



November 2, 2009

Dear Advisor,

Enclosed you will find a brochure that explains the reporting obligations of a campus security authority and campus crime reporting procedures. In support of a safe environment, Minnesota State University, Mankato complies with the federal Clery Act which designates certain individuals as campus security authorities responsible for reporting suspected campus crime. Your position as Advisor has been identified as fitting the definition of a campus security authority.

In accordance with federal law, the University is required to compile and accurately disclose “statistics concerning the occurrence of certain criminal offenses reported to the local police agency or any official of the institution who is defined as a campus security authority. According to the Federal Register, Vol. 64, No. 210, “In addition to campus law enforcement staff, a campus security authority is someone with significant responsibility for student and campus activities. For example, a dean of students who oversees student housing, a student center, or student extra-curricular activities, has significant responsibility for student and campus activities. Similarly, a director of athletics, team coach, and advisor to a student group also has significant responsibility for student and campus activities.”

Campus safety is an important consideration for all members of the Minnesota State University, Mankato community. To further understand and fulfill your legal reporting obligations, you may find the attached brochure helpful. **In order for the student group to receive recognition, you must select “approve” at the bottom of the recognition form, which is your electronic signature and acknowledgement indicating that you understand your responsibilities as a Campus Security Authority.**

Thank you for taking time out of your busy schedule to do your part in promoting a safe and respectful campus environment.

Sincerely,

A handwritten signature in cursive script that reads "Walter Wolff".

Walter Wolff

Interim Dean of Students

office of student affairs

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