



CLERY ACT

Policy Number – 4.035

I. Purpose

To comply with the Jeanne Clery Campus Safety Act (Clery Act), which is a federal statute codified at 20 U.S.C. § 1092(f), with implementing regulations in the U.S. Code of Federal Regulations at 34 C.F.R. 668.46. The Clery Act requires colleges and universities participating in federal financial aid programs to comply with various requirements related to safety on campus. Lansing Community College is committed to providing a safe environment for students and employees to participate in activities, programs, and organizations without compromising their health, safety, or welfare, consistent with its obligations under the Clery Act.

II. Scope

This policy applies to all employees, students, volunteers, guests, contractors, and visitors at College campus locations, whether owned, rented, leased, or otherwise under the control of the College and within Clery Geography.

III. General

It is the policy of the College to comply with the Clery Act and all applicable regulations at each of its campuses.

A. Reporting

To report a crime or an emergency, call 911. For non-emergencies, call the LCC Police Department at (517) 483-1800. LCC Dispatch is available 24 hours/day, seven days/week to answer calls. Calls made to 911 will be sent to the local 911 dispatch center. The 911 dispatch will then relay the information to the LCC Dispatch/Police. To report a non-emergency, contact LCCPD at 517-483-1800.

B. Annual Security Report

A report containing statistics of Clery Crimes for three years by type, location, and year; campus safety and security related policy statements that address crime reporting and prevention; law enforcement data bases of registered sex offenders; drug, alcohol, and sex offenses; procedures for issuing timely warning to the campus of potentially dangerous criminal and emergency situations; campus evacuation procedures; and policy statements, procedures, and programs to prevent dating violence, domestic violence, sexual assault and stalking.

C. Campus Security Authority (CSA): An individual who meets one of the following definitions:

- 1) a campus police or security department;
- 2) any individual who has responsibility for campus security;

- 3) any individual or organization specified by policy as an individual or organization to which students and employees should report criminal offenses; or
- 4) an official of an institution who has significant responsibility for student and campus activities.

An “official” is defined as any person who has the authority and duty to act or respond to a particular issue on behalf of the institution.

D. Clery Crimes: Crimes designated as reportable under the Clery Act, which include:

- 1) **Criminal Offenses** – murder and non-negligent manslaughter, manslaughter by negligence, sexual assault (rape, fondling, incest, and statutory rape), robbery, aggravated assault, burglary, motor vehicle theft, and arson.
- 2) **Hate Crimes** – any of the above-mentioned Criminal Offenses and any incidents of larceny-theft, simple assault, intimidation, or destruction/damage/vandalism to property that were motivated by bias.
- 3) **Violence Against Women Act (VAWA) Offenses** – domestic violence, dating violence, sexual assault, and stalking.
- 4) **Weapons, Drug, and Liquor Law Violations** – arrests and referrals for disciplinary action.
- 5) **Hazing** – an intentional, knowing, or reckless act by a person acting alone or acting with others that is directed against an individual and that the person knew or should have known endangers the physical health or safety of the individual, and that is done for the purpose of pledging, being initiated into, affiliating with, participating in, holding office in, or maintaining membership in any organization.

E. Clery Geography: Buildings and properties on each separate campus are considered to be:

- 1) **On Campus** – buildings or property owned or controlled by LCC within the same reasonably contiguous geographic area; or buildings or property within the same reasonably contiguous areas, owned by the institution but controlled by another person, frequently used by students, and supporting educational purposes.
- 2) **Non-campus Building or Property** – building or property owned or controlled by the College that is used in direct support of, or in relation to, the College’s educational purposes, is frequently used by students, and is not within the reasonably contiguous geographic area of the College; or building or property owned or controlled by a registered student organization.

- 3) **Public Property** - thoroughfares, streets, sidewalks, and parking facilities that are within the campus or immediately adjacent to and accessible from the campus.
- 4) **Separate Campus** - An Additional location that (a) the institution owns or controls, (b) is not reasonably geographically contiguous with the main campus, (c) has an organized program of study, and (d) has at least one person on-site acting in an administrative capacity.

F. Crime Log

LCC Police Department will maintain a public log of all crimes reported to the department that occurred within Clery Geography or within the LCC PD patrol jurisdiction. The log is required to have the most recent 60 days' worth of information. Each entry in the log must contain the nature, date, time, and general location of each crime, and disposition of the complaint, if known. Information in the log older than 60 days must be made available within two business days. To request information in the log older than 60 days, please contact LCC Police at police_dispatch@star.lcc.edu.

D. Emergency Notification

Notification to the campus community upon confirmation of a significant emergency or dangerous situation involving an immediate threat to the health or safety of students or employees occurring on campus.

E. Timely Warning

Notification to the campus community of Clery Crimes that occur on LCC's Clery Geography and represent a serious or continuing threat to the safety of students or Employees.

IV. Responsibility

Responsibility for the interpretation and administration of this policy is delegated to the Senior Vice President of Business Operations, or Executive Director of Administrative Services, or designee.

¹Last Reviewed:

¹ **Adopted:** 06/16/2025 (Clery Act)

Revised History:

Reviewed: