



# Coaches

# Training

2021-2022

# Agenda



Clery Act

Our Staff

How Are Sport Clubs Run?

Your Role and Responsibilities

Aligning Expectations

Whose Job Is It?

Scenarios

Things to be aware of...

Forms

Meetings

Sport Club Office Information

# Clery Act

# Clery Act Training for Campus Security Authorities: **Sport Club Coaches**

- Overview of the Clery Act
- Campus Security Authority (CSA) reporting responsibilities
- Resources for CSAs and Students
- Questions



# *What is the Clery Act and what does it have to do with being a Sport Club Coach?*

- The Jeanne Clery Disclosure of Campus Security Policy and Campus Crime Statistics Act (Clery Act), signed in 1990, is a consumer protection law that aims to provide transparency around campus crime policy, response, and statistics.
- All colleges and Universities that receive federal financial aid funds are required to comply.

# What is the Clery Act ?

- Main Clery Act compliance areas:
  - Publish a Daily Crime Log and Daily Fire Log
    - <https://police.ucdavis.edu/data/crime-logs>

UC DAVIS POLICE DEPARTMENT CRIME LOG 09/15/2021							
<u>Case Number</u>	<u>Location</u>	<u>Date Reported</u>	<u>Time</u>	<u>Date Occurred</u>	<u>Time Occurred</u>	<u>Type</u>	<u>Dispo</u>
C21-0731	255 Cousteau Pl	9/15/2021	8:45:00	09/14/21-09/15/21	15:00:00-05:45:00	Theft of Vehicle Parts	Suspended. No leads
C21-0732	1333 Research Park Dr	9/15/2021	9:37:00	9/15/2021	08:32:00-09:12:00	MSR-Found Property	Closed. No further action
C21-0733	1580 Jade St	9/15/2021	10:23:00	9/15/2021	10:22:00	Burglary	Suspended. No leads
C21-0734	540 Regan Hall Cir	9/15/2021	10:25:00	09/07/21-09/09/21	08:00:00-23:59:00	Petty Theft	Suspended. No leads
C21-0735	Straloch Rd/W of Hopkins Rd	9/15/2021	14:38:00	Unknown	Unknown	Vandalism	Suspended. No leads
C21-0736	336 Howard Way	9/15/2021	19:55:00	9/15/2021	17:00:00-17:15:00	MSR-Assist Citizen	Closed. No further action
M21-0567	2315 Stockton Blvd	9/15/2021	11:46:00	9/15/2021	11:40:00-11:50:00	MSR-Narcotics seized/destroyed	Closed. No further action
M21-0568	2315 Stockton Blvd	9/15/2021	13:00:00	9/15/2021	13:00:00	MSR-Notice of Juvenile runaway issued	Closed. No further action
M21-0569	4422 Y St	9/15/2021	13:05:00	08/29/21-9/15/21	12:00:00-13:05:00	MSR-Loaded firearm found in rental car	Closed. No further action

# What is the Clery Act ?

- Main Clery Act compliance areas :
  - Publish a Daily Crime Log and Daily Fire Log
  - **Issue Timely Warning and Emergency Notifications**

## UC Davis Police Department

CLERY NOTICE

Case # C21-0683

Date: 8/30/2021

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### WHAT IS THIS NOTICE

CLERY notices are released by the UC Davis Police Department when certain crimes are reported on or near campus property, in compliance with federal law. These notifications provide information about campus safety situations, and allow campus community members to take precautions for personal safety. If you would like to learn more about why these alerts are sent to you by the UC Davis Police Department please visit the CLERY website at <https://clerycenter.org/summary-jeanne-clery-act>

### LOCATION OF INCIDENT/CRIME

425 Atrium Way, Davis, CA (Russell Park Apartments) / 459 PC - Burglary

### SUMMARY OF CRIME/INCIDENT

On 8/30/21 between 7:00 am and 11:30 am, Victim returned home to find that someone had entered his apartment through an unlocked patio door (that leads into a walled patio space). Various electronics were taken.

Suspect: Unknown Suspect(s)

Vehicle: Unknown

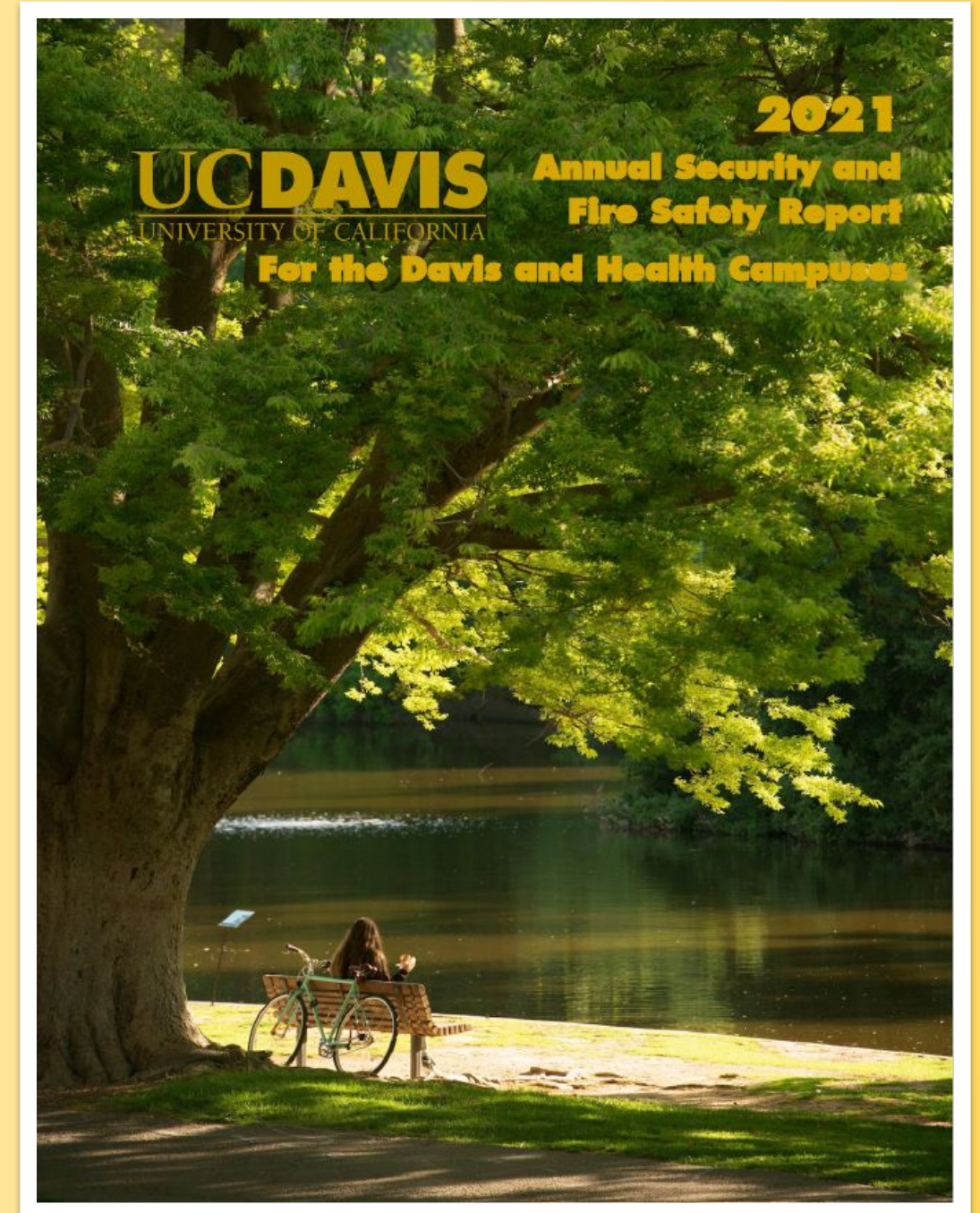
Also includes safety recommendations and updates

**UC DAVIS**



# What is the Clery Act ?

- Main Clery Act compliance responsibilities:
  - Publish a Daily Crime Log and Daily Fire Log
  - Issue Timely Warning and Emergency Notifications
  - **Publish the Annual Security and Fire Safety Report**





# What is the Clery Act ?

- Main Clery Act compliance areas:
  - Publish a Daily Crime Log and Daily Fire Log
  - Issue Timely Warning and Emergency Notifications
  - Publish the Annual Security and Fire Safety Report
  - **Identify and Train Campus Security Authorities (CSAs)**

Campus Security Authorities are individuals or organizations with specific crime-reporting responsibilities under the Clery Act.

CSAs include:

- ✓ UCD Police Department and other individuals with campus safety and security responsibilities
- ✓ *An official of an institution who has significant responsibility for student and campus activities, including, but not limited to, student housing, student discipline, and campus judicial proceedings.*

# What is the Clery Act *and what does it have to do with being a Sport Club Coach?*

An official of an institution who has significant responsibility for student and campus activities, including, but not limited to, student housing, student discipline and campus judicial proceedings.

- ✓ Ben Dao, Shannan Rowe and Joaquin Feliciano (plus ~1300 others)
- ✓ Orientation Leaders & Student Housing Community Assistants
- ✓ Chancellor and Department Heads
- ✓ **ICA and Sport Club Coaches and Trainers**

# What are my responsibilities as a CSA?

- ✓ Complete Clery Act CSA Training
- ❑ **Report** any **Clery Act crime or incident** that occurred within **UCD's Clery Act geography** immediately or as soon as reasonably practicable after witnessing or learning of the incident.



# What are Clery Act crimes?

- Murder / Manslaughter
- Rape\*
- Fondling\*
- Incest\*
- Statutory Rape\*
- Robbery
- Aggravated Assault
- Burglary
- Motor Vehicle Theft
- Arson
- Domestic Violence\*
- Dating Violence\*
- Stalking\*
- **Arrests or Disciplinary Referrals** for Weapons/Drug/Liquor Law Violations
- Hate crimes...

*\* Potential additional responsible employee and mandated reporter requirements*

# What are Clery Act crimes?

- **Hate crimes** are reportable Clery Act crimes if they include any of the crimes listed earlier OR:
  - Larceny
  - Simple Assault
  - Intimidation
  - Destruction/Vandalism
- AND include evidence that the victim was intentionally selected because of the perpetrator's bias against the victim
  - Race; Gender; Gender Identity; Religion; Sexual Orientation
  - Example

# What are Clery Act crimes?

## Clery Act crimes, abridged:

- Violent crimes
- Burglary, Motor Vehicle Theft, Arson
- Weapons/Drugs/Alcohol
- Targeted Hate Crimes

## What if I'm not sure if something is a Clery-reportable crime?

- Report it
- Ask Joaquin\*
  - jbfeliciano@ucdavis.edu or (530) 752-9050
- [clery.ucdavis.edu/csas](https://clery.ucdavis.edu/csas)

### Campus Security Authorities

Clery Act • Campus Security Authorities

#### Campus Security Authorities

[Clery Crimes](#)

[Clery Geography](#)

[Crime Report Form](#)

[FAQs](#)

Campus Security Authorities (CSAs) are responsible for reporting any [Clery crimes](#) that they witness or are reported to them and that occurred within [UC Davis' Clery geography](#). Employees whose job functions fall into one of the following categories are identified as CSAs:

- Campus police department or security department employees.
- Any individual or individuals who have responsibility for campus security but who do not constitute a campus police department or a campus security department (e.g., an individual who is responsible



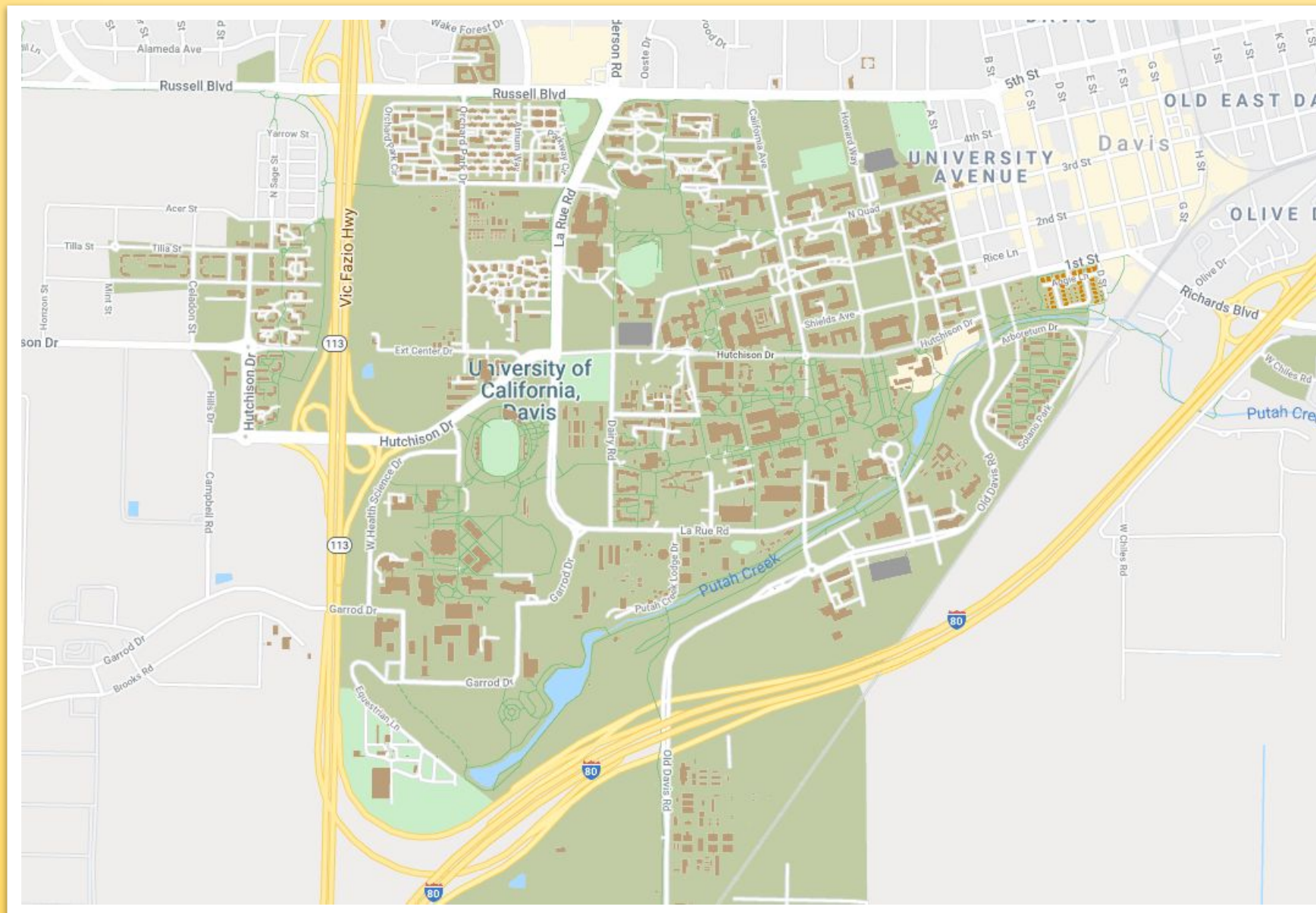
# What are my responsibilities as a CSA?

- ✓ Complete Clery Act CSA Training
- ✓ Report any Clery Act crime or incident that occurred within **UCD's Clery Act geography** immediately or as soon as reasonably practicable after witnessing or learning of the incident.

# What is UCD's Clery Act Geography?

UCD's Clery Act geography includes:

- Davis or UCD Health campus property
- Public property immediately adjacent to the Davis or Health Campus



# What is UCD's Clery Act Geography?

**UCD's Clery Act geography** includes:

- Davis or UCD Health campus property
- Public property immediately adjacent to the Davis or Health Campus;

AND

- Non-campus buildings that are owned or controlled by UC Davis and support the educational mission of the University and are frequently or regularly used by students
  - Off-campus sorority and fraternity houses
  - Tahoe Environmental Research Center
  - Off-campus training or event facilities
  - *Study Abroad, ICA, and Sport Club housing during travel*
    - 2 or more nights
    - Contract (Air BnB vs private home stay)



# What is UCD's Clery Act Geography?

## **Clery crimes, abridged:**

- Violent crimes
- Burglary, Motor Vehicle Theft, Arson
- Weapons/Drugs/Alcohol
- Targeted Hate Crimes

## **Clery Geography, abridged:**

- On or touching campus
- Owned or controlled by UCD, used by students
- Temporary stay by UCD students

## **Not sure?**

- Report it
- Ask Joaquin\* at jbfeliciano@ucdavis.edu or (530) 752-9050
- [clery.ucdavis.edu/csas](https://clery.ucdavis.edu/csas)

# Reportable or Not Reportable?

After returning from a 6-day team trip to Bend, OR to compete in the 2021 Cascade Cycling Classic stage race, a member of the UCD Sport Club Cycling team informs you that someone broke into their room at the Bend Motel 6 on the third night of their stay and stole their laptop.

## **Clery crimes, abridged:**

- Violent crimes
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# Reportable!

*Clery crime; In Clery geography*

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- **Temporary stay by UCD students**



# Reportable or Not Reportable?

Another member of the Cycling Team reported that, while on a training ride this morning on Pleasants Valley Rd, West of Winters CA, they were robbed at gunpoint by two people driving a brown pick up truck. The perpetrators stole the team member's wallet, smartphone, and bicycle.

## **Clery crimes, abridged:**

- Violent crimes
- Burglary, Motor Vehicle Theft, Arson
- Weapons/Drugs/Alcohol
- Targeted Hate Crimes

## **Clery Geography, abridged:**

- On or touching campus
- Owned or controlled by UCD, used by students
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# *Not Reportable*

## *Clery crime; Not in Clery geography*

Another member of the Cycling Team reported that, while on a training ride this morning on Pleasants Valley Rd, West of Winters CA, they were robbed at gunpoint by two people driving a brown pick up truck. The perpetrators stole the team member's wallet, smartphone, and bicycle.

### **Clery crimes, abridged:**

- **Violent crimes (Robbery)**
- Burglary, Motor Vehicle Theft, Arson
- Weapons/Drugs/Alcohol
- Targeted Hate Crimes

### **Clery Geography, abridged:**

- On or touching campus
- Owned or controlled by UCD, used by students
- Temporary stay by UCD students

# Reportable!

## *Clery crime; In Clery geography*

Another member of the Cycling Team reported that, while on a training ride this morning on **Old Davis Rd. just past the Mondavi Center** they were robbed at gunpoint by two people driving a brown pick up truck. The perpetrators stole the team member's wallet, smartphone, and bicycle.

### Clery crimes, abridged:

- **Violent crimes (Robbery)**
- Burglary, Motor Vehicle Theft, Arson
- Weapons/Drugs/Alcohol
- Targeted Hate Crimes

### Clery Geography, abridged:

- **On or touching campus**
- Owned or controlled by UCD, used by students
- Temporary stay by UCD students



# How do I make a CSA report?

- In an **emergency**, call 911 or, if on campus, (530) 752-1230
- **Record** basic information
  - What occurred, when and where did it occur
  - Do not investigate further
- **Inform/Remind** the student you may be required to make a CSA report
  - Do not promise complete confidentiality
  - **However**, it's the victim's choice whether to disclose their identity
- **Call** UCDPD Dispatch at (530) 752-1727
  - Identify yourself as a CSA and give the dispatcher the information you collected about the incident
  - **However**, do not share victim's or accused's identities without permission
- A UCDPD patrol officer will contact you to review your report and may ask **follow up** questions.

# How do I make a CSA report?

*Hello, my name is Joaquin Feliciano and I'm the coach of the UCD Cycling Team. I'm calling to report a crime as a Clery Act Campus Security Authority...A student reported to me that they were robbed at gunpoint by two men earlier this morning at about 8:00am on Old Davis Rd, near the traffic circle by the Mondavi Center....My call back number is (530) 123-4567...*

*...They said it was two men driving a brown pick up truck. One of them had a gun...I don't have any additional information about the incident...I don't have permission to share the victim's name...I don't know if they called the police at the time...I have a CA driver's license. The number is...*



# What happens after I make a CSA Report?

- Follow up by UCDPD Patrol Officer
- Assessment for Timely Warning Notice
- Inclusion of information in the Daily Crime Log
- Assessment for inclusion in the Annual Security and Fire Safety Report

## UC Davis Police Department

CLERY NOTICE

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On 8/30/21 between 7:00 am and 11:30 am, Victim returned home to find that someone had entered his apartment through an unlocked patio door (that leads into a walled patio space) and electronics were taken.

**Suspect:** Unknown Suspect(s)

**Vehicle:** Unknown

## Daily Police Logs

Police Department • Crime Data • Daily Police Logs

The Clery Act requires the UC Davis Police Department to provide public access to the department's crime log, and to this end, we have taken proactive steps to ensure crime data is readily available.

On this page you will find our crime log posted by month and day. Printed copies are available in our lobby on the Davis and Sacramento campuses.

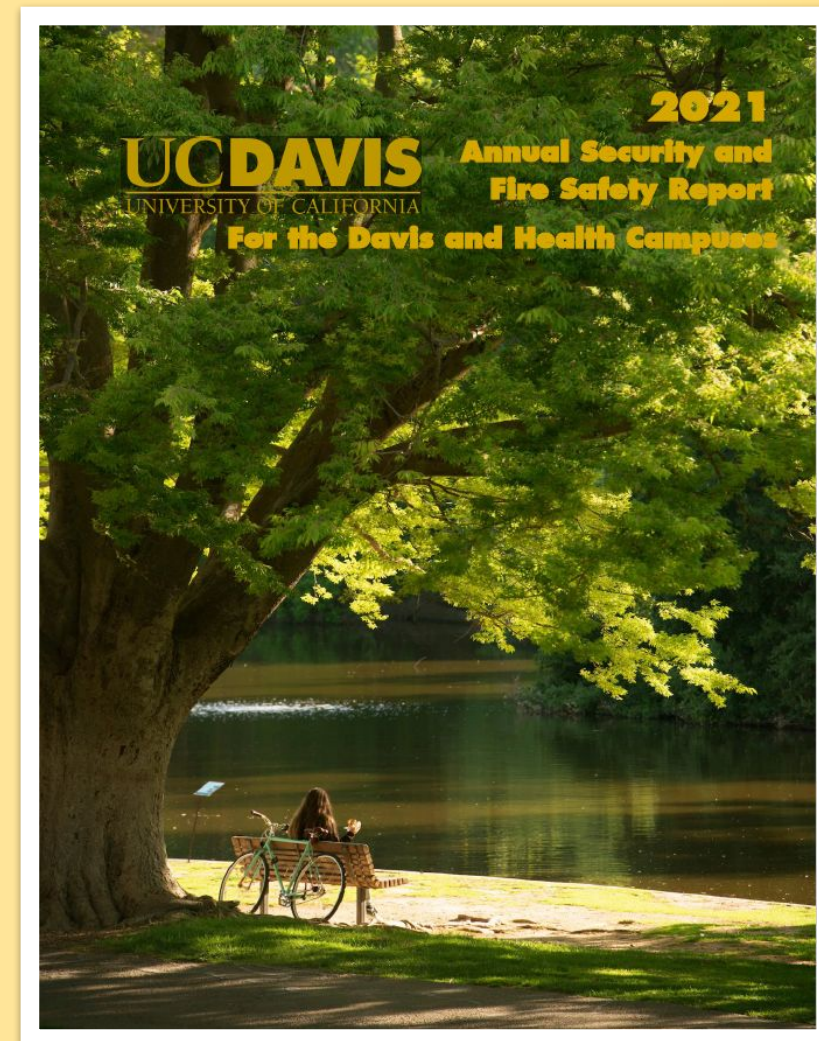
### Sept 2021

• [09/01/2021](#)  
• [09/02/2021](#)  
• [09/03/2021](#)  
• [09/04/2021](#)  
• [09/05/2021](#)

• [09/06/2021](#)  
• [09/07/2021](#)  
• [09/08/2021](#)  
• [09/09/2021](#)  
• [09/10/2021](#)

• [09/11/2021](#)  
• [09/12/2021](#)  
• [09/13/2021](#)  
• [09/14/2021](#)  
• [09/15/2021](#)

Online Reports



# UC DAVIS



# Resources for CSAs and Athletes

- **Student Health and Counseling Services (SHCS)\***
  - shcs.ucdavis.edu
  - (530) 752-2349
- **Center for Advocacy, Resources, and Education (CARE)\***
  - care.ucdavis.edu
  - (530) 752-3299
- **Ombuds Office\***
  - ombuds.ucdavis.edu
  - (530) 219-6750
- **Academic and Staff Assistance Program (ASAP)\***
  - <https://www.hr.ucdavis.edu/departments/asap>
  - (530) 752-2727
- **Office of Student Support and Judicial Affairs**
  - ossja.ucdavis.edu
  - (530) 752-1128
- **Joaquin Feliciano, Clery Compliance Coordinator**
  - jbfeliciano@ucdavis.edu
  - (530) 752-9050

# Take Aways and Questions

- ✓ As Campus Security Authorities, sport club coaches are required to report Clery Act crimes that occurred on UCD's Clery Act geography to the UCDPD.
- ✓ Inform athletes of this responsibility early in the season.
- ✓ Remember to share support resources
- ✓ If you're not sure whether something is reportable:
  - Report it
  - Ask Joaquin\* at jbfeliciano@ucdavis.edu or (530) 752-9050
  - UCD Clery CSA website: [clery.ucdavis.edu/csas](https://clery.ucdavis.edu/csas)
- ✓ Also contact Joaquin for practice or to discuss concerns
- ✓ Quarterly CSA reminders from Joaquin
- ✓ Thanks and Congratulations!

# Our Staff

## *Sport Clubs*

### *Administration*

Director, Campus Recreation - Deb Johnson

Associate Director - Jeff Heiser

Assistant Director - Ben Dao

Sport Clubs Coordinator -

Athletic Trainer - Shannan Rowe

#### STUDENT STAFF:

Managers - each assigned 2-4 Sport Clubs

Supervisors - on field contacts for practices and games

Recorders - in office contacts for all paperwork



WHAT IS SPORT CLUBS?



Extracurricular  
program for  
students

Built and led by the  
students

Home away from  
home

**OUR STUDENTS!!!**

Did we say that enough?

# ***Your Role and Responsibilities***

## **You are the COACH**

- Responsible for skill improvement, workouts, game strategy, and other coaching decisions
- Help to ensure good sportsmanship at all times and always conduct themselves in a positive matter to represent UC Davis
- Adhere to all UC Davis, CR, and Sport Clubs policies and procedures
- You take over at practices and games, but everything is run through the student leaders!

Align **your** expectations with  
the **club's** expectations before  
the season starts!

# WHOSE JOB IS IT?

Creating and following a budget

Making line-ups

Fundraising

Asking questions to SC Office

Disciplining players

Help develop students on and off  
field





## SCENARIOS

- An athlete texts you late at night asking about tomorrow's practice.
- You overhear your team talking about some questionable actions from a party over the weekend.
- A parent reaches out to you, expressing concern about their child's health and safety.

# THINGS TO BE AWARE OF:

- Discrimination and harassment
- Sexual violence and assault
- Hazing
- Alcohol/Drug Abuse
- Concussions
  - YOU ARE A MANDATED REPORTER
- Who can help?

# Forms

- Waivers on Fusion
- Travel requests on DSE
- In-state Travel - at least 2 weeks
- OOS Travel - at least 1 month
- Fleet - Not required; 2 weeks
- Facility Requests - as early as possible!!!

# Fines

Fines for no/late paperwork and missed meetings mostly range from \$25-\$50 per offense and increase with each offense

# New Coaches Volunteer Form

New coaches  
volunteer form can be  
found on the officer  
resources page!

Due on October 29!

UC Davis

Volunteer Information Record

1

Volunteer completes this section

Volunteer's Name:	
Department:	
Date of Birth:	
Local Address (Street/City/State/Zip):	
Permanent Address (Street/City/State/Zip):	
Phone:	
Alternate Phone:	
Emergency Contact and Phone:	

Volunteer Activity

2

Department completes the rest of this form

Name of Volunteer's Supervisor:		Phone Number:	
Eligibility Checklist	1. Access to University financial accounts or funds? <input type="checkbox"/> Yes <input type="checkbox"/> No		
Do any of the following apply?  If "yes" to any of the following, a volunteer shall not be assigned such tasks.	2. Access to master key? <input type="checkbox"/> Yes <input type="checkbox"/> No		
	3. Access to confidential records or information? <input type="checkbox"/> Yes <input type="checkbox"/> No		
	<input checked="" type="checkbox"/> 4. Access to controlled substances? <input type="checkbox"/> Yes <input type="checkbox"/> No		
	5. Contact with hazards that require medical monitoring? <input type="checkbox"/> Yes <input type="checkbox"/> No		

Please retain this form in your department files. Workers' Compensation (530-752-7243) will request a copy should an injury or illness be reported.

UC Davis

Volunteer Information Record

Brief Description of Volunteer Activity:			
Beginning Date of Volunteer Activity:		End Date:	
Do any of the following apply?  If "yes" to any of the following, a Background Check is required.	1. Care or security of patients, children, the elderly, handicapped, or mentally impaired? <input type="checkbox"/> Yes <input type="checkbox"/> No		
	2. Handling of animals? <input type="checkbox"/> Yes <input type="checkbox"/> No		
	3. Handling of cash? <input type="checkbox"/> Yes <input type="checkbox"/> No		
	4. Use of or contact with hazardous substances, dangerous equipment, or materials? <input type="checkbox"/> Yes <input type="checkbox"/> No		
	5. Access to building or office keys? <input type="checkbox"/> Yes <input type="checkbox"/> No		
Volunteer Packet Checklist	<input type="checkbox"/> Background check completed and volunteer cleared for assignment, if applicable	Date:	
	<input type="checkbox"/> Oath and Pledge signed and returned by Volunteer	Date:	
	<input type="checkbox"/> UC Davis Principles of Community provided to volunteer	Date:	
	<input type="checkbox"/> Sexual Violence and Sexual Harassment Policy (PPM 400-20) provided to volunteer	Date:	
	<input type="checkbox"/> Electronic Communications – Allowable Use Policy, Exhibit A, Acceptable Use (PPM 310-23) provided to volunteer	Date:	
Supervisor's Signature:		Date:	

Please retain this form in your department files. Workers' Compensation (530-752-7243) will request a copy should an injury or illness be reported.



# Meetings and Due Dates

## Monthly Meetings:

- First meeting is November 8 from 4:30-5:30

## Due Dates

- All due dates are located in the sport clubs handbook in the calendar section
- Upcoming due date, on October 29
  - CPR/First Aid and concussion certs for safety officers
  - Practice requests for winter quarter
  - Updated constitutions
  - Coaches volunteer contract

Missing and late forms will result in fines for your club!

# Updated COVID Policies

## Phase 4 Sport Clubs Plan

- <https://docs.google.com/document/d/1oigN3JI2xV-FZyJk9E0KTZYJSOQk2O5PJOZ7qfsNd2s/edit>

# SPORT CLUB OFFICE

## Location

2nd floor, ARC

## Office Hours

M-F, 10 am - 5 pm

Questions?