



## DEPARTMENT OF CAMPUS SAFETY & SECURITY

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### **Auburn University Daily Crime Log Instructions**

Updated 7/30/2018

The purpose of the daily crime log is to record criminal incidents and alleged criminal incidents that are reported to, or identified by, the Auburn Police Division or Auburn University Department of Campus Safety & Security, as outlined in these instructions.

The Auburn University Department of Campus Safety & Security receives crime reports regularly from the Auburn Police Division and occasionally from other law enforcement agencies and/or Campus Security Authorities. A crime is entered into the daily crime log within two business days of being reported to the Auburn University Department of Campus Safety & Security. Crimes are recorded in date order based on when they are reported to Auburn Police Division and/or Auburn University Campus Safety & Security. If multiple offenses are committed during a single incident, all of the offenses are recorded in the log.

Daily crime log entries include all crimes reported for the geographic locations required by the Clery Act. The log contains crimes for six separate campuses: Auburn University Main Campus, Auburn University Regional Airport, E. W. Shell Fisheries Center, Harris Early Learning Center (Birmingham, AL), National Center for Asphalt Technology, and Poultry & Animal Nutrition Center. Incidents for a specific campus can be viewed by typing that campus' name in the search bar at the top right of the page. The geographic locations covered by the daily crime log, for each of these six campuses, include on-campus buildings and property, noncampus locations used by students, public property immediately adjacent to and accessible from the campus, and the patrol jurisdiction of the Auburn Police Division University Precinct (under agreement with Auburn Police Division). Occasionally, off-campus crimes are included in the daily crime log for campus community awareness.

Crimes with an incident number that starts with "CSA" involve reports received from campus community members who are defined by federal law as "Campus Security Authorities." CSA reports often contain non-identifying information that is provided by the victim or witness of a crime. In these cases, the victim does not always file an official police report and therefore it may not be possible to provide all information in the daily crime log, including a disposition. These incidents are reported to the Auburn University Department of Campus Safety & Security for assessment for potential timely warning notification, inclusion in the daily crime log, and inclusion in the campus crime statistics, if they meet the reporting requirements of the Clery Act. Information about these incidents is posted in the daily crime log as the information is received by the department. The following may also be included in the CSA report number for further delineation of the campus where the incident occurred:

- AURA – Auburn University Regional Airport
- EWSF – E. W. Shell Fisheries Center
- HELC – Harris Early Learning Center
- NCAT – National Center for Asphalt Technology
- PANC – Poultry & Animal Nutrition Center

Crimes with an incident number that starts with "MG" involve reports received specifically from the university's contract security provider.

Crime definitions specified by the Clery Act differ from Alabama criminal laws. Therefore, there are two columns on the daily crime log to reflect these different pieces of information. The “Type of Incident” generally reflects the state code or local ordinance that was reportedly violated. The “Clery Classification” indicates how the crime has been classified for purposes of compliance with the Jeanne Clery Disclosure of Campus Security Policy and Campus Crime Statistics Act. The Clery classification may not be specified if the incident does not fall into a Clery-reportable crime category. Additionally, a note of “No Count” may be made if the crime meets the definition of a Clery Act crime, but will not be counted in the annual crime statistics due to not meeting the counting criteria specified by the Clery Act.

The daily crime log contains some incidents that are not required to be disclosed in the annual crime statistics. Annual crime statistics are compiled using crime definitions and counting criteria specified by the Clery Act.

Dispositions are issued by the Auburn Police Division (or other reporting law enforcement agency) and are defined as follows:

- Pending: The case is currently being investigated by law enforcement.
- Inactive: All leads have been exhausted, but the case has not been cleared and can be re-opened.
- Closed: Case has no solvability. No further investigative action is required. The case has been resolved.
- Closed/Cleared by Arrest (Juvenile): The subject(s) (17 years of age or younger) has been arrested by law enforcement.
- Closed/Cleared by Arrest (Adult): The subject(s) (18 years of age or older) has been arrested by law enforcement.
- Closed/Unfounded: The case is determined through investigation to be false or baseless. No offense occurred nor was attempted.
- Closed/Administratively Cleared: The case has been resolved administratively.
- Closed/Exceptional Clearance: Arrest is justified but not possible.
  - Suspect/Offender Dead
  - Prosecution Declined/Other Prosecution
  - Extradition Denied
  - Victim Refused to Cooperate
  - Juvenile (No Custody)
  - Death of Victim
- Other- See Additional Information: No official disposition (generally for CSA reports when the victim chose not to report the incident to police).

According to Federal Law, an institution may withhold any of the required fields of entry if any of the following conditions apply:

- The disclosure is prohibited by law;
- Disclosure would jeopardize the confidentiality of the victim;
- Disclosure would jeopardize an ongoing criminal investigation or the safety of an individual;
- Disclosure would cause a suspect to flee or evade detection; or
- Disclosure would result in the destruction of evidence.

An electronic version of the daily crime log is available on the [Campus Safety & Security website](#). A hard copy version may be requested by visiting the Auburn University Department of Campus Safety & Security at 543 West Magnolia Ave, Auburn, AL. The last 60 days or more of the daily crime log are available immediately via a public access iPad located in the lobby of the building, with hard copies available upon request during normal business hours (Monday-Friday, 7:45 a.m. to 4:45 p.m.) For entries older than 60 days, the log will be made available within two business days of the request.