

## **121-06 CRIMINAL AND STATISTICAL OFFENSE—PROCEDURE**

### **1. PURPOSE**

The purpose of this procedure is to standardize the manner of and responsibility for collecting and recording statistics concerning the occurrence of crimes on campus, in or on non-campus buildings or property, and on public property during the most recent calendar year, and during the two (2) preceding calendar years for which data is available.

### **2. PROCEDURE**

1. The Executive Director for Facilities will ensure the Security Supervisor discloses reported criminal offense statistics that are collected in good faith from all applicable sources in an Annual Security Report.
2. The Annual Security Report will include reporting disclosure of all criminal offenses and all policy and procedure statements required by the Clery Act, referenced below and will be made available no later than October 1<sup>st</sup> of each year.

### **3. BACKGROUND**

1. References:
  - a. Jeanne Clery Disclosure of Campus Security Policy and Campus Crime Statistics Act, 1992, 1998, 2000
  - b. Crime Awareness and Campus Security Act, 1990 (Title II of Public Law 101-542)
  - c. Higher Education Act of 1965
2. Revision history: 04/20/2004, 08/21/2007, 02/19/2010 (reformatted)
3. Legal review: none
4. Sponsor: Facilities

**COCONINO COMMUNITY COLLEGE**