

DIN: 1082-1-01

Title of Policy: Reporting a Crime or Suspicious Activity

Policy

Anyone who witnesses or is a victim of a crime on the college campus is encouraged to report the crime to the Provost or Dean at 333-6611 or to the Bemidji State University Campus Security Office at 755-3888 or to the Bemidji Police Department at 333-9111. In emergency situations, calls should be made directly to 911. Reports of crimes made to the Provost, Dean or other college personnel will be referred to the Bemidji State University Campus Security Office. Individuals are also encouraged to report suspicious activity seen on or near the campus. Telephones are located in each classroom, at the main entrance, and by the Computer Kiosk area, in addition to phones in offices.

Purpose

The purpose of this policy is to inform the campus community where to report criminal activity.

Responsibility

The table below describes responsibilities for this policy:

Group/Individual	Responsibility
Provost, Dean, Director of Security	Receive reports of crimes and respond accordingly. Provost, Dean, or other college personnel receiving reports of crimes will refer this report to the Director of Campus Security. The Director of Campus Security will investigate the report and may involve the Bemidji Police Department.
College community members	Report crimes and/or suspicious activities.

Supporting References

Listed below are college document(s) that support this policy:
(List any college documents that support this policy.)

Compliance References:

Listed below are references to compliance requirements (e.g. MnSCU policy, federal regulations).
 Jeanne Clery Disclosure of Campus Security Policy and Campus Crime Statistics Act of 1990

The most current documentation is electronic; therefore, please discard printed copy after 24 hours. This does not apply to completed forms which are records.			Print Date: 02/12/08 5:12 PM
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