|
| <input type="checkbox"/> Race | <input type="checkbox"/> Religion | <input type="checkbox"/> Ethnicity | <input type="checkbox"/> National Origin |
| <input type="checkbox"/> Gender | <input type="checkbox"/> Sexual Orientation | <input type="checkbox"/> Disability | <input type="checkbox"/> Gender Identity |

NOTE: Clery Crime Definitions and Geography Information is listed on pages following this note.

Clery Crime Definitions

Primary Offenses

Murder/Non-Negligent Manslaughter: the willful (non-negligent) killing of one human being by another. NOTE: Deaths caused by negligence, attempts to kill, assaults to kill, suicides, accidental deaths, and justifiable homicides are excluded.

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

Rape: 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. This definition includes any gender of victim or perpetrator.

Fondling: The touching of the private body parts of another person for the purpose of sexual gratification, forcibly and/or against that person's will; or, not forcibly or against the person's will where the victim is incapable of giving consent because of his/her youth or because of his/her temporary or permanent mental incapacity.

Incest: Nonforcible sexual intercourse between persons who are related to each other within the degrees wherein marriage is prohibited by law.

Statutory Rape: Nonforcible sexual intercourse with a person who is under the statutory age of consent.

Robbery: the taking or attempting to take anything from value of the care, custody or control of a person or persons by force or threat of force or violence and/or by putting the victim in 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 or 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 this definition includes: unlawful entry with intent to commit a larceny or a felony; breaking and entering 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: The willful or malicious burning or attempt to burn, with or without intent to defraud, a dwelling house, public building, motor vehicle or aircraft, or personal property of another kind.

Hate Crimes Involving:

All other Clery crimes if motivated by bias, AND;

Larceny-Theft: The unlawful taking, carrying, leading, or riding away of property from the possession or constructive possession of another.

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

Vandalism: To willfully or maliciously destroy, injure, disfigure, or deface any public or private property, real or personal, without the consent of the owner or person having custody or control by cutting, tearing, breaking, marking, painting, drawing, covering with filth, or any other such means as may be specified by local law.

NOTE: Larceny-theft, simple assault, intimidation, and vandalism are only reportable Clery crimes when they are **motivated by bias**.

Violence Against Women Act (VAWA) Crimes (Applicable to All Genders):

Domestic Violence: The term “domestic violence” includes felony or misdemeanor crimes of violence committed by a current or former spouse of the victim, by a person with whom the victim shares a child in common, by a person who is cohabitating with or has cohabitated with the victim as a spouse, by a person similarly situated to a spouse of the victim under the domestic or family violence laws of the jurisdiction receiving grant monies, or by any other person against an adult or youth victim who is protected from that person’s acts under the domestic or family violence laws of the jurisdiction.

Dating Violence: The term “dating violence” means violence committed by a person—(A) who is or has been in a social relationship of a romantic or intimate nature with the victim; and (B) where the existence of such a relationship shall be determined based on a consideration of the following factors: (i) The length of the relationship; (ii) The type of relationship; (iii) The frequency of interaction between the persons involved in the relationship.

Stalking: The term “stalking” means engaging in a course of conduct directed at a specific person that would cause a reasonable person to—(A) fear for his or her safety or the safety of others; or (B) suffer substantial emotional distress.

Arrests and Referrals for (NOT University Policy Violations – Crimes Only):

Drug Abuse Violations: Violations of state and local laws relating to the unlawful possession, sale, use, growing, manufacturing, and making of narcotic drugs. The relevant substances include: opium or cocaine and their derivatives (morphine, heroin, codeine); marijuana; synthetic narcotics (Demerol, methadones); and dangerous non-narcotic drugs (barbiturates, Benzedrine).

Liquor Law Violations: The violation of laws or ordinance prohibiting: the manufacture, sale, transporting, furnishing, possessing of intoxicating liquor; maintaining unlawful drinking places; bootlegging; operating a still; furnishing liquor to minor or intemperate person; using a vehicle for illegal transportation of liquor; drinking on a train or public conveyance; all attempts to commit any of the aforementioned. (Drunkenness and driving under the influence are not included in this definition).

Weapon Law Violations: The violation of laws or ordinances dealing with weapon offenses, regulatory in nature, such as: manufacture, sale, or possession of deadly weapons; carrying deadly weapons, concealed or openly; furnishing deadly weapons to minors; aliens possessing deadly weapons; all attempts to commit any of the aforementioned.

Other Offenses

Hazing: Any intentional, knowing, or reckless act committed during initiation, affiliation, or continued membership in a student organization that causes or creates a risk of physical or psychological harm, regardless of a person's willingness to participate. This can include acts such as physical assault, forced physical exertion, coerced consumption of substances, sexual acts, exposure to extreme conditions, threats, or any activity that violates local, state, tribal, or federal law. A student organization refers to any group with student members, whether or not it is officially recognized by the institution.

Clery Geography

Use the descriptions below or the Clery map on the next page to choose the correct location on page 1.

- 1. On-Campus:** any location within the university's Clery map boundary
 - Select **"On Campus"** if the incident occurred in campus buildings or spaces such as academic buildings, administrative offices, or common areas.
 - List the specific location (for example, "University Center").
- 2. On-Campus Student Housing:** applies specifically to student residential facilities; On-campus sub-category
 - Select **"On-campus Student Housing"** if the incident occurred in student housing facilities.
 - For example, if the incident occurred at Pilots Pointe Apartments, select this category and list **"Pilots Pointe Apartments"** as the location.
- 3. Non-Campus:** locations not within the main campus boundary but still connected to the institution.
 - Select **"Non-Campus"** for incidents that occur off campus during a **university-sponsored trip** or at other institution-affiliated properties not located on campus.
 - Provide a clear explanation of the location where the incident occurred.
- 4. Public Property:** public property within campus boundaries or are adjacent to or run through campus.
 - Select **"Public Property"** if incident occurred on sidewalks, streets, or other public spaces bordering campus.
 - Examples include bus stops, portions of Youree Drive or East Kings Highway along the edge of campus, and the waterway bordering campus property on the opposite side of East Kings Highway.



Zones:

- Owned Roads & Structures
- On Campus Student Housing Facility
- Clery Jurisdiction
- Clery Jurisdiction Boundary
- Non-Clery Jurisdiction
- Public Property

Clery Map