



Title: Voluntary Confidential Reporting

Policy:  
 No.: ADM 9.08

Date: 8/1/14  
 Rev.: 8/1/15

Areas Affected: All BSMCON

Page 1 of 1


The College Administration encourages anyone who is a victim or witness to any crime to promptly report the incident to the Dean of Finance and Administration or any College official. Any member of the campus community who is the victim of a crime and does not want to pursue action within the College system or the criminal justice system may still want to consider making a confidential report. The purpose of a confidential report is to comply with the wish to keep the matter confidential, while taking steps to ensure the future safety of everyone on campus. With such information, the College can keep an accurate record of the number of reported incidents involving students, determine where there is a pattern of crime with regard to a particular location, method, or assailant, and alert the campus community to potential danger. Reports filed in this manner are counted and disclosed in the annual crimes statistics for the College and reported in the Annual Security Report.

In keeping with the Clery Act, an official is defined as any person who has the authority and the duty to take action or respond to particular issues on behalf of the institution. For the purposes of this policy, the issue to be addressed is campus safety and security. An official in this sense is then noted as a campus security authority (CSA). For the purposes of this policy, a "college official" is defined as, in addition to the Dean of Finance and Administration, the following offices:

- Vice President and Provost
- Dean of Student Services
- Dean of Nursing
- Director of Student Success
- Academic Counselor
- Career Counselor

**Confidential Reporting to a Counselor**

Faculty, staff, and students may also contact REACH Student Assistance Program.

Approved by: 	<u>Dean of Finance and Administration</u> <u>Provost/VP</u>	<u>8/1/15</u> <u>8.1.15</u>
Signature	Title	Date
<b>Approval History:</b> Dean of Finance and Administration – 9/5/13 Policy Committee - 9/16/13, 4/20/15		