



HUTCHINSON COMMUNITY COLLEGE

Campus Security Authority (CSA) Report Form

Date of report (mm/dd/yyyy):

Name of CSA:

Phone Number of CSA:

E-mail Address of CSA:

Date incident occurred (mm/dd/yyyy):

If multiple incidents were reported or if the date the incident occurred is unknown, please note below:

Reporting Person Contact Information

Crime Reported by: ☐Victim ☐Third Party

First and Last Name:

Phone Number:

E-mail Address:

If a third party reported the crime to you, please enter the relationship of the third party to the victim:

Agency Notified

If, to your knowledge, a law enforcement agency was notified, enter the name of agency:

Does the victim want the incident reported to law enforcement? ☐Yes ☐No

Incident Information

Location of incident (*building name, street address, office number*):

Time of incident (*if known*):

Incident description (*Provide specific, detailed information. Attach extra page, if needed*):

Incident category: (*See attached for definitions.*)

Check all that apply.

☐ Homicide

☐ Sex Offense

☐ Aggravated Assault

☐ Burglary

☐ Robbery

☐ Arson

☐ Motor Vehicle Theft

☐ Dating Violence

- | | |
|---|---|
| <input type="checkbox"/> Domestic Violence | <input type="checkbox"/> Arrest for Drug Law Violation |
| <input type="checkbox"/> Stalking | <input type="checkbox"/> Arrest for Weapons Law Violation |
| <input type="checkbox"/> Arrest for Liquor Law Violation | |
| <input type="checkbox"/> College Disciplinary Referral for Liquor Law Violation | |
| <input type="checkbox"/> College Disciplinary Referral for Drug Law Violation | |
| <input type="checkbox"/> College Disciplinary Referral for Weapons Law Violation | |
| <input type="checkbox"/> I am not sure how to classify this incident. | |
| <input type="checkbox"/> Hate Crime (<i>see below for additional information regarding crime motivated by bias</i>) | |
| <input type="checkbox"/> Other. If the appropriate crime category was not listed above, please describe the crime: | |

Is there any evidence that this crime was motivated by bias? ☐ Yes ☐ No

If Yes, check all categories of prejudice that apply.

- | | | |
|-------------------------------------|--|---|
| <input type="checkbox"/> Race | <input type="checkbox"/> Gender Identity | <input type="checkbox"/> National Origin |
| <input type="checkbox"/> Ethnicity | <input type="checkbox"/> Gender | <input type="checkbox"/> Sexual Orientation |
| <input type="checkbox"/> Disability | <input type="checkbox"/> Religion | |

If you answered "Yes" to the Motivated by Bias question, provide a brief summary of the evidence supporting a potential bias motivation:

Location

What best describes the location of the crime? (*If the crime occurred in multiple places, circle all that apply. See the attached for more information on geography.*)

- ☐ On campus, residence hall or official campus housing
- ☐ On campus, not in a residence hall or official campus housing
- ☐ Public property immediately adjacent to campus
- ☐ Non-campus property owned, leased or controlled by the college
- ☐ Unknown location, other
- ☐ I do not know which category this location would fall under.

Please review the information within the form. When complete, submit the form to:

HutchCC Security Office
 Attention: Coordinator of Campus Safety
 1300 N Plum
 Hutchinson, KS 67501
 620-665-3379
 safety@hutchcc.edu

Table 1 Crime Definitions

Crime	Definition
Homicide	<ul style="list-style-type: none"> • Murder/non-negligent manslaughter: The willful (non-negligent) killing of one human being by another • Negligent Manslaughter: The killing of another person through gross negligence
Sex Offenses	<ul style="list-style-type: none"> • Sex offenses: Any sexual act directed against another person without the consent of the victim, including instances where the victim is incapable of giving consent • Rape: 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 • Fondling: 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 • Incest: Sexual intercourse between persons who are related to each other within the degrees wherein marriage is prohibited by law • Statutory Rape: Sexual intercourse with a person who is under the statutory age of consent. In Kansas, the age of consent is 16.
Robbery	<ul style="list-style-type: none"> • 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
Aggravated Assault	<ul style="list-style-type: none"> • Unlawful attack by one person upon another for the purpose of inflicting severe or aggravated bodily injury
Burglary	<ul style="list-style-type: none"> • Unlawful entry of a structure to commit a felony or a theft
Motor Vehicle Theft	<ul style="list-style-type: none"> • The theft or attempted theft of a motor vehicle
Arson	<ul style="list-style-type: none"> • 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, etcetera.
Dating Violence	<ul style="list-style-type: none"> • Violence committed by a person who is or has been in a social relationship of a romantic or intimate nature with the victim; and where the existence of such a relationship shall be determined based on a consideration of the following factors: <ul style="list-style-type: none"> ○ the length of the relationship ○ the type of the relationship ○ the frequency of interaction between the persons involved in the relationship

Crime	Definition
Domestic Violence	<ul style="list-style-type: none"> Felony or misdemeanor crimes 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 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
Stalking	<ul style="list-style-type: none"> Engaging in a course of conduct directed at a specific person that would cause a reasonable person to fear for his or her safety or the safety of others, or suffer substantial emotional distress
Liquor Law Violation	<ul style="list-style-type: none"> The violation of state or local laws or ordinances prohibiting the manufacture, sale, purchase, transportation, possession, or use of alcoholic beverages
Drug Law Violation	<ul style="list-style-type: none"> The violation of laws prohibiting the production, distribution and/or use of certain controlled substances and the equipment or devices utilized in their preparation and/or use
Illegal Weapons Possession	<ul style="list-style-type: none"> The violation of laws or ordinances prohibiting the manufacture, sale, purchase, transportation, possession, concealment, or use of firearms, cutting instruments, explosives, incendiary devices, or other deadly weapons
Larceny-theft	<ul style="list-style-type: none"> The unlawful taking, carrying, leading, or riding away of property from the possession or constructive possession of another
Simple Assault	<ul style="list-style-type: none"> An unlawful physical attack by one person on 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
Intimidation	<ul style="list-style-type: none"> 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
Destruction/damage/vandalism of property	<ul style="list-style-type: none"> To willfully and 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

Geography Definitions

On campus:

- Any building or property owned or controlled by an institution within the same reasonably contiguous geographic area and used by the institution in direct support of, or in a manner related to, the institution's educational purposes, including residence halls: and
- Any building or property that is within or reasonably contiguous to the area identified in paragraph (1) of this definition, that is owned by the institution but controlled by another person, is frequently used by students, and supports institutional purposes (such as food or other retail vendors)

Non-campus building or property:

- Any building or property owned or controlled by a student organization that is officially recognized by the institution; or
- Any building or property owned or controlled by an institution that is used in direct support of, or in relation to, the institution's educational purposes, is frequently used by students, and is not within the same reasonably contiguous geographic area of the institution

Public property:

- All public property, including thoroughfares, streets, sidewalks, and parking facilities, that is within the campus, or immediately adjacent to and accessible from the campus