



Campus Security Authorities

Ball State is required annually by federal law to report certain crimes that occur on or near campus **when those crimes are reported to University employees who are designated as Campus Security Authorities (CSAs)**. The annual report is made available to the public by October 1 of each year at www.bsu.edu/fireandsafetyreports. Crime reports from CSA also are reviewed by Ball State police to assess regarding timely and emergency warnings. *Revised 02102025*

What (who) is a Campus Security Authority (CSA)? CSAs are defined as individuals who:

- have significant interaction with students and/or campus activities;
- are informal or unofficial mentors to students;
- work in an office or on a committee to which students are instructed or informed to report or discuss crimes;
- have oversight for disciplinary procedures; or
- are members of a campus police force or have responsibility for campus security (e.g., security monitor).

Examples of CSAs include but are not limited to academic advisors, resident assistants, student organization faculty advisors, varsity team coaches, athletics administrators, trainers, and student affairs administrators.

What must a CSA report? CSAs must report “allegations made in good faith” regarding certain crimes occurring in specific locations. “Good faith” means there is a reasonable basis for believing that the information is not simply a rumor or hearsay. The allegation need not have already been reported to the police and the CSA is not responsible for determining if a crime took place.

When should I report the crime information I have received? **Immediately!** University police review crime reports immediately to determine the need for a possible **Public Safety Advisory** (timely warning) notice to the campus community.

How do I make a report to Ball State police? If the crime is in progress or is an emergency, call (765) 285-1111. Otherwise, use the **Submit A Report** link on this webpage: www.bsu.edu/fireandsafetyreports.

What kinds of crimes must be reported? Allegations, notices, and disclosures of the following crimes must be reported (see Crime Definitions beginning on page 3):

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| <ul style="list-style-type: none">• Murder and Non-Negligent Manslaughter• Manslaughter by Negligence• Rape• Fondling• Incest• Statutory Rape• Robbery | <ul style="list-style-type: none">• Aggravated assault• Burglary• Motor vehicle theft• Arson• Stalking• Domestic violence• Dating violence• Hazing (new as of January 1, 2025) |
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Hate Crimes: CSAs and the University are also required to report any of the above crimes listed plus the following:

larceny;
simple assault;
intimidation; or
vandalism,

when those crimes are committed due to a bias related to the victim's race, religion, ethnicity, national origin, gender, sexual orientation, gender identity, or disability.

What information do I need when I report as a CSA?

- Date and time of the incident
- The date you received notice of the allegation
- The location of the alleged crime as exactly as possible (building and room #, street address, etc.)
- Description of the alleged crime with as much detail as possible
- Names of identified victim(s) if known (*these are never published or shared further*)
- Names of alleged perpetrator(s) if known
- If you know for certain the incident has already been reported to Ball State or local police, do not report again.

What else do I need to know about my reporting obligations?

Timeliness is crucial. Immediate reporting is critical, especially in ongoing emergency situations that require campus notifications. These periodic solicitations are simply reminders to report; immediate reporting so that police can determine whether to notify the entire campus is the law.

Fires or evidence of fires must be reported immediately to 911 (if fire is present) or to Ball State police at (765) 285-1111 (if suppressed or extinguished) for investigation of possible arson unless you know for certain that the cause of the fire was NOT arson.

CSAs are required also to report emergency situations that pose a threat to employees, students and visitors. Emergency situations include but are not limited to gas leaks, hazardous materials spills, bomb threats, "active shooter" or hostage situations, and any situation requiring a building evacuation. If in doubt, call Ball State police immediately at (765) 285-1111 with your concern.

Reports of missing students should be directed immediately to Ball State police.

Sexual assault, sexual harassment, and other types of sexual misconduct are special cases. If you receive notice of an allegation of this type, you have a responsibility to report it immediately to someone with the authority and ability to investigate it further. The University has numerous obligations in these situations which include timely investigation and resolution, assistance to victims, and training.

- Sexual misconduct regarding alleged behavior by a student should be reported to the Title IX Coordinator at (765) 285-1545 or TitleIX@bsu.edu.
- Incidents of alleged sexual harassment or misconduct by an employee should be reported to John Bowers, Assistant Director of Institutional Equity and Affirmative Action at (765) 285-5163.

- Complaints of sexual harassment or sexual misconduct by someone not associated with Ball State should be reported to University Police at (765) 285-1111.

Where must these crimes occur in order to be included in Ball State's annual report?

- **On campus**—owned/controlled by Ball State within the same reasonably contiguous geographic area and used in direct support of or related to educational purposes (the part of the [parking map](#) in color)
- **Student housing**—residence halls, Scheidler and Anthony apartment complexes, and Greek student housing
- **Non-campus**—off-campus buildings and property owned and controlled by Ball State for educational purposes even if in another city as well as property “owned or controlled by a student organization that is officially recognized by the institution.” Examples include Greek housing on Riverside Ave, EB Ball Center (Minnetrista complex), the Virginia Ball Center for Creative Inquiry, Fisher Center, and CAP:INDY.
- **Public property**—streets and sidewalks within campus or immediately adjacent to and accessible from the campus. An example is Bethel Avenue and its sidewalks from New York Ave to past the tailgating area.

Arrests and Referrals: The University is required to report arrests (including citations) and disciplinary referrals for behavior considered violations of alcohol, drug, and weapons laws. These laws include:

- **Alcohol** - Prohibitions on sale, purchase, possession, use, etc., of alcoholic beverages;
- **Drugs** - Prohibitions on sale, purchase, possession, use, manufacturing, distribution, etc., of controlled substances, narcotics, paraphernalia, and equipment; and
- **Weapons** - Prohibitions on sale, purchase, possession, use, etc., of firearms, explosives, cutting instruments, or other deadly weapons.

Questions? Contact the Office of Student Conduct at (765) 285-5036 or by email at conduct@bsu.edu. Reports of crimes in progress should be made immediately by calling Ball State Police at (765) 285-1111. Other crime reports can be made at the “Submit a Report” button at www.bsu.edu/fireandsafetyreports.

Crime Definitions

These are presented for general information and in alphabetical order for ease of use. CSAs should note that they are not required to determine if a reported crime complies with a specific definition or even if a crime occurred at all: CSAs are to report allegations, notices, and disclosures of crimes made in good faith (see above) and that occurred on-campus, in student housing, on non-campus property (see above), and public property (i.e., streets and sidewalks) that are adjacent to and accessible directly from Ball State's campus.

Aggravated Assault is an unlawful attack by one person upon another for the purpose of inflicting severe or aggravated bodily injury. This type of assault usually is accompanied by the use of a weapon or by means likely to produce death or great bodily harm.

Arson is any willful or malicious burning or attempt to burn, with or without intent to defraud, a dwelling house, public building, motor vehicle or aircraft, personal property of another, etc.

Burglary is the unlawful entry of a structure to commit a felony or a theft.

Dating Violence is defined as violence committed by a person who is or has been in a social relationship of a romantic or intimate nature with the victim. The existence of such a relationship shall be determined based on the reporting party's statement and with consideration of the length of the relationship, the type of relationship, and the frequency of interaction between the persons involved in the relationship. Dating violence includes, but is not limited to, sexual or physical abuse or the threat of such abuse. Dating violence does not include acts covered under the definition of domestic violence.

Destruction/Damage/Vandalism of Property is to willfully or maliciously destroy, damage, deface, or otherwise injure real or personal property without the consent of the owner or the person having custody or control of it.

Domestic Violence is defined as a felony or misdemeanor crime of violence committed--by a current or former spouse or intimate partner of the victim; by a person with whom the victim shares a child in common; by a person who is cohabitating with, or has cohabitated with, the victim as a spouse or intimate partner; by a person similarly situated to a spouse of the victim under the domestic or family violence laws of the jurisdiction in which the crime of violence occurred; or by any other person against an adult or youth victim who is protected from that person's acts under the domestic or family violence laws of the jurisdiction in which the crime of violence occurred.

Fondling is the touching of the private body parts of another person for the purpose of sexual gratification, without the consent of the victim, including instances where the victim is incapable of giving consent because of his/her age or because of his/her temporary or permanent mental incapacity.

Hazing means any intentional, knowing, or reckless act committed by a person (whether individually or in concert with other persons) against another person or persons regardless of the willingness of such other person or persons to participate, that:

- is committed in the course of an initiation into, an affiliation with, or the maintenance of membership in, a student organization; and

- causes or creates a risk, above the reasonable risk encountered in the course of participation in the institution of higher education or the organization (such as the physical preparation necessary for participation in an athletic team), of physical or psychological injury including—

 - whipping, beating, striking, electronic shocking, placing of a harmful substance on someone's body, or similar activity;

 - causing, coercing, or otherwise inducing sleep deprivation, exposure to the elements, confinement in a small space, extreme calisthenics, or other similar activity;

 - causing, coercing, or otherwise inducing another person to consume food, liquid, alcohol, drugs, or other substances;

 - causing, coercing, or otherwise inducing another person to perform sexual acts;

 - any activity that places another person in reasonable fear of bodily harm through the use of threatening words or conduct;

 - any activity against another person that includes a criminal violation of local, State, Tribal, or Federal law; and

any activity that induces, causes, or requires another person to perform a duty or task that involves a criminal violation of local, State, Tribal, or Federal law.

Incest is sexual intercourse between persons who are related to each other within the degrees wherein marriage is prohibited by law

Intimidation is to unlawfully place another person in reasonable fear of bodily harm through the use of threatening words and/or other conduct, but without displaying a weapon or subjecting the victim to actual physical attack.

Larceny-Theft is the unlawful taking, carrying, leading or riding away of property from the possession or constructive possession of another.

Manslaughter by Negligence is defined as the killing of another person through gross negligence.

Motor Vehicle Theft is the theft or attempted theft of a motor vehicle.

Murder and Non-Negligent Manslaughter is defined as the willful (non-negligent) killing of one human being by another.

Rape is the penetration, no matter how slight, of the vagina or anus, with any body part or object, or oral penetration by a sex organ of another person, without the consent of the victim. This offense includes the rape of both males and females.

Robbery is the taking or attempting to take anything of value from the care, custody, or control of a person or persons by force or threat of force or violence and/or by putting the victim in fear.

Stalking is defined as engaging in a course of conduct directed at a specific person that would cause a reasonable person to fear for the person's safety or the safety of others; or suffer substantial emotional distress. For the purposes of this definition: *Course of conduct* means two or more acts, including, but not limited to, acts in which the stalker directly, indirectly, or through third parties, by any action, method, device, or means, follows, monitors, observes, surveils, threatens, or communicates to or about a person, or interferes with a person's property; *reasonable person* means a reasonable person under similar circumstances and with similar identities to the victim; and *substantial emotional distress* means significant mental suffering or anguish that may, but does not necessarily require medical or other professional treatment or counseling.

Simple Assault is an unlawful physical attack by one person upon another where neither the offender displays a weapon, nor the victim suffers obvious severe or aggravated bodily injury involving apparent broken bones, loss of teeth, possible internal injury, severe laceration, or loss of consciousness.

Statutory Rape is sexual intercourse with a person who is under the statutory age of consent

Student Organization means an organization at an institution of higher education (such as a club, society, association, varsity or junior varsity athletic team, club sports team, fraternity, sorority, band, or student government) in which two or more of the members are students enrolled at the institution of higher education, whether or not the organization is established or recognized by the institution.