

Examples of individuals who meet the criteria for being campus security authorities (CSA) include:

- Dean of students
- Director of Residential Life
- Director of Student Involvement
- Director of Athletics, team coaches, or a faculty advisor to a student group
- Student resident advisors or assistants or students who monitor access to residence halls
- Building liaisons and building managers
- Director of Human Resources
- A physician in the campus health center, a counselor in the campus counseling center or a victim advocate or sexual assault response team in a campus rape crisis center if they are identified by your school as someone to whom crimes should be reported or if they have significant responsibility for student and campus activities. However, if these individuals are not identified as people to whom crimes should be reported or do not have significant responsibility for student and campus activities, they would not be considered CSAs.

Examples of individuals who would not meet the criteria for being campus security authorities include:

- A faculty member who does not have any responsibility for student and campus activity beyond the classroom.
- Clerical or cafeteria staff.
- Facilities or maintenance staff.

Note, that because personnel and job positions can change, someone who is a CSA one year might not be a CSA the following year or vice versa.

A campus security authority is not responsible for determining authoritatively whether a crime took place—that is the function of law enforcement personnel. A campus security authority should not try to apprehend the alleged perpetrator of the crime. That too is the responsibility of law enforcement. It's also not a CSA's responsibility to try to convince a victim to contact law enforcement or press charges if the victim chooses not to do so.

There are two types of individuals who, although they have significant responsibility for student and campus activities, are not campus security authorities under Clery:

• **Pastoral counselor:** *A person, who is associated with a religious order or denomination, is recognized by that religious order or denomination as someone who provides confidential counseling, and is functioning within the scope of that recognition as a pastoral counselor.*

• **Professional counselor:** *A person whose official responsibilities include providing*

mental health counseling to members of the institution's community and who is functioning within the scope of his or her license or certification. This definition applies even to professional counselors who are not employees of the institution, but are under contract to provide counseling at the institution.

The pastoral or professional counselor exemption is intended to ensure that these individuals can provide appropriate counseling services without an obligation to report crimes they may have learned about. This is similar to the privilege provided under certain circumstances to doctors, counselors and attorneys when they may learn of crimes from patients or clients. This exemption is intended to protect the counselor-client role. However, even the legally recognized privileges acknowledge some exemptions, and there may be situations in which counselors are in fact under a legal obligation to report a crime.

For more detail see: [The Handbook for Campus Safety and Security Reporting, US Department of Education 2011](#), Chapter 4