

THE CALIFORNIA STATE UNIVERSITY
Office of the Chancellor
401 Golden Shore
Long Beach, CA 90802-4210
(562) 951-4411

Date: April 20, 2005

Code: HR 2005-18

To: CSU Presidents

Supersedes: HR 2004-04

information

From: Jackie R. McClain
Vice Chancellor
Human Resources



Policy updates contact
for CSU Police Coordinator.

Subject: **Crime Statistics Reporting Requirements**

California State University (CSU) police departments are required to report numerous crime statistics. Comprehensive consistent reporting to the State of California, Office of the Chancellor, campus administrators and other appropriate agencies is critical. Current key reporting requirements are highlighted below for reference.

State Department of Justice Reports

As recognized California law enforcement agencies, CSU police departments are required to report crimes to the State Department of Justice monthly. The Department of Justice forwards the statistics to the Federal Bureau of Investigation and the statistics are published annually in the U.S. Department of Justice Uniform Crime reports titled "Crime in the U.S."

Chancellor's Office Annual Reports

CSU police departments are required to report crime, arrest, and property loss/recovery statistics to the Chancellor's Office annually. These reported statistics are used to compile an annual systemwide report for the CSU Presidents. The systemwide CSU Police Coordinator is responsible for collecting the campus annual crime statistics, tabulating the data and distributing the annual crime statistics report to campus presidents, vice presidents and public affairs managers for public distribution.

The attached CSU Statistical Report must be mailed to the Chancellor's Office to the attention of the Police Coordinator by February of each year.

Distribution:

Chancellor
General Counsel
Vice Presidents, Administration
Human Resources Directors
Police Chiefs

Jeanne Clery Disclosure

The Jeanne Clery Act, Disclosure of Campus Security Policy, and Campus Crime Statistical Act, 20 U.S.C. Section 1092, requires each campus to provide an annual report of campus crime statistics and security measures in a report published and distributed by October 1 of each year. Additionally, the published report must be forwarded to the Chancellor's Office to the attention of the Police Coordinator by October 1st of each year.

If you have any questions about the reporting policy, please contact the CSU Police Coordinator at his/her home campus or through systemwide Human Resources at (562) 951-4455. This memorandum also is available on Human Resources Administration's Web site at: <http://www.calstate.edu/HRAdm/memos.shtml>.

JRMcC/cr

Attachment

CALIFORNIA STATE UNIVERSITY STATISTICAL REPORT

Campus _____

Calendar Year _____

PART I OFFENSES

Violent Crimes (Actuals)	
Homicide	
Rape	
Robbery	
Aggravated Assault	
Property Crimes (Actuals)	
Arson	
Burglary	
Larceny/Theft	
Motor Vehicle Theft	
TOTAL PART I OFFENSES	

PART II OFFENSES

Simple Assaults (from Return A, 4E)	
Vandalism – 594 PC or appropriate sections	
Weapons: Carrying, Possessing, etc. – 12020(a) PC, 626.10 PC or appropriate sections	
Other Sex Offenses	
Drug Abuse Violation – 11357(a) H&S, 11350 H&S or appropriate sections	
Driving Under Influence – 23152(a) VC	
Liquor Laws – Muni Codes 25662 B&P, 25620 B&P, 25657 B&P, 25658 B&P or appropriate sections	
Drunkenness – 647(f) PC	
Disorderly Conduct – 415 PC, 647(d) PC, 415.5 PC or appropriate sections	
Forgery & Counterfeiting 470 PC, 648 PC or appropriate sections	
Fraud – 537 PC, 532 PC or appropriate sections	
Embezzlement – 503 PC or appropriate sections	
Stolen Property: Buying, Receiving, Possessing – 496 PC or appropriate sections	
All Other Part II Offenses	
TOTAL PART II OFFENSES	

**CALIFORNIA STATE UNIVERSITY STATISTICAL REPORT
OTHER OFFENSES**

Campus _____

Calendar Year _____

Traffic Accidents	On Campus	
	Off Campus	
Property Loss	State	
	Personal	
	Total Property Loss	
Property Recovered	State	
	Personal	
	Total Property Recovered	
Medical Assists	Alcohol and Drug Related	
	Other Medical Assists	
Suicide	Attempts	
	Suicide	
Domestic Violence		
Hate Incidents		
Hate Crimes	Race	
	Gender	
	Religion	
	Sexual Orientation	
	Ethnicity	
	Disability	
Total Crimes (Actuals)	Part I (exclude simple assaults; include arsons)	
	Part II (include simple assaults)	
	Total Crimes	
Adult Arrests/Citations	Part I	
	Part II	
	Misdemeanor Vehicle Code	
	Other Arrests (Local Code/Warrants)	
	Total Adult Arrests	
Juvenile Arrests/Citations	Part I	
	Part II	
	Misdemeanor Vehicle Code	
	Other Arrests (Local Code/Warrants)	
	Total Juvenile Arrests	