



July 10, 2019

EASTERN OREGON  
UNIVERSITY

Wilson Zehr  
CSI - Club Advisor  
ZH 221

Dear Wilson,

According to the Federal *Jeanne Clery Disclosure of Campus Security Policy and Campus Crime Statistics Act* (“Clery Act”), EOU is required to report statistics concerning the occurrence of certain criminal offenses reported to the local police agency or **Campus Security Authorities** (CSA). According to the Department of Education’s (ED) *Handbook for Campus Safety and Security Reporting*, “although every institution wants its campus community to report criminal incidents to law enforcement, we know that this doesn’t always happen. Even at institutions with a police department on campus, a student who is the victim of a crime may be more inclined to report it to someone other than the campus police. For this reason, the Clery Act requires all institutions to collect crime reports from a variety of individuals and organizations that Clery considers to be CSA.”

A CSA is an official defined as any person who has the authority and the duty to take action or respond to particular issues on behalf of the institution, as it relates to Clery reportable crimes. The ED *Handbook* states that “To determine specifically which individuals or organizations are CSA for your institution, consider the function of that individual or office. Look for officials... whose functions involve relationships with students. **If someone has significant responsibility for student and campus activities, he or she is a CSA.**”

After reviewing the responsibilities of employees at EOU, the Clery Compliance Team has identified that as a result of your position as Assistant Professor/Business, you are a CSA.

We are in the process of scheduling a training that identifies your role and responsibility as a CSA. You will be notified of the training date and time soon.

If you have any questions in the meantime, please feel free to contact Oscar or me.

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