SCLEA Attachments

Attachment A: 2011 SCLEA Question Appraisal Report
Attachment B: SCLEA instrument
Attachment C: SCLEA Expert Panel Report
Attachment D: Cognitive test cover letter
Attachment E: Nonresponse call script for cognitive interviews
Attachment F: FAQs
Attachment G: Cognitive interview protocol
Attachment H: Verification call script
Attachment I: IRB determination

April 2020

2019 Survey of Campus Law Enforcement Agencies (SCLEA)

Question Appraisal Report

Prepared for:

U.S. Department of Justice
Office of Justice Programs
Bureau of Justice Statistics
810 Seventh Street, NW
Washington, D.C. 20531

Prepared by

RTI International
3040 Cornwallis Road
Research Triangle Park, NC 27709

RTI Project Number 0216089.000.002

I.   Introduction

The 2019 Survey of Campus Law Enforcement Agencies (SCLEA) is a self-reported survey data collection including all campus security and law enforcement agencies across the United States. In preparation for data collection, RTI International (RTI) reviewed the 2011 SCLEA to examine survey questions and response options and identify challenges or issues that may need revision prior to the forthcoming 2019 SCLEA survey administration.

Achieving a high overall survey response rate is of specific importance to the Bureau of Justice Statistics (BJS), however law enforcement agency (LEA) staff have limited time and resources to devote to completing surveys. As a result, all efforts should be made to design an efficient survey instrument that reduce burden and gather the information needed to address overall study goals

This report describes an independent evaluation of the 2011 CJ-42L survey instrument by two RTI survey methodologists with specific experience in designing and conducting LEA surveys. Our review focuses on question and response wording, design of each question, potential for item nonresponse, and burden placed on the respondent. Section II of this report covers global findings from the review. Section III provides an item-by-item review. Where appropriate, we highlight concerns and provide recommendations.

II.   Global Findings

Our analysis of the 2011 CJ-42L instrument identified the following global issues/concerns:

1. The 2011 SCLEA implemented a long version and a short version of the CJ-42. The fact that a short version was offered suggests survey length/burden may have contributed to lower response. This may have been exacerbated by the design of many of the questions. The following section provides specific examples of burdensome questions and ways to reduce the burden. We recommend that the content of the survey be reviewed to ensure alignment with the analysis plan.

2. Questions asking for numeric data can be very useful during analysis. However, organizing and reporting these data can be very burdensome to some agencies. Data retention and retrieval among LEAs vary. Some agencies have advanced systems that allow for easy data extraction, while other agencies rely on less robust systems that can make requests for numeric data burdensome and at risk for high levels of item-nonresponse. We have reviewed each of these items carefully to determine both the respondent's level of burden and whether data retrieval is even possible. For all open-ended items requesting numeric data, we recommend including an "[ ] *Estimate*" box to help reduce respondent burden. This is routinely offered on other current and past BJS survey efforts.

3. The two-column paper survey form design is efficient in many ways. However, there is a reduction in "white space" which can increase the perceived burden by respondents. Preserving white space on paper survey instruments helps to reduce the complexity and allows respondents to easily focus on the question and response categories. Several recent BJS surveys have switched to a one-column design and RTI recommends that the CJ-42 instrument follow that convention. In the next section, we provide various examples of how questions can be redesigned to increase white-space through the use of a one-column paper design.

4. The instrument includes reference dates/periods within some of the questions, but many questions are missing this information. Furthermore, standardizing the reference dates/periods at the beginning of the questions would be recommended for consistency with other BJS surveys, such as the Law Enforcement Management and Administrative Statistics (LEMAS), Census of State and Local Law Enforcement (CSLLEA), and Census of Law Enforcement Training Academies (CLETA). A reference period of academic year/calendar year/fiscal year or reference date should be considered on most or all the items in the SCLEA instrument.

5. Item-level instructions are presented inconsistently; standardizing the format of instructions may increase respondent compliance with guidance provided. Several questions in the CJ-42 deviated from standardized instructions, sometimes due to the space limitations of a two-column survey design. This can be resolved with a one-column format.

6. Tables with multiple open fields should include a column or row for totals to be calculated. This has become common practice on other BJS surveys as inclusion allows the respondent to visually check the input of individual data fields they are entering.

7. Many questions ask respondents to report for sworn personnel, only to have a question downstream that asks for the same information about nonsworn personnel. The CJ-42 questionnaire could be considerably reduced in length by either combining these questions to ask about both sworn and nonsworn officers including multiple columns or rows within a table to collect data on sworn and nonsworn officers separately, unless BJS prefers to have these combined. Several questions on the LEMAS survey have single questions that include data on both sworn and non-sworn personnel. Recommendations are provided in the next section.

III. Item-by-Item Findings

The following provides the results of our item-by-item review of questions from the 2011 CJ-42L SCLEA form.

2011 CJ-42L Instrument Review

> **AGENCY INFORMATION**
>
> **3.** Who employs the officers that provide the **routine law enforcement services such as patrol or responding to calls for service** on campus? *Please select ALL that apply.*
> - ○ Campus police/security agency
> - ○ Municipal/county police agency
> - ○ Sheriff's office/department
> - ○ State law enforcement agency (non-campus)
> - ○ Private security firm
> - ○ Other – please specify:_____
> - ○ None of these

Issues: A reference date is missing from this question.

Recommendations: Consider adding a reference date that aligns with the beginning of the 2021 academic year to the question:

> As of [DATE], who employs the officers that provide the **routine law enforcement services such as patrol or responding to calls for service** on campus? *Please select ALL that apply.*

> **4.** Who employs the officers that provide the **security for special events** on campus? *Please select ALL that apply.*
> - ○ Campus police/security agency
> - ○ Municipal/county police agency
> - ○ Sheriff's office/department
> - ○ State law enforcement agency (non-campus)
> - ○ Private security firm
> - ○ Other – please specify:_____
> - ○ None of these
>
> **NOTE:** If your college/university does NOT have a campus police/security agency, please stop here and return this questionnaire in the envelope provided. If your college/university does have a campus police/security agency, please continue with Question 5.

Issues: A reference date is missing from this question.

The exclusion note in the shaded box is very important and should be made more prominent to ensure respondents see the instruction. This will avoid unnecessary burden placed on agencies that are ineligible but continue to complete the survey instrument.

Recommendations: Consider adding a reference date that aligns to the start of the 2021 academic year to the question and a more prominent exclusion instruction:

As of [DATE], who employs the officers that provide **security for special events** on campus? *Please select ALL that apply.*

Questions 3 and 4 could be combined into a table to reduce respondent burden. If it is decided to combine these questions, an example of the revised format is shown below:

---

4. As of [DATE], who employs the officers that provide…

Mark [X] all that apply.

	…routine law enforcement services such as patrol or responding to calls for service.	… security for special events.
a. Campus police/security agency	[ ]	[ ]
b. Municipal/county police agency	[ ]	[ ]
c. Sheriff's office/department	[ ]	[ ]
d. State law enforcement agency (non-campus)	[ ]	[ ]
e. Private security firm	[ ]	[ ]
f. Other – Please specify: _____	[ ]	[ ]
g. None of these	[ ]	[ ]

⟶ If your college/university does **NOT** have a campus police/security agency, please **STOP** here and return this questionnaire in the envelope provided.

If your college/university does have a campus police/security agency, please continue with Question 5.

PERSONNEL INFORMATION

5. How many PAID employees were employed in your campus police/security agency as of September 30, 2011? *A **full-time** employee is defined as working 35 or more hours per week. A **part-time** employee is one who works less than 35 hours per week, excluding those who work just for special events.*

	# Full Time	# Part Time
a. Sworn police officers (full arrest powers)		
b. Nonsworn security officers (limited or no arrest authority)		
c. Civilian personnel (non-student)		
d. Student employees (non-officers)		

NOTE: The total number of full-time SWORN officers for both question 6 and question 7 MUST equal the total number of full-time SWORN officers given in question 5 above.

Issues: This question is somewhat burdensome as respondents will likely need to review reports or agency records to complete the table. However, this would be important information to collect to address the study's research objectives.

The instruction below question 5 references a cross-check of data to be completed in future questions and may be overlooked by respondents. This instruction would be better placed in both questions 6 and 7.

Recommendations: Despite the burden, similar questions are used on other BJS studies such as LEMAS and CSLLEA. Consider adding a row to provide column totals (sum of full-time and part-time staff) to allow the respondent to cross-check the data they enter. We also recommend moving the reference date to the beginning of the question. For example:

> 5. As of [DATE], how many PAID employees were employed in your campus police/security agency?
>
> *A **full-time** employee is defined as working 35 or more hours per week.*
> *A **part-time** employee is one who works less than 35 hours per week, excluding those who work just for special events.*
>
> | | Full-time | Part-time |
> |---|---|---|
> | a. Sworn police officers (full arrest powers) | _____ | _____ |
> | b. Nonsworn security officers (limited or no arrest powers) | _____ | _____ |
> | c. Civilian personnel (non-student) | _____ | _____ |
> | d. Student employees (non-officers) | _____ | _____ |
> | e. **Total PAID employees (*sum of rows 5a-5d*)** | _____ | _____ |

6. As of September 30, 2011, how many FULL-TIME **SWORN** agency personnel were in each racial/ethnic category?

	# of Sworn Officers (Full-time)
○ Mark here if not applicable -- no full-time SWORN officers. Go to Question 8.	
a. White, non-Hispanic	
b. Black or African American, non-Hispanic	
c. Hispanic or Latino, any race	
d. American Indian or Alaska Native	
e. Asian, Native Hawaiian, or Pacific Islander	
f. Two or more races	
g. Don't know/No information available	

Issues: There is a disconnect in the terminology used as the question asks about full-time sworn personnel while the column heading ask for the number of full-time sword officers.

Recommendations: Consider using full-time sworn officers for consistency.

RTI recommends using the question format from the Survey of Law Enforcement Personnel in Schools (SLEPS) instrument for comparability. The SLEPS instrument has disaggregated race and ethnicity into

two questions. Furthermore, consider adding a row to provide a sum of staff to allow the respondent to cross-check the data they enter.

Below is the two-question format used on SLEPS, updated with SCLEA question wording, which includes a total row for each item.

6a. As of [DATE], how many FULL-TIME SWORN agency officers were in each **racial** category?

[ ] Mark here if not applicable – No full-time SWORN officers ⟶ **Go to Question 8**

The total number in Question 6a6 should match the number of full-time employees provided in Question 5e.

Racial origin:	Total Full-Time Sworn Officers
1. White	_____
2. Black or African American	_____
3. American Indian or Alaska Native	_____
4. Asian	_____
5. Race not known	_____
6. **TOTAL (*SUM OF ROWS 6a1-6a5*)**	_____

6b. As of [DATE], how many FULL-TIME SWORN agency officers were in each **ethnic** category?

The total number in Question 6b4 should match the number of full-time employees provided in Question 5e.

Ethnic origin:	Total Full-Time Sworn Officers
1. Hispanic, Latino, or Spanish origin	_____
2. Not of Hispanic, Latino, or Spanish origin	_____
3. Ethnicity not known	_____
4. **TOTAL (*SUM OF ROWS 6b1-6b3*)**	_____

7. As of September 30, 2011, how many FULL-TIME **SWORN** agency personnel were in each gender category?

○ Mark here if not applicable -- no full-time SWORN officers. Go to Question 8.

	# of Sworn Officers (Full-time)
a. Female	
b. Male	

Issues: There is a disconnect in the terminology used as the question asks about full-time sworn personnel while the column heading ask for the number of full-time sworn officers.

Recommendations: Consider adding a row to provide a sum of full-time sworn agency officers to allow the respondent to cross-check the data they enter. Furthermore, as recommend in question 6, the question, skip instruction, and column heading should all reference "agency officers" rather than "personnel" for consistency.

8. As of September 30, 2011, how many FULL-TIME officers in your agency were in the military Reserves, National Guard, or other organization which may require a call to service?

	# Officers (Full-time)	Not applicable
a. Sworn police officers		○
b. Nonsworn security officers		○

Issues: In reviewing other BJS studies, we did not find a comparable item and are unable to provide insight into the burden caused by this question.

Recommendations: Consider inclusion of an [ ] *Estimate* response to reduce potential burden. However, RTI would recommend reviewing the utility of the data derived from this question during the SCLEA expert panel.

9. For the following years, how many of your FULL-TIME officers were called to service for military assignments, thus leaving their current position with your agency on a temporary basis?

Calendar Year	# of full-time sworn police officers called to service	# of full-time non-sworn security officers called to service
a. 2011		
b. 2010		
c. 2009		
Not Applicable	○	○

Issues: This question may be burdensome to respondents, requiring agencies to consult records over a period of 3 years. In reviewing other BJS studies, the 2008 CSLLEA had a past year reference period. However, the question was not retained in the 2014 and 2018 CSLLEA instruments.

Furthermore, "military assignments" is not defined in the question.

Recommendations: Consider defining military assignments and ask about the 2021 academic year as a reference period. The question should also reference the officers reported in Question 8. However, RTI would recommend reviewing the utility of the data derived from this question during the expert panel and consider removing similar to CSLLEA.
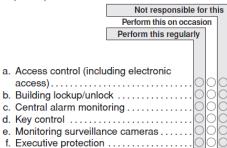

PERSONNEL DUTIES AND FUNCTIONS

10. As of September 30, 2011, how many FULL-TIME sworn police officers and nonsworn security officers in your agency had REGULARLY ASSIGNED DUTIES that included responding to citizen calls/requests for service? For each type of officer, how many were uniformed and how many were non-uniformed officers? *If your agency had none, please enter '0'.*

	# Uniformed	# Non-uniformed	Not applicable
a. Full-time responding sworn police officers			○
b. Full-time responding nonsworn security officers			○

Issues: This is the first reference to "uniformed" and "non-uniformed" officers, but not clearly defined. Would there be instances where non-uniformed officers would be responding to calls for service?

Recommendations: Consider defining uniformed and non-uniformed officers of simplifying the table by combining both columns.

---

11. Does your agency perform the following **security functions** on a regular basis? *Please select ONE response per row.*

	Perform this regularly	Perform this on occasion	Not responsible for this
a. Access control (including electronic access)	○	○	○
b. Building lockup/unlock	○	○	○
c. Central alarm monitoring	○	○	○
d. Key control	○	○	○
e. Monitoring surveillance cameras	○	○	○
f. Executive protection	○	○	○

Issues: The question does not match the response options. The question should ask if the agency performs each function on a regular basis, occasionally, or is not responsible for the function. Other BJS studies,

such as the 2016 LEMAS and 2018 CSLLEA, ask respondents to check off a list of functions that are performed regularly.

Furthermore, the cascading response options could be confusing or lead to respondent error. While appropriate to preserve space in a two-column questionnaire design, this would be easier to differentiate categories in a one-column design.

This question asks, "Does your agency perform..." followed by functions that could be done regularly or occasionally. There is a disconnect as respondents will consider current practice. However, the functions could change over time. Ideally, there would be a reference period included in the question. LEMAS and CSLLEA anchor the question in the "previous year".

Recommendations: Consider adding the 2020 or 2021 academic years as a reference period to focus the respondent on the past or current school year.
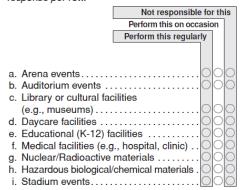
In a one-column design, the format can be changed to make it easier for the respondent to identify the response, reducing burden and potential reporting error. For example:

11. During the 2020 – 2021 school year, did your agency perform the following **security functions** regularly, occasionally or not at all? *Please select ONE response per row.*	Performed regularly	Performed occasionally	Not responsible for this security function
a. Access control (including electronic access)	( )	( )	( )
b. Building lockup/unlock	( )	( )	( )
c. Central alarm monitoring	( )	( )	( )
d. Etc..			

If we are interested only in whether the agency performs the security functions, regardless of frequency, the complexity of the question could be further reduced:

11. During the 2020 – 2021 school year, did your agency perform the following **security functions**? *Please select ONE response per row.*	Yes	No
a. Access control (including electronic access)	[ ]	[ ]
b. Building lockup/unlock	[ ]	[ ]
c. Central alarm monitoring	[ ]	[ ]
d. Etc..	[ ]	[ ]

12. Does your agency provide **on-site security** for the following on a regular basis? *Please select ONE response per row.*

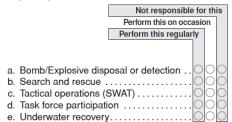|	Not responsible for this	Perform this on occasion	Perform this regularly
a. Arena events	○	○	○
b. Auditorium events	○	○	○
c. Library or cultural facilities (e.g., museums)	○	○	○
d. Daycare facilities	○	○	○
e. Educational (K-12) facilities	○	○	○
f. Medical facilities (e.g., hospital, clinic)	○	○	○
g. Nuclear/Radioactive materials	○	○	○
h. Hazardous biological/chemical materials	○	○	○
i. Stadium events	○	○	○

Issues: Clarity concerns similar to question 11.

No reference period is specified.

The format of the 2018 CSLLEA may be ideal to follow to combine questions 12 through 15. The CSLLEA responses are "Yes/No" but combine several questions into one question. A combined approach could retain multiple response categories offered in the 2011 SCLEA, if preferred. Here is the CSLLEA format:

3. During 2018, did your agency perform any of these functions on a regular basis or have primary responsibility for performing when needed? *Mark [X] Yes or No for each function.*

A. Patrol and response functions	Yes	No	F. Forensic services	Yes	No
1. Routine patrol services	☐	☐	1. Forensic crime scene investigation	☐	☐
2. Responding to citizen-initiated requests for service	☐	☐	2. Processing of digital evidence	☐	☐
			3. Operating a forensic crime lab	☐	☐
3. First response to criminal incidents	☐	☐	G. Special public safety functions	Yes	No
4. Arrest of criminal suspects	☐	☐	1. Animal control	☐	☐
5. Special events/crowd control	☐	☐	2. School crossing services	☐	☐
6. Dispatching of calls for service	☐	☐	3. Emergency medical services	☐	☐
B. Criminal investigation for:	Yes	No	4. Emergency management	☐	☐
1. Homicide	☐	☐	5. Fire services	☐	☐
2. Cybercrime	☐	☐	H. Task force participation for:	Yes	No
3. Arson	☐	☐	1. Gangs	☐	☐
C. Traffic and vehicle-related functions	Yes	No	2. Drug trafficking	☐	☐
1. Traffic law enforcement	☐	☐	3. Opioid abuse	☐	☐
2. Traffic direction and control	☐	☐	4. DUI	☐	☐
3. Accident investigation	☐	☐	5. Auto theft	☐	☐
4. Parking enforcement and control	☐	☐	6. Human trafficking	☐	☐
5. Commercial vehicle enforcement	☐	☐	7. Anti-terrorism	☐	☐
D. Detention-related functions	Yes	No	8. Other (*Specify*):	☐	☐
1. Detainee or inmate transport	☐	☐			
2. Booking and release of inmates	☐	☐	I. Specialized functions	Yes	No
3. Operating a temporary holding cell (not for overnight detention)	☐	☐	1. Bomb/explosives disposal	☐	☐
4. Operating an overnight lockup or temporary holding facility separate from a jail	☐	☐	2. Canine/K-9	☐	☐
			3. Crime analysis	☐	☐
			4. Firearm background checks	☐	☐
5. Operating 1 or more jails	☐	☐	5. Search and rescue	☐	☐
E. Court-related functions	Yes	No	6. Tactical operations (SWAT)	☐	☐
1. Providing court security	☐	☐	7. Underwater recovery	☐	☐
2. Serving process (i.e., legal notification)	☐	☐	8. Operating a basic training academy	☐	☐
3. Executing arrest warrants	☐	☐	9. Providing direct victim assistance or programs	☐	☐
4. Serving eviction notices	☐	☐	10. Providing law enforcement services to or on tribal lands	☐	☐
5. Enforcing protection orders	☐	☐	11. Other (*Specify*):	☐	☐
6. Enforcing child support orders	☐	☐			
7. Apprehension of fugitives	☐	☐			

Recommendations: Depending on the preferred format in question 11, this question format could be revised. RTI recommends combining questions 12-15 to be formatted like the 2018 CSLLEA regardless of whether the responses are to be retained or whether to switch to a "Yes/No" response format. Consider adding the 2020 or 2021 academic year as a reference period at the beginning of the question.
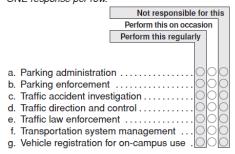
13. Does your agency perform the following **specialized functions** on a regular basis? *Please select ONE response per row.*

	Not responsible for this	Perform this on occasion	Perform this regularly
a. Bomb/Explosive disposal or detection . .	○	○	○
b. Search and rescue	○	○	○
c. Tactical operations (SWAT)	○	○	○
d. Task force participation	○	○	○
e. Underwater recovery	○	○	○

Issues: Clarity concerns similar to question 11.

Recommendations: RTI recommends combining questions 12-15 to be formatted like the 2018 CSLLEA regardless of whether the responses are to be retained or whether to switch to a "Yes/No" response format. Consider adding a reference period at the beginning of the question.

14. Does your agency perform the following **vehicle-related functions** on a regular basis? *Please select ONE response per row.*

	Not responsible for this	Perform this on occasion	Perform this regularly
a. Parking administration	○	○	○
b. Parking enforcement	○	○	○
c. Traffic accident investigation	○	○	○
d. Traffic direction and control	○	○	○
e. Traffic law enforcement	○	○	○
f. Transportation system management . . .	○	○	○
g. Vehicle registration for on-campus use .	○	○	○

Issues: Clarity concerns similar to question 11.

Recommendations: RTI recommends combining questions 12-15 to be formatted like the 2018 CSLLEA regardless of whether the responses are to be retained or whether to switch to a "Yes/No" response format. Consider adding the 2021 academic year as a reference period at the beginning of the question.

15. Does your agency perform the following **public safety functions** on a regular basis? *Please select ONE response per row.*

	Not responsible for this	Perform this on occasion	Perform this regularly
a. Animal control	○	○	○
b. Dispatching calls for service	○	○	○
c. Emergency fire services	○	○	○
d. Emergency medical services	○	○	○
e. Environmental health/safety	○	○	○
f. Fire inspection	○	○	○
g. Fire prevention education	○	○	○
h. Emergency management	○	○	○

Issues: Clarity concerns similar to question 11.

Recommendations: RTI recommends combining questions 12-15 to be formatted like the 2018 CSLLEA regardless of whether the responses are to be retained or whether to switch to a "Yes/No" response format. Consider adding the 2021 academic year as a reference period at the beginning of the question.

---

16. Does your agency operate the following types of facilities? *Please select ONE response per row.*

	Yes	No
a. Temporary lock-up facility (overnight)	○	○
b. Temporary holding cell (not for overnight)	○	○

Issues: The wording on this question is inconsistent with response options on the 2018 CSLLEA. In the 2018 CSLLEA the response options are presented as:

    a. Operating a temporary holding cell (not for overnight detention)
    b. Operating an overnight lockup or temporary holding facility separate from a jail

Recommendations: Consider revising question responses to be consistent with language of 2018 CSLLEA.

PERSONNEL DUTIES AND FUNCTIONS *(cont'd)*

17. How often does your agency have the following **uniformed** officers on duty (regardless if full time or part time)? *Please select ONE response per row.*

	Not applicable	Not used at any time	Some of the time	At all times
a. Sworn police who are uniformed	○	○	○	○
b. Nonsworn security who are uniformed	○	○	○	○

Issues: The question uses present tense to ask about how often officers are on duty, however this may vary over time. Furthermore, the question is missing a reference period.

Recommendations: Consider reformatting this question into two questions. While this adds a question to the survey, the perceived burden, and therefore item-nonresponse, may be reduced. Adding a reference period (2020 or 2021 academic year) and changing the question to past tense will better align the question and response categories. For example:

17a. During the 2020 – 2021 school year, how often did your agency have **sworn police who are uniformed** on duty? Please consider both full-time and part-time officers.

1. All of the time
2. Some of the time
3. None of the time
4. Not applicable – We do not have sworn uniformed police.

17b. During the 2020 – 2021 school year, did often did your agency have **non-sworn police who are uniformed** on duty? Please consider both full-time and part-time officers.

1. All of the time
2. Some of the time
3. None of the time
4. Not applicable – We do not have non-sworn uniformed officers.

---

18. What level of routine patrol coverage with uniformed **sworn** police officers (full and part time) does your agency provide for the following periods? *Please select ONE response per row.*

○ Mark here if not applicable -- no SWORN officers. Go to Question 19.

	No routine patrols	Less than 24-hour patrol coverage	24-hour patrol coverage
a. Weekdays during academic terms	○	○	○
b. Weekends during academic terms	○	○	○
c. Breaks between academic terms	○	○	○
d. Summer term	○	○	○

Issues: The format of this question appears more complex than necessary and can add to perceived respondent burden. The question is missing a reference period.

Recommendations: With a one-column design, the question will be easier for the respondent to follow. Consider adding a reference period "Since the beginning of the Fall 2021 academic term" as a reference period since the question includes term breaks and summer term.

Provided below is an example of how this question could be redesigned:

---

18. Since the beginning of the Fall 2021 academic term, what level of routine patrol coverage, with **full and part-time uniformed sworn** police officers, did your agency provide for the following periods? *Please select ONE response per row.*

[ ] Mark here if not applicable – No uniformed SWORN officers ⟶ **Go to Question 19**

	24-hour patrol coverage	Less than 24-hour patrol coverage	No routine patrols
a. Weekdays during academic terms	( )	( )	( )
b. Weekends during academic terms	( )	( )	( )
c. Breaks between academic terms	( )	( )	( )
d. Summer term	( )	( )	( )

---

19. What level of routine patrol coverage with uniformed **nonsworn** security officers (full and part time) does your agency provide for the following periods? *Please select ONE response per row.*

◯ Mark here if not applicable -- no NONSWORN officers. Go to Question 20.

	24-hour patrol coverage	Less than 24-hour patrol coverage	No routine patrols
a. Weekdays during academic terms	◯	◯	◯
b. Weekends during academic terms	◯	◯	◯
c. Breaks between academic terms	◯	◯	◯
d. Summer term	◯	◯	◯

Issues: The format of this question appears more complex than necessary and can add to perceived respondent burden. The question is missing a reference period.

Recommendations: Consider formatting similar to the recommendation in question 18 or combine questions 18 and 19, without losing the distinction between full and part-time uniformed sworn police officers and uniformed nonsworn security officers to reduce the overall size of the questionnaire. The updated format should include the addition of a the 2021 academic year as a reference period.

20. How many larceny-theft incidents were reported to your agency for the following years? *For this item, use the FBI's Uniform Crime Reporting (UCR) Program definition, which defines larceny-theft as the unlawful taking, carrying, leading, or riding away of property from the possession or constructive possession of another. Examples are thefts of bicycles, motor vehicle parts and accessories, shoplifting, pocket-picking, or the stealing of any property or article that is not taken by force and violence or by fraud. Attempted larcenies are included. Such crimes as embezzlement, confidence games, forgery, check fraud, etc. are excluded.*

	Calendar Year		
	2011	2010	2009
Total larceny-theft events reported to your agency			
a. Of the total, how many occurred in on-campus residence halls/housing?			
b. Of the total, how many occurred elsewhere on campus, other than in on-campus residence halls/ housing?			
c. Of the total, how many occurred in non-campus facilities?			
d. Of the total, how many occurred on public property?			
e. No information available for this year.			

Issues: Due to the request for multiple numeric values, over multiple years, this question appears to have a high level of burden. Agencies may have an easier time reporting this by fiscal year or academic calendar rather than calendar year.

The total is located at the top of the grid. For consistency, this would be better positioned at the bottom of the table with instructions explaining "Questions 20a through 20e should sum to total reported in 20f."

Recommendations: The utility, and ability to answer this question, should be explored in both the expert panel and cognitive interviews. If retained, consider limiting the scope of the question to the previous calendar year to reduce the complexity of this item.

For example:

20. In 2020, how many larceny-theft events were reported to your agency in the following locations?	
For this item, use the FBI's Uniform Crime Reporting (UCR) Program definition…	2020 reported larceny-theft events
a. On campus residence halls/housing?	_____
b. Elsewhere on campus residence, other than in on-campus residence halls/housing?	_____
c. In non-campus facilities?	_____

d. On public property? _____

e. No information on location where event occurred _____

f. TOTAL – *Questions 20a through 20e should sum to total reported in 20f.* _____

ADMINISTRATION

21. What was your agency's **total police and security services operating budget** for the fiscal or calendar year that includes September 30, 2011? *Do not include building construction costs or major equipment costs.*

   $ [ ] .00

   21a. Is the above budget an estimate?
   ○ Yes   ○ No

   21b. Of the total operating budget amount listed above, how much is allocated to overtime costs? If none, enter 0.

   $ [ ] .00

Issues: Instructions are inconsistent with other BJS data collections and overtime costs are not collected in either LEMAS or CSLLEA.

There are several undefined terms that could lead to confusion/inconsistent reporting. For example, "police and security services" is ambiguous along with "construction costs" and "major equipment costs." Another concern is how respondents should calculate "overtime costs." For example, would this only include officer payroll or would IT staff supporting police services be included?

The reference period could also be problematic as some agencies might be used to reporting this information by fiscal year while others by calendar year. An agencies fiscal year could end prior to September 30th, thus they would be reporting data as of the next fiscal year. As a result, the budget values could be potentially different based on whether they report for the fiscal year or the calendar year.

Recommendations: Consider aligning budget question instructions to be consistent with 2018 CSLLEA. This question should include a fiscal year reference period. Questions 21 and 21a can be combined by offering a standard estimate box for open-ended responses: [ ] *Estimate*

The following is from the 2018 CSLLEA instrument:

2. Enter your agency's total operating budget for the fiscal or calendar year that includes June 30, 2018. *If not available, provide an estimate and mark [X] the estimate checkbox. Include jails administered by your agency. Exclude building construction costs and major equipment purchases.*

$ ☐ , ☐☐☐ , ☐☐☐ , ☐☐☐ .00 *If estimate, check here:* ☐

We note that overtime budget is not disaggregated in either the LEMAS or the CSLLEA. BJS may want the expert panel or cognitive interview participants to weigh in on the availability or relevancy of this information.

ADMINISTRATION *(cont'd)*

22. Does your agency receive income from any of the following sources that is not contained in the budget?
Please select ONE response per row.

	Yes	No
a. Providing security at athletic special events	○	○
b. Providing security at non-athletic special events	○	○
c. Parking tickets/Traffic citations	○	○
d. Parking permits	○	○
e. Guest parking	○	○
f. Other (specify below):	○	○

Issues: The specify box is somewhat detached from the question and could be overlooked by respondents. This could be addressed by redesigning the question.

The question does not include a reference period.

Recommendations: Consider adding a reference period and reformatting the other specify box. For example:

22. During fiscal year 2020, did your agency receive income from any of the following sources that is not contained in the budget? *Please select ONE response per row.*

	Yes	No
a. Providing security at athletic special events	( )	( )
b. Providing security at non- athletic special events	( )	( )
c. Parking tickets/Traffic citations	( )	( )
d. Parking permits	( )	( )
e. Guest parking	( )	( )
f. Other (Please specify): _____	( )	( )

---

23. Do officers in your agency (any officers - full time, part time, sworn, nonsworn) receive extra duty pay directly from an entity outside the agency when working a special event?   ○ Yes   ○ No

Issues: The question does not include a reference period. The parenthetical is somewhat confusing due to the reference of "any officers" which would be important information to include outside of these examples.

Recommendations: Consider changing the question to ask whether agency policy allows extra duty pay. Consider adding fiscal year 2020 as a reference period and moving "any officers" outside of the parenthetical. For example:

> During fiscal year 2020, did any officers in your agency (full-time, part-time, sworn, nonsworn) receive extra duty pay directly from an entity outside the agency when working a special event?

---

24. As of September 30, 2011, what was the minimum and maximum annual base salary for the following full-time positions? *If you have only one value for a particular position, please enter it as a 'Minimum'. For any salaries paid at an hourly rate, please multiply the hourly rate by 2,088 to get the annual salary.*

Full-time Position	Minimum Annual Salary (in dollars)	Maximum Annual Salary (in dollars)	Not Applicable - No Such Position	Don't Know At All
a. Chief/Director			○	○
b. Shift Supervisor			○	○
c. Entry-level sworn police officer			○	○
d. Entry-level nonsworn security officer			○	○
e. Sworn police officer with 5 years of experience			○	○
f. Nonsworn security officer with 5 years of experience			○	○
g. Dispatch operator (as an annual salary if hourly rate)			○	○

Issues: The burden of this question is considerably higher than similar questions asked in other BJS studies. The LEMAS, for example, limits this question to only three categories for Chief executive, Sergeant or equivalent first-line supervisor, and Entry-level officer or deputy.

Recommendations: Consider reducing the position categories to collect this information only for categories 24a - 24c to reduce respondent burden.

---

25. Does your agency offer any of the following forms of special pay or benefits to FULL-TIME **sworn** police officers? *Please select ONE response per row.*

○ Mark here if not applicable -- no full-time SWORN officers. Go to Question 26.

	Yes	No
a. Training officer pay	○	○
b. Educational incentive pay	○	○
c. Tuition waiver/reimbursement/discount	○	○
d. Health incentive (e.g., for maintaining a specific weight range)	○	○
e. Merit/Performance pay	○	○
f. Overtime pay/Comp time	○	○
g. Shift differential pay	○	○
h. Longevity pay*	○	○

Issues: No reference period is included in this question.

Recommendations: Consider adding fiscal year 2020 as a reference period at the beginning of the question. Consider combining questions 25, 25a, 26, and 26a to reduce burden. These could all be included in a combined table if a one-column redesign is undertaken. See example below:

25. During fiscal year 2020, did your agency offer any of the following forms of special pay or benefits to **FULL-TIME sworn and non-sworn officers**? *Mark [X] all that apply.*		
	25a. Offered to full-time **sworn** officers	25b. Offered to full-time **non-sworn** officers
a. NOT APPLICABLE – No sworn/nonsworn officers	[ ] NA	[ ] NA
b. Training officer pay	[ ]	[ ]
c. Educational incentive pay	[ ]	[ ]
d. Tuition waiver/reimbursement/discount	[ ]	[ ]
e. Health incentive (e.g. for maintaining a specific weight range)	[ ]	[ ]
f. Merit/Performance pay	[ ]	[ ]
g. Overtime pay/Comp time	[ ]	[ ]
h. Shift differential pay	[ ]	[ ]
i. Longevity pay	[ ]⤵	[ ]⤵
25a. If longevity pay was offered to sworn or nonsworn officers, how many years of service are required to receive longevity pay?	[ ] Years of service [ ] Not applicable. Longevity pay was not offered to sworn officers	[ ] Years of service [ ] Not applicable. Longevity pay was not offered to nonsworn officers

* **25a.** If longevity pay is offered, how many years of service are required for sworn police officers?

[   ] years of service

Issues: As discussed in question 25, question 25a can be combined with question 25 to reduce burden. However, if past fiscal year reference period is included in question 25, this question should be changed to past tense.

Recommendations: As mentioned above, this question could be combined with question 25 into one table. Consider changing question from present tense to past tense. An example is provided in question 25.

26. Does your agency offer any of the following forms of special pay or benefits to FULL-TIME **nonsworn** security officers? *Please select ONE response per row.*

○ Mark here if not applicable -- no full-time NONSWORN officers. Go to Question 27.

	Yes	No
a. Training officer pay	○	○
b. Educational incentive pay	○	○
c. Tuition waiver/reimbursement/discount	○	○
d. Health incentive (e.g., maintaining a specific weight range)	○	○
e. Merit/Performance pay	○	○
f. Overtime pay/Comp time	○	○
g. Shift differential pay	○	○
h. Longevity pay*	○	○

Issues: Same issues mentioned in question 25.

Recommendations: As mentioned in question 25, this question could be combined into one table.

---

* 26a. If longevity pay is offered, how many years of service are required for nonsworn security officers?

	years of service

Issues: Same issues as question 25a.

Recommendations: As mentioned in question 25a, this question could be combined into one table. An example is provided in question 25.

---

27. Does your agency require a written agreement to serve a minimum number of years for FULL-TIME officers in order to join the force? *Please select ONE response per row.*

	Yes	No	Not Applicable
a. Service agreement for sworn police officers	○	○	○
b. Service agreement for nonsworn security officers	○	○	○

If 'Yes', how many years of service are required?

	# Years of Service Required
a. Sworn police officers	
b. Nonsworn security officers	

Issues: This is a complex question with potential for item-nonresponse as respondents may not make the connection that a "Yes" response is followed up by years of service required. More critically, agencies

may determine minimum service requirements depending on whether they pay for, or provide, basic law enforcement officer training.

Reference date missing from question.

Recommendations: Consider combining both components of the question into one table and adding the September 1, 2021 as a reference period. For example:

27. As of [DATE], does your agency require a written agreement to serve a minimum number of years for FULL-TIME officers in order to join the force? If "Yes" – please indicated the number of years of service that are required.			
	Yes IF "Yes", How many years of service are required?	No	Not Applicable
a. Service agreement for sworn police officers	( )➤ ＿＿＿ Number of years of service required	( )	( )
b. Service agreement for non-sworn police officers	( )➤ ＿＿＿ Number of years of service required	( )	( )

The expert panel and cognitive interviews may be another useful opportunity to further explore the relevancy of this question or the need to disaggregate by provision of basic training.

28. Is **collective bargaining authorized** for non-supervisory FULL-TIME personnel by your agency?
Please select ONE response per row.

Not applicable
For none
For some
For all

a. Full-time sworn police officers . . . . ○○○○
b. Full-time nonsworn security officers . . ○○○○

Issues: Two other BJS surveys use a variation of this question. The 2016 LEMAS offers "All, Some, None" as responses, CSLLEA structures responses as "Yes/No". There is not much difference in burden between the two formats. However, this question was removed from the 2020 LEMAS.

Reference date missing from question.

Recommendations: Consider formatting this question similar to the recommended revision to question 18 and include September 1, 2021 as a reference date, "As of [DATE],".

TECHNOLOGY AND COMMUNICATION

29. Does your campus have a **"blue-light" [or equivalent] emergency phone system?**

○ Yes   ○ No

Issues: It may be possible that only a portion of the campus has an emergency phone system.

Recommendations: Consider the following rewording to address this concern:

Does any part of your campus have a 'blue-light' or equivalent emergency phone system?

30. Does your agency participate in an **emergency telephone system** with any of the following features? *Please select ONE response per row.*

	Yes	No
a. Enhanced 9-1-1 system (providing both caller location and identification when available)	○	○
b. Basic 9-1-1 system	○	○
c. On-campus 3- or 4-digit emergency number (other than 9-1-1)	○	○
d. "Phone patch" call forwarding when dispatch is not available	○	○
e. Reverse 9-1-1 call back available	○	○
f. Recorded calls are available for immediate playback	○	○
g. Other (specify below):	○	○

Issues: The specify box is detached from the question and could be overlooked by respondents. This could be addressed by redesigning the question.

Recommendations: Update similar to the LEMAS and CSLLEA formatting, providing a better connection between other-specify and the text box.

Below is an example of how the question could be redesigned:

30. Does your agency participate in an **emergency telephone system** with any of the following features? *Please select ONE response per row.*

	Yes	No
a. Enhanced 9-1-1 system (providing both caller location and identification when available)	( )	( )
b. Basic 9-1-1 system	( )	( )
c. On-campus 3- or 4-digit emergency number (other than 9-1-1)	( )	( )
d. "Phone patch" call forwarding when dispatch is not available	( )	( )
e. Reverse 9-1-1- call back available	( )	( )
f. Recorded calls are available for immediate playback	( )	( )
g. Other (Please specify): _____	( )	( )

31. Does your agency have an emergency telephone system with the following capabilities for incoming calls from **wireless/cellular phones**? *Please select ONE response per row.*

	Yes	No
a. Displays phone number of wireless caller	○	○
b. Displays general location of wireless caller	○	○
c. Displays exact location of wireless caller	○	○

Issues: Item responses may be out of date relative to current technology. For example, cutting edge E-911 systems include the ability to send and receive text messages, multimedia messages, and video.

Recommendations: Consider reviewing response options during expert panel and cognitive interviews to ensure that the question is capturing the most relevant dimensions of these systems.

32. Does your agency use 800 MHz radios?   ○ Yes   ○ No

Issues: This question could be more analytically useful if there was more specificity.

Recommendations: Consider whether it would be more useful to ask if their primary two-way radio system uses 800MHz. If this question is to be retained, it may be useful to also ask about the newer FirstNet/broadband spectrums.

Consider reviewing this question during the expert panel and cognitive interviews to ensure that the question is capturing information important to analysis.

33. Does your agency utilize the following for **dispatch**? *Please select ONE response per row.*

	Yes	No
a. Mobile data dispatch	○	○
b. Over-air commands via non-800 MHz radio	○	○
c. Over-air commands via 800 MHz radio	○	○
d. Over-air commands via "push to talk" (PTT)	○	○
e. Other (specify below):	○	○

Issues: The specify box is detached from the question and could be overlooked by respondents. This could be addressed by redesigning the question.

Recommendations: Consider reformatting the question. An example is provided in question 30.

34. Is the campus public safety radio system **interoperable** with the local police, fire, and other first responders?

○ Yes, fully   ○ Yes, partially   ○ Not at all

Issues: No issues found.

Recommendations: None.

35. Effective Jan. 1, 2013, all public safety radio systems will be required to be compliant with the FCC mandate concerning narrowband broadcasts. Is your campus public safety radio system **compliant** with the FCC narrowband mandate?

○ Yes, fully   ○ Yes, partially   ○ Not at all

Issues: This question is now antiquated as the FCC mandates compliance.

Recommendations: Consider deleting this item.

36. Does your campus use the following in conjunction with its **mass notification systems**? *Please select ONE response per row.*

	Yes	No
a. Cell phone calling	○	○
b. Siren	○	○
c. Outdoor public-address speakers	○	○
d. Radio announcements	○	○
e. Text message alerts	○	○
f. E-mail alerts	○	○
g. Voicemail alerts	○	○
h. TV announcements	○	○
i. CCTV monitor announcements	○	○
j. LCD billboard announcements	○	○
k. College/University website	○	○
l. Voice-over fire alarms	○	○
m. Other (specify below):	○	○

Issues: The specify box is detached from the question and could be overlooked by respondents. This could be addressed by redesigning the question.

Recommendations: Consider reformatting the question and adding social media as a response. An example is provided in question 30.

TECHNOLOGY AND COMMUNICATION *(cont'd)*

37. How does the **mass notification system** on your campus **enroll** the following types of people? *Please select ONE response per row.*

	Voluntary, opt-in	Mandatory, opt-out	Other system	Not available
a. First-year students	○	○	○	○
b. On-campus students	○	○	○	○
c. Off-campus students	○	○	○	○
d. Staff	○	○	○	○
e. Faculty/Administration	○	○	○	○

Issues: The format of this question appears more complex than necessary and can add to perceived respondent burden. This could be addressed with a one-column design.

This question assumes that agencies have a mass communications system on their campus. A "Not available" response is offered, but this may be confusing to some respondents. Would this mean the system is not available or the category of people is not available.

Since the question asks about methods for enrolling students into the mass communication system, then the third category "Other system" should be "Other method" to avoid confusion.

Recommendations: Consider the following changes to the question, with an edit to the last response of "Not applicable":

> If your campus has a **mass notification system**, how are the following types of people **enrolled** into the system?
>
> Categories:
>
> Voluntary, opt-in
> Mandatory, opt-out
> Other method
> Not applicable

OFFICER SELECTION AND TRAINING REQUIREMENTS

38. What is the PREFERRED minimum educational level and REQUIRED minimum educational level used in vacancy announcements for FULL-TIME entry-level **sworn** officers? *Please select ONE response per row.*

○ Mark here if not applicable -- no full-time SWORN officers. Go to Question 39.

	High school diploma or GED	Some college, no degree	2-year college degree	4-year college degree	Other	None stated
a. Preferred educational attainment	○	○	○	○	○	○
b. Required educational attainment	○	○	○	○	○	

Issues: The information collected here may be soliciting an opinion from the respondent if the use of preferred is not defined.

Recommendations: We could not locate other BJS data collections that requested preferred educational attainment. LEMAS, for example, asks for minimum education requirement at time of hiring or within two years. The LEMAS does not request educational requirement for vacancy position announcements. BJS may consider revising this question to better align with other recently completed data collections.

Further, this question could be formatted similar to the recommended style found in questions 18 and 19. Questions 38 and 39 could be combined into one table to reduce the overall length of the instrument.

---

39. What is the PREFERRED minimum educational level and REQUIRED minimum educational level used in vacancy announcements for FULL-TIME entry-level **nonsworn** officers? *Please select ONE response per row.*

○ Mark here if not applicable -- no full-time NONSWORN officers. Go to Question 40.

	High school diploma or GED	Some college, no degree	2-year college degree	4-year college degree	Other	None stated
a. Preferred educational attainment	○	○	○	○	○	○
b. Required educational attainment	○	○	○	○	○	○

Issues: See issue description for question 38.

Recommendations: See recommendations question 38.

40. As of September 30, 2011, how many FULL-TIME officers on your force had achieved each of the following educational levels? *Please enter the total number for each category.*

	Number of Officers by **Highest** Educational Attainment			
	2-year college degree	4-year college degree	Graduate degree	Not applicable
a. Sworn police officers				○
b. Nonsworn security officers				○

Issues: Question 40 appears to be quite burdensome as agencies would need to have tracked individual officer records in a centralized data retention system or update and review individual officer files to answer the question. We found no similar questions in other BJS surveys.

Recommendations: Explore deleting this item with the expert panel and cognitive interview participants.

41. Over the past 3 years, what proportion of FULL-TIME personnel received at least 8 hours of **community policing training** on topics such as problem solving, the SARA model (Scanning, Analysis, Response and Assessment), community partnerships, etc.? *Please select ONE response per row.*

	Not applicable	None	Some	All
a. New sworn police recruits	○	○	○	○
b. New nonsworn security recruits	○	○	○	○
c. In-service sworn police officers	○	○	○	○
d. In-service nonsworn security officers	○	○	○	○

Issues: No concerns.

Recommendations: Consider reducing the timeframe to past fiscal year as a three-year reference period can be subject to recollection bias.

42. Does your agency use the following methods to screen new applicants for FULL-TIME **sworn** police officer positions? *Please select ONE response per row.*

○ Mark here if not applicable -- no full-time SWORN officers. Go to Question 44.

	Yes	No
Background/record checks		
a. Background investigation	○	○
b. Credit history check	○	○
c. Criminal record check	○	○
d. Reference check	○	○
e. Driving record check	○	○
Personal attributes		
f. Personal interview	○	○
g. Personality inventory	○	○
h. Polygraph exam	○	○
i. Psychological evaluation	○	○
j. Voice stress analyzer	○	○
k. Written aptitude test	○	○
Community relations skills		
l. Assessment of analytical problem-solving ability	○	○
m. Assessment of understanding of cultural diversity	○	○
n. Assessment of mediation/conflict management skills	○	○
o. Second-language ability test	○	○
p. Volunteer/Community service check	○	○
q. Role-play assessment center	○	○
Physical attributes		
r. Drug test	○	○
s. Medical exam	○	○
t. Physical agility test	○	○

Issues: No issues found.

Recommendations: Consider using the 2016 LEMAS version of this question for comparability. Note that LEMAS asked two fewer items.

43. Excluding in-service training, how many hours of academy and field training are required for FULL-TIME **sworn** police officer **recruits** for entry into service?

○ Mark here if not applicable -- no full-time SWORN officers. Go to Question 44.

For full-time SWORN police **recruits**	Total # hours	# Academy hours	# Field hours	No training of that type required
a. State-mandated training hours				○
b. Additional agency-required hours				○

Issues: The question is missing a reference date.

Recommendations: Consider adding 2021 academic year as a reference date.

44. Does your agency use the following methods to screen new applicants for FULL-TIME **nonsworn** security officer positions? *Please select ONE response per row.*

○ Mark here if not applicable -- no full-time NONSWORN officers. Go to Question 46.

	Yes	No
Background/record checks		
a. Background investigation	○	○
b. Credit history check	○	○
c. Criminal record check	○	○
d. Reference check	○	○
e. Driving record check	○	○
Personal attributes		
f. Personal interview	○	○
g. Personality inventory	○	○
h. Polygraph exam	○	○
i. Psychological evaluation	○	○
j. Voice stress analyzer	○	○
k. Written aptitude test	○	○
Community relations skills		
l. Assessment of analytical problem-solving ability	○	○
m. Assessment of understanding of cultural diversity	○	○
n. Assessment of mediation/conflict management skills	○	○
o. Second-language ability test	○	○
p. Volunteer/Community service check	○	○
q. Role-play assessment center	○	○
Physical attributes		
r. Drug test	○	○
s. Medical exam	○	○
t. Physical agility test	○	○

Issues: No issues found.

Recommendations: Consider using the 2016 LEMAS version of this question for comparability. Note that LEMAS asked two fewer items.

---

45. Excluding in-service training, how many hours of academy and field training are required for newly hired FULL-TIME **nonsworn** security officers for entry into service?

○ Mark here if not applicable -- no full-time NONSWORN officers. Go to Question 46.

For newly hired full-time NON-SWORN security officers	Total # hours	# Academy hours	# Field hours	No training of that type required
a. State-mandated training hours				○
b. Additional agency-required hours				○

Issues: The question is missing a reference date.

Recommendations: Consider adding 2021 academic year as a reference date.

46. Does your agency participate in the following types of "**Active Shooter Training**"? *Please select ONE response per row.*

	Yes	No
a. Workshop/Seminar/Lecture	○	○
b. Mock exercise/Scenario	○	○
c. Virtual reality	○	○
d. Other type	○	○

Issues: No issues found.

Recommendations: None.

EQUIPMENT

47a. Which of the following types of **weapons/actions** are authorized for use by your agency's FULL-TIME **sworn** police officers? Please select ONE response per row.

○ Mark here if not applicable -- no full-time SWORN police officers. Go to Question 47b.

	Yes	No
a. Sidearm, semiautomatic	○	○
b. Sidearm, revolver	○	○
c. Rifle	○	○
d. Shotgun	○	○
e. Traditional baton	○	○
f. PR-24 baton	○	○
g. Collapsible baton	○	○
h. Chemical/pepper spray	○	○
i. Conducted energy device (e.g. Taser)	○	○
j. Bean bag rifle	○	○
k. Rubber bullets	○	○
l. Flash/bang grenade	○	○

Issues: All the listed items are weapons and not actions. The formatting and response of this question is inconsistent with how it is asked in the LEMAS, which asks for authorization on-duty versus off-duty.

There is no reference date specified in the question.

Recommendations: Consider adding 2021 academic year as a reference date. The 2020 LEMAS includes a list of weapons or actions that we may want to consider. The following is from the 2020 LEMAS instrument:

28. As of June 30, 2019, which of the following types of WEAPONS or ACTIONS were authorized for use by your agency's FULL-TIME SWORN officers?

Firearms	Authorized for full-time sworn officers: On duty	Off duty	Not authorized
a. Handgun	○	○	○
b. Shotgun or manual rifle	○	○	○
c. Semi-automatic rifle (e.g., AR-15)	○	○	○
d. Fully automatic rifle (e.g., M-16)	○	○	○

Less-lethal	Authorized for full-time sworn officers: On duty	Off duty	Not authorized
e. Open hand techniques	○	○	○
f. Closed hand techniques	○	○	○
g. Takedown techniques (e.g., straight arm bar)	○	○	○
h. Hold or neck restraint (e.g., carotid hold)	○	○	○
i. Leg hobble or other restraints (not including handcuffs)	○	○	○
j. OC spray/foam	○	○	○
k. Chemical agent projectile (e.g., CS/tear gas, OC pellets)	○	○	○
l. Baton	○	○	○
m. Blunt force projectile (e.g., bean bag, rubber bullets)	○	○	○
n. Conducted energy device (e.g., Taser, stun gun, Stinger)	○	○	○
o. Other (please specify):	○	○	○

EQUIPMENT *(cont'd)*

47b. Which of the following types of **weapons/actions** are authorized for use by your agency's FULL-TIME **nonsworn** security officers? Please select ONE response per row.

○ Mark here if not applicable -- no full-time NONSWORN security officers. Go to Question 48.

	Yes	No
a. Sidearm, semiautomatic	○	○
b. Sidearm, revolver	○	○
c. Rifle	○	○
d. Shotgun	○	○
e. Traditional baton	○	○
f. PR-24 baton	○	○
g. Collapsible baton	○	○
h. Chemical/pepper spray	○	○
i. Conducted energy device (e.g. Taser)	○	○
j. Bean bag rifle	○	○
k. Rubber bullets	○	○
l. Flash/bang grenade	○	○

Issues: As mentioned in question 47a, all the listed items are weapons and not actions.

There is no reference date specified in the question.

Recommendations: Consider using the 2020 LEMAS question with a 2021 academic year reference date.

48. **How many vehicles** of each type below were used regularly by your agency in 2011? Of those vehicles, how many were electric or hybrid vehicles?

Vehicle Type	Total # of vehicles	# that are marked	# that are electric or hybrid
a. Cars			
b. Vans			
c. Trucks			
d. Sport-utility vehicles (SUVs)			
e. Golf carts			
f. Motorcycles			
g. Bicycles			
h. Boats			
i. Personal transporter (e.g., Segway)			
j. Other (please specify):			

Issues: This question attempts to capture four dimensions: number of vehicles, marked vs. unmarked, and power source, all by type of vehicle. Answering is both cognitively complex and labor intensive. Furthermore, the definition of "regularly" is not specified, leaving respondents to independent interpretation of that characteristic.

There is no reference period specified in this question.

Previous LEMAS surveys included a similar question, however it was not included in the 2020 LEMAS.

Recommendations: This question was less complex in the 2016 LEMAS and was removed entirely from the 2020 LEMAS.

The 2016 LEMAS question is shown below:

35. **During the fiscal year including June 30, 2016, did your agency operate any of the following types of motorized vehicles or equipment?**

	Yes	No
a. Marked cars	☐	☐
b. Other marked vehicles (e.g., SUV, truck, or van)	☐	☐
c. Unmarked cars	☐	☐
d. Other unmarked vehicles (e.g., SUV, truck, or van)	☐	☐
e. Armored military-type vehicles (e.g., MRAP, tank, BearCat or other SWAT carrier)	☐	☐
f. All-terrain vehicles (ATVs)	☐	☐
g. Motorcycles	☐	☐
h. Boats	☐	☐
i. Manned aviation (e.g., airplane or helicopter)	☐	☐
j. Unmanned aerial drones	☐	☐
k. Other (please specify):	☐	☐

A similar list could be used on SCLEA. However, if desired, we could retain "Total number" to quantify the vehicles (and equipment). The 2021 academic year should be included as a reference period.

Expert panel and cognitive interviews may better inform the necessity of continued collection for this question.

---

49. Do patrol officers in your agency have **direct electronic access** to the following? *Please select ONE response per row.*

	No direct electronic access	Yes, both mobile and fixed-site access	Yes, fixed-site access only	Yes, mobile access only
a. Calls-for-service records	○	○	○	○
b. Criminal history records	○	○	○	○
c. Driving records	○	○	○	○
d. Linked files for crime analysis	○	○	○	○
e. Motor vehicle records	○	○	○	○
f. Student information	○	○	○	○
g. Employee information	○	○	○	○

Issues: There may be some confusion by respondents in interpreting a "yes" response to this question. There may be instances where some patrol officers have direct electronic access but not all officers. This would be challenging for respondents to determine whether to answer yes or no to this question.

The 2013 LEMAS instrument asks if any patrol officers had direct electronic access while the 2016 LEMAS asks if agency field/patrol officers have direct access, similar to the 2011 SCLEA. Both instruments provide responses of "Yes" or "No"

The question is missing a reference date.

Recommendations: The format of this question and response categories were different in the 2016 LEMAS and dropped from the 2020 LEMAS. If included, formatting consistent with the 2016 LEMAS would be recommended, including the 2021 academic year as a reference period.

---

50. Do any of the officers in your agency use the following types of **electronic devices** while on patrol? *Please select ONE response per row.*

	Yes	No
a. Vehicle-mounted computer/terminal	○	○
b. Portable computer/terminal (not vehicle-mounted)	○	○
c. Other electronic device (PDA, smart phones, etc.)	○	○

Issues: The example of PDA in 50c is antiquated and should be removed.

The question is missing a reference date.

Recommendations: Consider replacing "PDA" with "tablet" as an example in 50c and adding the 2021 academic year as a reference period.

51. Does your agency use **computers or electronic devices** for any of the following functions? *Please select ONE response per row.*

Yes No

a. Crime mapping . . . . ○○
b. Dispatch (CAD) . . . . ○○
c. Inter-agency information sharing . . . . ○○
d. In-field reporting . . . . ○○

Issues: No issues found. However, there may be more recent functions that could be added based on current technology.

The question is missing a reference date.

Recommendations: The 2016 LEMAS includes functions not listed in the 2011 SCLEA. Consider whether these should be included and adding September 1, 2021 as a reference date. The 2016 LEMAS question is shown below:

39. As of June 30, 2016, did your agency use computers for any of the following functions?

	Yes	No
a. Crime analysis (including crime mapping or hotspot identification)	☐	☐
b. Social network analysis	☐	☐
c. Intelligence gathering	☐	☐
d. Inter-agency information transmission	☐	☐
e. Automated booking	☐	☐

PROBLEM MANAGEMENT

52. In 2011, did your agency meet regularly with the following to discuss **crime-related problems**? *Please select ONE response per row.*

Yes No

a. Advocacy groups . . . . ○○
b. Business groups . . . . ○○
c. Campus administrators/officials . . . . ○○
d. Domestic violence prevention groups . . . . . ○○
e. Faculty/Staff organizations . . . . ○○
f. Fraternity/Sorority groups . . . . ○○
g. Student Government Association . . . . ○○
h. Local public officials . . . . ○○
i. Neighborhood associations . . . . ○○
j. Other law enforcement agencies . . . . ○○
k. Religious groups . . . . ○○
l. Sexual violence prevention programs . . . . . ○○
m. Student housing groups . . . . ○○
n. Student organizations . . . . ○○

Issues: A calendar year reference period is included but may not be the most appropriate.

The question is vague in asking agencies whether they "meet regularly" with these groups, associations, or organizations.

Recommendations: The 2020 LEMAS asks if the agency had a "problem-solving partnership or written agreement" which would be more specific. Consider using this language to replace "meet regularly".

Furthermore, it would be recommended to anchor the reference period to the 2021 academic calendar rather than calendar year.

Consider engaging the expert panel to identify ways to shorten list and reduce perceived burden by the respondent.

---

53. In 2011, did your agency engage in any of the following activities? *Please select ONE response per row.*

	Yes	No
a. Actively encouraged officers to engage in SARA-type problem-solving projects on campus	○	○
b. Conducted an on-campus citizen police academy	○	○
c. Maintained or created a formal, written community policing plan	○	○
d. Incorporated community policing elements into campus security policy	○	○
e. Gave officers responsibility for specific geographic areas on campus	○	○
f. Included collaborative problem-solving projects in the evaluation criteria of patrol officers	○	○
g. Upgraded technology to support the analysis of campus community problems	○	○
h. Partnered with citizen groups and included their feedback in the development of community policing strategies	○	○
i. Conducted a ride-along program	○	○
j. Conducted Environmental Analysis (CPTED) to assess precursors to crime	○	○
k. Conducted intelligence-led policing	○	○
l. Conducted joint patrols with local law enforcement	○	○

Issues: As mentioned in question 52, the calendar year reference may not be the most appropriate.

Recommendations: We recommend these categories with a set of community policing questions modeled after the questions used in the 2016 LEMAS. Consider using the 2021 academic calendar rather than calendar year as a reference period.

---

54. Did your agency engage in any of the following **preparedness activities** in 2011? *Please select ONE response per row.*

	Yes	No
a. Disseminated information to increase citizen preparedness	○	○
b. Formal intelligence-sharing agreements with other law enforcement agencies	○	○
c. Participated in meetings with campus administrators/staff regarding emergency preparedness plans	○	○
d. Designed or revised a preparedness plan for a school shooting	○	○
e. Designed or revised a preparedness plan for an emergency evacuation of campus	○	○

Issues: As mentioned in question 52, the calendar year reference may not be the most appropriate.

Recommendations: Consider using the 2021 academic calendar rather than calendar year as a reference period and moving reference period to the beginning of the question.

---

55. Were **student patrols** used on your campus in 2011?

○ Yes   ○ No -- Go to Question 56.

Issues: As mentioned in question 52, the calendar year reference may not be the most appropriate.

Recommendations: Consider using the 2021 academic calendar rather than calendar year as a reference period and moving reference period to the beginning of the question.

55a. If student patrols were used on your campus, did these student patrols perform any of the following functions? *Please select ONE response per row.*

	Yes	No
a. Special event security	○	○
b. Auxiliary patrol during normal patrol hours	○	○
c. Building lock-up	○	○
d. Emergency response	○	○
e. Recruitment tool for agency	○	○
f. Residence hall security	○	○
g. Safety escorts	○	○

Issues: No concerns.

Recommendations: None.

---

56. In 2011, for each issue listed below, did your agency have a special unit with FULL-TIME personnel, use designated personnel as needed, have policies and procedures only, or not officially address the issue? *Please select ONE response per row.*

	Unit with personnel assigned full time	Designated personnel used as needed	Policies and procedures only	Not officially addressed
a. Alcohol education	○	○	○	○
b. Bicycle/Pedestrian safety	○	○	○	○
c. Date rape prevention	○	○	○	○
d. Drug education	○	○	○	○
e. General crime prevention	○	○	○	○
f. General rape prevention	○	○	○	○
g. Self-defense training	○	○	○	○
h. Suicide prevention	○	○	○	○
i. Bias/Hate crime	○	○	○	○
j. Community policing	○	○	○	○
k. Cybercrime	○	○	○	○
l. Identity theft	○	○	○	○
m. Intimate partner violence	○	○	○	○
n. Research and planning	○	○	○	○
o. Social network abuse (including online stalking, intimidation, etc.)	○	○	○	○
p. Stalking	○	○	○	○
q. Student security patrol	○	○	○	○
r. Victim assistance	○	○	○	○
s. White collar crime	○	○	○	○

Issues: This question may be perceived as burdensome and result in straightlining of responses.

As mentioned in question 52, the calendar year reference may not be the most appropriate.

A similar type of question can be found in the 2016 LEMAS, question 51. We recommend adopting that format for consistency. The 2016 LEMAS question is shown below:

51. As of June 30, 2016, how did your agency address the following problems/tasks? Mark the most appropriate box for each problem/task listed below. Mark only one box per row.

Type of problem/task	(1) Agency HAS specialized unit with personnel assigned FULL-TIME to address this problem/task	(2) Agency has designated personnel to address this problem/task	(3) Agency addresses this problem/task, but does not have designated personnel	(4) Agency does not formally address this problem/task	(5) Agency's jurisdiction does not have this problem (N/A)
a. Bias/hate crime	☐	☐	☐	☐	☐
b. Bomb/explosive disposal	☐	☐	☐	☐	☐
c. Child abuse/endangerment	☐	☐	☐	☐	☐
d. Crime prevention	☐	☐	☐	☐	☐
e. Community policing	☐	☐	☐	☐	☐
f. Crime analysis	☐	☐	☐	☐	☐
g. Cybercrime	☐	☐	☐	☐	☐
h. Domestic violence	☐	☐	☐	☐	☐
i. Drug education in schools	☐	☐	☐	☐	☐
j. Drug enforcement	☐	☐	☐	☐	☐
k. Environmental crimes	☐	☐	☐	☐	☐
l. Financial crimes	☐	☐	☐	☐	☐
m. Firearms	☐	☐	☐	☐	☐
n. Gangs	☐	☐	☐	☐	☐
o. Human trafficking	☐	☐	☐	☐	☐
p. Impaired drivers (DUI/DWI)	☐	☐	☐	☐	☐
q. Internal affairs	☐	☐	☐	☐	☐
r. Juvenile crimes	☐	☐	☐	☐	☐
s. Missing children	☐	☐	☐	☐	☐
t. Repeat offenders	☐	☐	☐	☐	☐
u. Research and planning	☐	☐	☐	☐	☐
v. School safety	☐	☐	☐	☐	☐
w. Special operations (e.g. SWAT)	☐	☐	☐	☐	☐
x. Terrorism/homeland security	☐	☐	☐	☐	☐
y. Victim assistance	☐	☐	☐	☐	☐

Recommendations: Consider modeling this question after 2016 LEMAS. The list of problems/tasks could be preserved/tailored to the SCLEA. Consider using the 2021 academic calendar rather than calendar year as a reference period.

---

57. Did **sworn** police officers (full time or part time) from your agency participate in the following events in 2011? *Please select ONE response per row.*

○ Mark here if not applicable -- no SWORN officers. Go to Question 58.

	Yes	No
a. Crime prevention programs at orientation	○	○
b. Drug/Alcohol programs at orientation	○	○
c. Crime prevention programs during the academic year	○	○
d. Drug/Alcohol programs during the academic year	○	○

Issues: The calendar year reference may not be the most appropriate.

Recommendations: Explore the utility of this question with expert panel. If the question is to be retained, consider combining questions 57 and 58 to ask about sworn and nonsworn officers. Consider adding 2021 academic year reference period at the beginning of the question.

PROBLEM MANAGEMENT

58. Did **nonsworn** security officers (full time or part time) from your agency participate in the following events in 2011? *Please select ONE response per row.*

○ Mark here if not applicable -- no NONSWORN officers. Go to Question 59.

	Yes	No
a. Crime prevention programs at orientation	○	○
b. Drug/Alcohol programs at orientation	○	○
c. Crime prevention programs during the academic year	○	○
d. Drug/Alcohol programs during the academic year	○	○

Issues: The calendar year reference may not be the most appropriate.

Recommendations: Explore the utility of this question with expert panel. If the question is to be retained, consider combining questions 57 and 58 to ask about sworn and nonsworn officers. Consider adding the 2021 academic year reference period at the beginning of the question.

---

59. Did your agency have a **campus safety escort service** in 2011?

○ Yes   ○ No -- Go to Question 60.

59a. Did your campus safety escort service include any of the following characteristics in 2011? *Please select ONE response per row.*

	Yes	No
a. Staffed by sworn police officers	○	○
b. Staffed by nonsworn security officers	○	○
c. Staffed by students	○	○
d. Walking escort service	○	○
e. Vehicle escort service	○	○

Issues: As mentioned in question 52, the calendar year reference may not be the most appropriate.

Recommendations: Questions 59 and 59a could be combined into one question using a similar format as earlier questions by offering:

> [ ] Mark here if not applicable – No campus safety escort service ⟶ **Go to Question 60**

Consider using the 2021 academic calendar rather than calendar year as a reference period and moving reference period to the beginning of the question.

---

60. Does your agency use any of the following methods for receiving **citizen complaints**? *Please select ONE response per row.*

	Yes	No
a. Complaints may be filed in person at agency	○	○
b. Complaints may be filed anonymously at agency	○	○
c. Complaints may be filed online at department website	○	○
d. Complaints may be filed online at another website	○	○
e. Complaints may be filed by telephone	○	○
f. Other form of filing available - please specify below:	○	○

Issues: A reference period is missing form the question.

The specify box is somewhat detached from the question and could be overlooked by respondents. This could be addressed by redesigning the question.

Recommendations: Explore the utility of this question with expert panel. This question is asked in less detail in the LEMAS. Other dimensions of the complaint process, such as the use of civilian review boards, may be a more salient concern for practitioners.

If the question is to be retained, it could be reformatted similar to the example provided in question 30 to address the disconnect between 60f and the specify box. Consider adding a reference period for the 2021 academic year to the beginning of the question.

JURISDICTION AND JOINT EFFORTS

61. Do FULL-TIME **sworn** officers in your agency have **arrest** jurisdiction for any of the following? *Please select ONE response per row.*

○ Mark here if not applicable -- no full-time SWORN officers. Go to Question 62.

	Yes	No
a. Properties adjacent to campus	○	○
b. Properties outside the area surrounding the campus	○	○
c. Off-campus jurisdiction defined and carried out through a Memorandum of Understanding (MOU) or Mutual Aid Agreement	○	○
d. State-wide jurisdiction	○	○

Issues: The areas described in 61a and 61b are vague.

A reference date is missing form the question.

Recommendations: Consider adding a reference date to the beginning of the question. Consider adding a description to questions 61a and 61b for clarity.

Explore construct validity of response categories during cognitive testing. Responses A and B, in particular, may be confusing to respondents.

62. Do any FULL-TIME officers in your agency have **patrol** jurisdiction for any of the following? *Please select ONE response per row.*

	Yes	No
a. Campus property	○	○
b. Properties adjacent to campus	○	○
c. Properties outside the area surrounding the campus	○	○
d. Off-campus jurisdiction defined and carried out through a Memorandum of Understanding (MOU) or Mutual Aid Agreement	○	○

Issues: This question does not specify whether respondents should consider both sworn and nonsworn officers. The areas described in 62b and 62c are vague.

A reference date is missing form the question.

Recommendations: Consider adding a reference date to the beginning of the question. Consider adding a parenthetical (sworn and nonsworn) as appears in other questions. Consider adding a description to questions 62b and 62c for clarity.

Explore construct validity of response categories during cognitive testing. Responses A and B, in particular, may be confusing to respondents.

63. Does your agency currently have a Memorandum of Understanding (MOU) or Mutual Aid Agreement with the following types of agencies? *Please select ONE response per row.*

	Yes	No
a. State law enforcement agency (non-campus)	○	○
b. Local police department	○	○
c. Sheriff's office/department	○	○
d. Other campus law enforcement agency	○	○
e. Other campus agency (non-law enforcement)	○	○
f. State or local courts	○	○
g. Other agency not listed above - please specify below:	○	○

Issues: The specify box is somewhat detached from the question and could be overlooked by respondents. This could be addressed by redesigning the question.

A reference date is missing form the question.

Recommendations: Consider adding September 1, 2021 as a reference date to the beginning of the question.

JURISDICTION AND JOINT EFFORTS *(cont'd)*

64. What was your agency's accreditation status with CALEA* and IACLEA** as of September 30, 2011? *Please select ONE response per row.*

	Accredited	Commission review phase	On-site assessment phase	Self-assessment phase	Application phase	None
a. Status with CALEA	○	○	○	○	○	○
b. Status with IACLEA	○	○	○	○	○	○

* Commission on Accreditation for Law Enforcement Agencies (CALEA)

** International Association of Campus Law Enforcement Administrators (IACLEA)

Issues: No concerns.

Recommendations: None.

2021 Survey of Campus Law Enforcement Agencies

Draft: January 29, 2021

INSTITUTIONAL INFORMATION

Cover Page:

1. **For which college/university campus(es) are you reporting?**
2. **Please provide your contact information below:**
   a. Name:
   b. Position/ Title:
   c. Telephone number:
   d. Fax number:
   e. E-mail address:

AGENCY INFORMATION

3-4. On the first day of the 2021-2022 academic year, who employed the officers that provided routine law enforcement services such as patrol or responding to calls for service on campus? *Please select ALL that apply.*

	3. …routine law enforcement services such as patrol or responding to calls for service.	4. …security for special events.
a. Campus police/security agency	[ ]	[ ]
b. Municipal/county police agency	[ ]	[ ]
c. Sheriff's office/department	[ ]	[ ]
d. State law enforcement agency (non-campus)	[ ]	[ ]
e. Private security firm	[ ]	[ ]
f. Other. Please specify: _____	[ ]	[ ]
g. None of these	[ ]	[ ]

⟶ If your college/university does **NOT** have a campus police/security agency, please **STOP** here and return this questionnaire in the envelope provided.

If your college/university does have a campus police/security agency, please continue with Question 5.

PERSONNEL INFORMATION

5. On the first day of the 2021-2022 academic year, enter the number of <u>full and part-time</u> personnel according to their <u>primary</u> job responsibility. *Count each full-time staff person ONLY once. If a person performed more than one function, enter that person's count in the job category in which s/he spent most of her/his time. If none, enter '0'.*

[ ] Mark here if not applicable – No full or part-time sworn officers ⟶ **Go to Column (2)**
[ ] Mark here if not applicable – No full or part-time nonsworn officers, civilian personnel, or student employees
⟶ **Go to Question 6**

	(1) Sworn officers with general arrest powers		(2) Non-sworn officers/ civilian personnel/ Student employees	
	Full Time	Part Time	Full Time	Part Time
a. **Administration** - Chief of police, head of campus security, assistants and other personnel who work in an administrative capacity. *Include finance, human resources and internal affairs.*	_____	_____	_____	_____
b. **Total operations** – Police officers, detectives, inspectors, supervisors, and other personnel providing direct law enforcement services. *Include traffic, patrol, investigations and special operations*				
1. **Officers –** Patrol/field officers, police officers, traffic, SROs, etc.	_____	_____	_____	_____
2. **Detectives/investigators**	_____	_____	_____	_____
3. **Contract Security**	_____	_____	_____	_____
4. **Contract Seasonal**	_____	_____	_____	_____
5. **All other operations personnel**–Inspectors, supervisors, special operations, and other personnel providing direct law enforcement services.	_____	_____	_____	_____
c. **Total support** – Dispatchers, records clerks, crime analysts, crime lab technicians and other personnel providing support services other than administrative. *Include communications, crime lab, fleet management and training.*				
1. **Dispatchers**	_____	_____	_____	_____
2. **All other support personnel**– Records clerks, crime analysts, crime lab technicians, and other personnel providing support services other than administrative. *Include communications, crime lab, fleet management, and training.*	_____	_____	_____	_____
d. **Other personnel not included above** (e.g., crossing guards, parking enforcement, etc.)	_____	_____	_____	_____

6. On the first day of the 2021-2022 academic year, enter the number male and female <u>full-time sworn</u> officers by race, Hispanic origin and sex. *If none, enter '0'.*

		Male	Female
a.	White, non-Hispanic	_____	_____
b.	Black or African American, non-Hispanic	_____	_____
c.	Hispanic or Latino	_____	_____
d.	American Indian or Alaska Native, non-Hispanic	_____	_____
e.	Native Hawaiian or other Pacific Islander, non-Hispanic	_____	_____
f.	Two or more races	_____	_____
g.	Not known	_____	_____
h.	**Total Full-time sworn officers (*sum of rows 6a-6g*)**	_____	_____

PERSONNEL DUTIES AND FUNCTIONS

7. On the first day of the 2021-2022 academic year, did your agency have the <u>primary responsibility</u> for providing the following functions? *Please select ONE response per row.*

Security Functions	Yes	No
a. Access control (including electronic access)	[ ]	[ ]
b. Building lockup/unlock	[ ]	[ ]
c. Central alarm monitoring	[ ]	[ ]
d. Key control	[ ]	[ ]
e. Monitoring surveillance cameras	[ ]	[ ]
Specialized Functions	**Yes**	**No**
f. Bomb/Explosive disposal or detection	[ ]	[ ]
g. Executive/dignitary protection	[ ]	[ ]
h. Search and rescue	[ ]	[ ]
i. Tactical operations (SWAT)	[ ]	[ ]
j. Task force participation	[ ]	[ ]
k. Underwater recovery	[ ]	[ ]
Vehicle-related Functions	**Yes**	**No**
l. Parking administration/registration	[ ]	[ ]
m. Parking enforcement	[ ]	[ ]
n. Traffic accident investigation	[ ]	[ ]
o. Traffic direction and control	[ ]	[ ]
p. Traffic law enforcement	[ ]	[ ]
Public Safety Functions	**Yes**	**No**
q. Animal control	[ ]	[ ]
r. Dispatching calls for service	[ ]	[ ]
s. Emergency fire services	[ ]	[ ]
t. Emergency management	[ ]	[ ]
u. Emergency medical services	[ ]	[ ]
v. Environmental health/safety	[ ]	[ ]
w. Fire inspection & prevention	[ ]	[ ]
x. Safety escort services	[ ]	[ ]

8. On the first day of the 2021-2022 academic year, did your agency have the <u>primary responsibility</u> for providing on-site security for the following facilities and events? *Please select ONE response per row.*

	Yes	No
a. Agricultural facilities	[ ]	[ ]
b. Auditorium events	[ ]	[ ]
c. Clinic facilities	[ ]	[ ]
d. Cultural facilities (e.g., museums)	[ ]	[ ]
e. Daycare and pre-kindergarten facilities	[ ]	[ ]
f. Educational (K-12) facilities	[ ]	[ ]
g. Hazardous biological/chemical materials	[ ]	[ ]
h. Hospital facilities	[ ]	[ ]
i. Indoor arena events	[ ]	[ ]
j. Nuclear/Radioactive materials	[ ]	[ ]
k. Outdoor concert events	[ ]	[ ]
l. Outdoor stadium events	[ ]	[ ]

9. On the first day of the 2021-2022 academic year, did your agency operate the following types of facilities? *Please select ONE response per row.*

	Yes	No
a. Operating a temporary holding cell (not for overnight detention)	[ ]	[ ]
b. Operating an overnight lockup or temporary holding facility separate from a jail	[ ]	[ ]

10. On the first day of the 2021-2022 academic year, what level of routine patrol coverage did your agency provide for the following periods? *Please select one response for **sworn** and one response for **non-sworn** for each row.*

	Uniformed Sworn Police Officers			Uniformed Non-Sworn Police Officers		
	24-hour patrol coverage	Less than 24-hour patrol coverage	No routine patrols	24-hour patrol coverage	Less than 24-hour patrol coverage	No routine patrols
a. Weekdays during academic terms	[ ]	[ ]	[ ]	[ ]	[ ]	[ ]
b. Weekends during academic terms	[ ]	[ ]	[ ]	[ ]	[ ]	[ ]
c. Breaks between academic terms	[ ]	[ ]	[ ]	[ ]	[ ]	[ ]
d. Summer term	[ ]	[ ]	[ ]	[ ]	[ ]	[ ]
	[ ] Not Applicable – No Uniformed Sworn Police Officers			[ ] Not Applicable – No Uniformed Non-Sworn Police Officers		

ADMINISTRATION

11. For the fiscal year that includes the first day of the 2021-2022 academic year, what was your agency's total operating budget? *If not available, provide an estimate and mark [X] the estimate checkbox. Do not include building construction costs or major equipment costs.*

$ _____.00   *If estimate, check here:* [ ]

12. On the first day of the 2021-2022 academic year, what was the minimum and maximum annual base salary for the following full-time positions? *If you have only one value for a particular position, please enter it as a 'Minimum'. For any salaries paid at an hourly rate, please multiply the hourly rate by 2,088 to get the annual salary.*

Full-time Position	Minimum Annual Salary (in dollars)	Maximum Annual Salary (in dollars)	Not Applicable - No Such Position	Don't Know
a. Chief / Director	$_____	$_____	[ ]	[ ]
b. Shift Supervisor	$_____	$_____	[ ]	[ ]
c. Entry-level sworn police officer	$_____	$_____	[ ]	[ ]
d. Entry-level nonsworn security officer	$_____	$_____	[ ]	[ ]

13. During the fiscal year including the first day of the 2021-2022 academic year, did your agency authorize or provide any of the following special pay or benefits to <u>FULL-TIME sworn and non-sworn officers</u>? *Mark [X] all that apply.*

[ ] Mark here if not applicable – No full-time sworn officers ⟶ **Go to Column (2)**
[ ] Mark here if not applicable – No full-time nonsworn officers ⟶ **Go to Question 14**

	(1) Offered to full-time **sworn** officers	(2) Offered to full-time **non-sworn** officers
a. Bilingual ability pay	[ ]	[ ]
b. Education incentive pay	[ ]	[ ]
c. Hazardous duty pay	[ ]	[ ]
d. Merit/performance pay	[ ]	[ ]
e. Military service pay	[ ]	[ ]
f. Shift differential pay	[ ]	[ ]
g. Special skills proficiency pay	[ ]	[ ]

14. On the first day of the 2021-2022 academic year, were there any external agreements or memoranda of understanding between employee representative organizations and nonsupervisory FULL-TIME personnel with your agency? *Please select ONE response per row.*

[ ] Mark here if not applicable (no external agreements of memoranda of understanding) ⟶ **Go to Question 15**

	Yes	No	Not Applicable
a. Full-time sworn police officers	[ ]	[ ]	[ ] No sworn officers
b. Full-time nonsworn security officers	[ ]	[ ]	[ ] No nonsworn officers

TECHNOLOGY AND COMMUNICATION

	Yes	No
15. On the first day of the 2021-2022 academic year, did any part of your campus have a 'blue-light' or equivalent emergency phone system?	[ ]	[ ]

	Yes	No
16. On the first day of the 2021-2022 academic year, did your agency participate in an <u>emergency telephone system</u> with an enhanced 9-1-1, 3-, or 4-digit system (providing both caller location and identification when available)?	[ ]	[ ]

17. On the first day of the 2021-2022 academic year, did your agency have an emergency telephone system with the following capabilities for incoming calls from <u>wireless/cellular phones</u>? *Please select ONE response per row.*

	Yes	No
a. Displays phone number of wireless caller	[ ]	[ ]
b. Displays general location of wireless caller	[ ]	[ ]
c. Displays exact location of wireless caller	[ ]	[ ]
d. Other. Please specify: _____	[ ]	[ ]

18. On the first day of the 2021-2022 academic year, did your campus use any of the following as part of its <u>mass notification systems</u>? *Please select ONE response per row.*

	Yes	No
a. Cellphone application	[ ]	[ ]
b. Cellphone call alerts or voicemail alerts	[ ]	[ ]
c. CCTV monitor announcements	[ ]	[ ]
d. E-mail alerts	[ ]	[ ]
e. Outdoor public-address speakers or sirens	[ ]	[ ]
f. Radio or TV announcements	[ ]	[ ]
g. Social media accounts or college/university website	[ ]	[ ]
h. Text message alerts	[ ]	[ ]

i. Variable message sign or LCD billboard announcements	[ ]	[ ]
j. Voice-over fire alarms	[ ]	[ ]
k. Other. Please specify: _____	[ ]	[ ]

19. On the first day of the 2021-2022 academic year, did your agency utilize any of the following technologies for law enforcement or investigative purposes? *Please select ONE response per row.*

	Yes	No
a. Automated fingerprint identification system (AFIS) or next generation identification (NGI)	[ ]	[ ]
b. Body-worn cameras	[ ]	[ ]
c. Computer aided dispatch (CAD)	[ ]	[ ]
d. Facial recognition	[ ]	[ ]
e. Firearm detection or tracing (e.g., eTrace) technology	[ ]	[ ]
f. Geographic information systems (GIS), including geo-fencing	[ ]	[ ]
g. Gunshot detection (e.g., ShotSpotter)	[ ]	[ ]
h. License plate readers (LPR)	[ ]	[ ]
i. Record management system (RMS)	[ ]	[ ]
j. Tire deflation device	[ ]	[ ]
k. Virtual or augmented reality training systems	[ ]	[ ]
l. Other. Please specify: _____	[ ]	[ ]

20. On the first day of the 2021-2022 academic year, was the campus public safety radio system <u>interoperable</u> with the local police, fire, and other first responders?

[ ] Yes, fully
[ ] Yes, partially
[ ] Not at all

21. If your campus had a <u>mass notification system</u> on the first day of the 2021-2022 academic year, how were the following groups of people <u>enrolled</u> into the system? *Please select ONE response per row.*

	Voluntary, opt-in	Mandatory, opt-out	Other method	Not applicable
a. Students	[ ]	[ ]	[ ]	[ ]
b. Staff	[ ]	[ ]	[ ]	[ ]
c. Faculty/Administration	[ ]	[ ]	[ ]	[ ]

22. On the first day of the 2021-2022 academic year, did your agency use <u>computers or electronic devices</u> for any of the following functions? *Please select ONE response per row.*

	Yes	No
a. Automated booking	[ ]	[ ]
b. Crime analysis (including crime mapping or hotspot identification)	[ ]	[ ]
c. Intelligence gathering	[ ]	[ ]

d.	Inter-agency information transmission	[ ]	[ ]
e.	Social network analysis	[ ]	[ ]

OFFICER SELECTION AND TRAINING REQUIREMENTS

23. Indicate your agency's minimum education requirement that new FULL-TIME <u>sworn</u> and new FULL-TIME <u>nonsworn</u> officers must have at hiring or within two years of hiring on the first day of the 2021-2022 academic year.

[ ] Mark here if not applicable – No full-time sworn officers ⟶ **Go to Column (2)**
[ ] Mark here if not applicable – No full-time nonsworn officers ⟶ **Go to Question 23b**

	(1) New Full-Time Sworn Officers	(2) New Full-Time Nonsworn Officers
Four-year college degree required	[ ]	[ ]
Two-year college degree required	[ ]	[ ]
Some college, but no degree required	[ ]	[ ]
⟼ **If some college, total credit hours required**	_____ hours	_____ hours
High school diploma or equivalent required	[ ]	[ ]
No formal education requirement	[ ]	[ ]
⟼ **If no formal requirement** ⟶ **Go to Question 24**		

23b. On the first day of the 2021-2022 academic year, did your agency consider <u>military service</u> as an exemption to this minimum education requirement?

[ ] Yes
[ ] No

24. On the first day of the 2021-2022 academic year, which of the following screening techniques were used by your agency in selecting new FULL-TIME <u>sworn</u> and <u>nonsworn</u> officer recruits?
Please select ONE response in Column A and ONE response in Column B per row.

[ ] Mark here if not applicable – No full-time sworn officers ⟶ **Go to Column (2)**
[ ] Mark here if not applicable – No full-time nonsworn officers ⟶ **Go to Question 25**

	(1) New Full-Time Sworn Officers		(2) New Full-Time Nonsworn Officers	
Background check	Yes	No	Yes	No
a. Background investigation	[ ]	[ ]	[ ]	[ ]
b. Credit history check	[ ]	[ ]	[ ]	[ ]
c. Criminal history check	[ ]	[ ]	[ ]	[ ]
d. Driving record check	[ ]	[ ]	[ ]	[ ]
e. Social media check	[ ]	[ ]	[ ]	[ ]
Personal attributes	Yes	No	Yes	No
f. Cognitive ability assessment (e.g., writing, reading comprehension, analytical skills)	[ ]	[ ]	[ ]	[ ]
g. Interpersonal skills assessment	[ ]	[ ]	[ ]	[ ]
h. Personality/Psychological inventory	[ ]	[ ]	[ ]	[ ]
i. Psychological interview	[ ]	[ ]	[ ]	[ ]
j. Polygraph exam	[ ]	[ ]	[ ]	[ ]
Physical attributes	Yes	No	Yes	No
k. Drug test	[ ]	[ ]	[ ]	[ ]
l. Medical exam	[ ]	[ ]	[ ]	[ ]
m. Physical agility/fitness test	[ ]	[ ]	[ ]	[ ]
⮡ [IF 24m = YES] Does your agency have different standards based on sex?	[ ]	[ ]	[ ]	[ ]
n. Vision and/or hearing test	[ ]	[ ]	[ ]	[ ]

25. On the first day of the 2021-2022 academic year, how many total hours of <u>academy</u> training and <u>field</u> training (e.g., with FTO) were required of your agency's new (non-lateral) <u>sworn</u> and <u>nonsworn</u> officer recruits?

[ ] Mark here if not applicable – No full-time sworn officers ⟶ **Go to Column (2)**
[ ] Mark here if not applicable – No full-time nonsworn officers ⟶ **Go to Question 26**

	(1) New Full-Time Sworn Officers	(2) New Full-Time Nonsworn Officers
Academy Training Hours Total Hours of training *(state mandated and additional hours)*	_____ hours	_____ hours
Field Training Hours Total Hours of training *(state mandated and additional hours)*	_____ hours	_____ hours

26. On the first day of the 2021-2022 academic year, what were the minimum annual in-service training hours required of your agency's (non-lateral) <u>sworn</u> and <u>nonsworn</u> officer recruits? *If no in-service training hours are required, enter '0'.*

[ ] Mark here if not applicable – No full-time sworn officers ⟶ **Go to Column (2)**
[ ] Mark here if not applicable – No full-time nonsworn officers ⟶ **Go to Question 26a**

	(1) Full-Time Sworn Officers	(2) Full-Time Nonsworn Officers
In-Service Training Hours Total In-Service Training Hours of training *(state mandated and additional hours)*	_____ hours	_____ hours

26a. On the first day of the 2021-2022 academic year, did your agency's in-service training include the following topics?
Please select ONE response per row.

	Yes	No
a. Bias/hate crimes	[ ]	[ ]
b. Crisis Intervention	[ ]	[ ]
c. Crowd control	[ ]	[ ]
d. De-escalation/non-escalation	[ ]	[ ]
e. Diversity	[ ]	[ ]
f. Gender-based violence	[ ]	[ ]
g. Implicit bias	[ ]	[ ]
h. Mental health	[ ]	[ ]
i. Peer intervention	[ ]	[ ]
j. Protest response	[ ]	[ ]
k. Threat assessment	[ ]	[ ]
l. Other. Please specify: _____	[ ]	[ ]

27. On the first day of the 2021-2022 academic year, did your agency have plans to conduct the following types of Active Shooter training during the 2021-2022 academic year?

Please select ONE response per row.

	Yes	No
a. Mock exercise/Scenario	[ ]	[ ]
b. Workshop/Seminar/Lecture	[ ]	[ ]
c. Virtual reality	[ ]	[ ]
d. Other. Please specify: _____	[ ]	[ ]

EQUIPMENT AND TECHNIQUES

28. On the first day of the 2021-2022 academic year, which of the following types of firearms were authorized for use by your agency's full-time <u>sworn</u> officers?

[ ] Mark here if not applicable – No full-time sworn officers ⟶ **Go to Question 30**

	Authorized	Not authorized
a. Handgun	[ ]	[ ]
b. Shotgun or manual rifle	[ ]	[ ]
c. Fully automatic rifle (e.g., M-16)	[ ]	[ ]
d. Semi-automatic rifle (e.g., AR-15)	[ ]	[ ]

29. On the first day of the 2021-2022 academic year, which of the following types of <u>weapons</u> or <u>actions</u> were authorized for use by your agency's full-time <u>sworn</u> officers?

	Almost / Always Authorized	Authorized Under Limited Circumstances	Never Authorized
a. Open hand techniques	[ ]	[ ]	[ ]
b. Closed hand techniques	[ ]	[ ]	[ ]
c. Takedown techniques (e.g., straight arm bar)	[ ]	[ ]	[ ]
d. Vascular restraint or carotid hold	[ ]	[ ]	[ ]
e. Respiratory neck restraint	[ ]	[ ]	[ ]
f. Leg hobble or other restraints (not including handcuffs)	[ ]	[ ]	[ ]
g. OC spray/foam	[ ]	[ ]	[ ]
h. Chemical agent projectile (e.g., CS/tear gas, OC pellets)	[ ]	[ ]	[ ]
i. Flash/bang grenade	[ ]	[ ]	[ ]
j. Baton	[ ]	[ ]	[ ]
k. Blunt force projectile (e.g., bean bag, rubber bullets)	[ ]	[ ]	[ ]
l. Conducted energy device (e.g., Taser, stun gun, Stinger)	[ ]	[ ]	[ ]
m. Other. Please specify: _____	[ ]	[ ]	[ ]

30. On the first day of the 2021-2022 academic year, did your agency operate any of the following types of motorized vehicles or equipment? *Please select ONE response per row.*	Yes	No
a. Armored vehicles (e.g., MRAP, tank, BearCat or other SWAT carrier)	[ ]	[ ]
b. Custom or Specialized Vehicles Please specify: _____	[ ]	[ ]

PROBLEM MANAGEMENT

31. On the first day of the 2021-2022 academic year, did your agency have a formal written agreement or an informal problem-solving partnership with any of the following? *Please select ONE response per row.*	Yes	No
a. Advocacy groups	[ ]	[ ]
b. Athletics groups, NCAA, club, and intramural	[ ]	[ ]
c. Business groups	[ ]	[ ]
d. Campus administrators/officials	[ ]	[ ]
e. Domestic violence prevention groups	[ ]	[ ]
f. Faculty/Staff organizations	[ ]	[ ]
g. Fraternity/Sorority groups	[ ]	[ ]
h. LGBTQ+ groups	[ ]	[ ]
i. Local public officials	[ ]	[ ]
j. Multicultural groups	[ ]	[ ]
k. Neighborhood associations	[ ]	[ ]
l. Other law enforcement agencies	[ ]	[ ]
m. Religious groups	[ ]	[ ]
n. Sexual violence prevention programs	[ ]	[ ]
o. Student Government Association	[ ]	[ ]
p. Student housing groups	[ ]	[ ]
q. Student organizations	[ ]	[ ]

32. On the first day of the 2021-2022 academic year, did your agency have plans to do any of the following during the 2021-2022 academic year…? *Please select ONE response per row.*	Yes	No
a. Conduct Adopt-A-Residence Hall Program	[ ]	[ ]
b. Conduct a citizen police academy	[ ]	[ ]
c. Foot patrols through buildings (required or encouraged)	[ ]	[ ]
d. Maintain a written community policing plan	[ ]	[ ]
e. Participate in student-led events	[ ]	[ ]
f. Work with a Community Advisory Committee	[ ]	[ ]
g. Other (Please specify): _____	[ ]	[ ]

33. During the 2021-2022 academic year, does your agency plan to conduct any of the following preparedness planning activities? *Please select ONE response per row.*

	Yes	No
a. Design or revise a preparedness plan for a school shooting	[ ]	[ ]
b. Design or revise a preparedness plan for an emergency evacuation of campus	[ ]	[ ]
c. Disseminate information to increase campus preparedness	[ ]	[ ]
d. Participate in formal intelligence-sharing agreements with other law enforcement agencies	[ ]	[ ]
e. Participate in meetings with campus administrators/staff regarding emergency preparedness plans	[ ]	[ ]

34. On the first day of the 2021-2022 academic year, were student patrols used on your campus?

[ ] Yes
[ ] No ⟶ **Go to Question 35**

34a. If student patrols were used on your campus on the first day of the 2021-2022 academic year, did these student patrols perform any of the following functions?
Please select ONE response per row.

	Yes	No
a. Auxiliary patrol during normal patrol hours	[ ]	[ ]
b. Building lock-up	[ ]	[ ]
c. Emergency response	[ ]	[ ]
d. Recruitment tool for agency	[ ]	[ ]
e. Residence hall security	[ ]	[ ]
f. Safety escorts	[ ]	[ ]
g. Special event security	[ ]	[ ]

35. On the first day of the 2021-2022 academic year, how did your agency address the following issues? *Please select ONE response per row.*

| Type of issue | (1) Agency HAD specialized unit with personnel assigned FULL-TIME to address this problem/task | Agency DID NOT HAVE a specialized unit with full-time personnel | | | |
		(2) Agency had designated personnel to address this problem/task	(3) Agency addresses this problem/task, but did not have designated personnel	(4) Agency did not formally address this problem/task	(5) Agency's jurisdiction did not have this problem (NA)
a. Active shooter response	[ ]	[ ]	[ ]	[ ]	[ ]
b. Alcohol education	[ ]	[ ]	[ ]	[ ]	[ ]
c. Behavioral assessment	[ ]	[ ]	[ ]	[ ]	[ ]
d. Bias/hate crime	[ ]	[ ]	[ ]	[ ]	[ ]
e. Bicycle/pedestrian safety	[ ]	[ ]	[ ]	[ ]	[ ]
f. Community policing	[ ]	[ ]	[ ]	[ ]	[ ]
g. Crisis intervention	[ ]	[ ]	[ ]	[ ]	[ ]
h. Cybercrime	[ ]	[ ]	[ ]	[ ]	[ ]
i. Drug education	[ ]	[ ]	[ ]	[ ]	[ ]
j. General crime prevention	[ ]	[ ]	[ ]	[ ]	[ ]
k. General rape prevention	[ ]	[ ]	[ ]	[ ]	[ ]
l. Identity theft	[ ]	[ ]	[ ]	[ ]	[ ]
m. Intimate partner violence, including date rape	[ ]	[ ]	[ ]	[ ]	[ ]
n. Research and planning	[ ]	[ ]	[ ]	[ ]	[ ]
o. Self-defense training	[ ]	[ ]	[ ]	[ ]	[ ]
p. Social media/network abuse	[ ]	[ ]	[ ]	[ ]	[ ]
q. Stalking	[ ]	[ ]	[ ]	[ ]	[ ]
r. Student security patrol	[ ]	[ ]	[ ]	[ ]	[ ]
s. Suicide prevention	[ ]	[ ]	[ ]	[ ]	[ ]
t. Victim assistance	[ ]	[ ]	[ ]	[ ]	[ ]
u. White collar crime	[ ]	[ ]	[ ]	[ ]	[ ]

36. On the first day of the 2021-2022 academic year, did your agency have plans for <u>sworn </u>or <u>nonsworn</u> officers (full-time or part-time) from your agency participate in the following events during the 2021-2022 academic year? *Please select ONE response in Column A and ONE response in Column B per row.*

[ ] Mark here if not applicable – No full- or part-time sworn officers ⟶ **Go to Column (2)**
[ ] Mark here if not applicable – No full- or part-time nonsworn officers ⟶ **Go to Question 37**

	(1) Full-Time or Part Time Sworn Officers		(2) Full-Time or Part Time Nonsworn Officers	
	Yes	No	Yes	No
a. Crime prevention programs at new student orientation	[ ]	[ ]	[ ]	[ ]
b. Drug/Alcohol programs at new student orientation	[ ]	[ ]	[ ]	[ ]
c. Active shooter exercises at new student orientation	[ ]	[ ]	[ ]	[ ]
d. Crime prevention programs during the academic year	[ ]	[ ]	[ ]	[ ]
e. Drug/Alcohol programs during the academic year	[ ]	[ ]	[ ]	[ ]
f. Active shooter exercises during the academic year	[ ]	[ ]	[ ]	[ ]

37. On the first day of the 2021-2022 academic year, did your campus safety escort service include any of the following characteristics? *Please select ONE response per row.*

[ ] Mark here if not applicable – No campus safety escort service ⟶ **Go to Question 38**

	Yes	No
a. Staffed by sworn police officers	[ ]	[ ]
b. Staffed by nonsworn security officers	[ ]	[ ]
c. Staffed by students	[ ]	[ ]
d. Escorts on foot	[ ]	[ ]
e. Escort by vehicle	[ ]	[ ]

38. During the 2020-2021 academic year, enter the number of citizen complaints (including students) received by current disposition status. *If none, enter '0'.*

	All complaints	Use of force complaints
a. Sustained (sufficient evidence to justify disciplinary action against the officer(s))	_____	_____
b. Other disposition (e.g., unfounded, exonerated, not sustained, withdrawn)	_____	_____
c. Pending (final disposition of the allegation has not been made)	_____	_____
d. Total complaints received (*sum of rows a-c*)	_____	_____

39. On the first day of the 2021-2022 academic year, did FULL-TIME SWORN officers in your agency have <u>arrest or patrol</u> jurisdiction for any of the following? *Please check all that apply for each row. If you have no jurisdiction, arrest and patrol should not be selected.*

[ ] Mark here if not applicable – No full-time SWORN officers ⟶ **Go to Question 40**

	Arrest Jurisdiction	Patrol Jurisdiction	No Jurisdiction
a. Campus property (any building or property owned or controlled by the campus within the same reasonably contiguous geographic area)	[ ]	[ ]	[ ]
b. Properties adjacent to campus (all public property that is within the campus or immediately adjacent to and accessible from the campus)	[ ]	[ ]	[ ]
c. Properties outside the area surrounding the campus	[ ]	[ ]	[ ]
d. Off-campus jurisdiction defined and carried out through a Memorandum of Understanding (MOU) or Mutual Aid Agreement	[ ]	[ ]	[ ]
e. State-wide jurisdiction	[ ]	[ ]	[ ]

40. On the first day of the 2021-2022 academic year, did FULL-TIME NONSWORN officers in your agency have <u>patrol</u> jurisdiction for any of the following? *Please check all that apply for each row. If you have no jurisdiction, arrest and patrol should not be selected.*

[ ] Mark here if not applicable – No full-time NONSWORN officers ⟶ **Go to Question 41**

	Patrol Jurisdiction	No Jurisdiction
a. Campus property (any building or property owned or controlled by the campus within the same reasonably contiguous geographic area)	[ ]	[ ]
b. Properties adjacent to campus (all public property that is within the campus or immediately adjacent to and accessible from the campus)	[ ]	[ ]
c. Properties outside the area surrounding the campus	[ ]	[ ]
d. Off-campus jurisdiction defined and carried out through a Memorandum of Understanding (MOU) or Mutual Aid Agreement	[ ]	[ ]
e. State-wide jurisdiction	[ ]	[ ]

41. On the first day of the 2021-2022 academic year, did your agency have an active Memorandum of Understanding (MOU) or Mutual Aid Agreement with the following types of agencies? *Please select ONE response per row.*

	Yes	No
a. State law enforcement agency (non-campus)	[ ]	[ ]
b. Local police department	[ ]	[ ]
c. Sheriff's office/department	[ ]	[ ]
d. Campus law enforcement agency at another college/university	[ ]	[ ]
e. Other campus agency (non-law enforcement)	[ ]	[ ]
f. State or local courts	[ ]	[ ]
g. Other. Please specify: _____	[ ]	[ ]

42. On the first day of the 2021-2022 academic year, did your agency have a formal policy on the following? *Please select ONE response per row.*

	Yes	No
a. Bias/hate crimes	[ ]	[ ]
b. Gender based offenses	[ ]	[ ]
c. Jurisdictional sharing with local law enforcement agencies	[ ]	[ ]
d. Managing concurrent criminal and Title IX investigations	[ ]	[ ]
e. Off-campus jurisdictional authority	[ ]	[ ]
f. Officers involved in domestic violence	[ ]	[ ]
g. Outside review of use of force	[ ]	[ ]
h. Providing mental health support for officers experiencing post-traumatic stress disorder	[ ]	[ ]
i. Other. Please specify: _____	[ ]	[ ]

August 2020

2021 Survey of Campus Law Enforcement Agencies (SCLEA)

Expert Panel Summary

Prepared for:

U.S. Department of Justice
Office of Justice Programs
Bureau of Justice Statistics
810 Seventh Street, NW
Washington, D.C. 20531

Prepared by

RTI International
3040 Cornwallis Road
Research Triangle Park, NC 27709

RTI Project Number 0217161

Introduction

The Survey of Campus Law Enforcement Agencies (SCELA), administered by the Bureau of Justice Statistics (BJS), is a self-reported survey data collection including all campus security and law enforcement agencies (LEAs) from colleges and universities with a full-time enrollment of 1,000 or more students across the United States. The SCLEA gathers information on several topics, including agency staffing, operations, budget, policies, technology, and equipment. SCLEA data are used to provide an overview of campus law enforcement nationally, identify trends, and provide a representative benchmark for individual agency comparisons. In preparation for the 2021 SCLEA, BJS, along with RTI International (RTI) and the International Association of Campus Law Enforcement Administrators (IACLEA), convened an expert panel of campus law enforcement researchers and practitioners—a full list of attendees is included in Appendix A. The key goals of the panel were:

- identify updates to the 2011 SCLEA questionnaire to reflect changes in campus law enforcement and campus law enforcement research; and
- identify ways to reduce respondent burden for the 2021 SCLEA.

The expert panel began with an introduction to BJS, RTI, IACLEA, and the SCLEA, followed by participant introductions. The next session focused on campus law enforcement data needs, followed by a review of what items to keep from the draft 2011 SCLEA questionnaire, and finally a discussion of key items panelists thought should be added to the 2011 SCLEA—the expert panel agenda is included in Appendix B. This report summarizes the July 2020 expert panel discussion and provides recommendations for improving the 2021 SCLEA to reflect the state of campus law enforcement and the needs of campus law enforcement practitioners and researchers more accurately—full deidentified notes are included in Appendix C.

SCLEA Background

After brief introductions, BJS presented the goals and history of the SCLEA. The SCLEA has been conducted approximately every five years since 1995, and has included all 4-year universities and colleges with 1,000 or more students and all 2-year institutions with 2,500 or more students. Past SCLEAs collected data on campus LEA personnel, functions, expenditures and pay, operations, equipment, computers and information systems, community policing activities, specialized units, and emergency preparedness activities.

BJS then discussed the goals of the panel to focus participants. First, BJS recognizes significant changes are needed for the 2021 SCLEA to reflect changes in campus law enforcement since the 2011 SCLEA. Second, BJS discussed the importance of reducing survey burden for SCLEA participants, recognizing campus LEAs receive an increasing number of survey requests and have limited resources to comply with those requests. BJS's goal for the 2021 SCLEA is to balance survey length while capturing data needed by campus law enforcement practitioners, researchers, and policy makers.

Campus Law Enforcement Data Discussion

The first substantive section focused on how data are compared across campus LEAs and how researchers and practitioners use or would use SCLEA data.

Campus LEA Benchmarking

First, practitioners were asked how they identified agencies for benchmarking their agency's performance. Practitioners reported difficulty comparing data with other campus LEAs, primarily due to issues in comparing budgets, highlighting differences in accounting procedures. For example, panel members cited inconsistencies in what work is captured in a budget; one practitioner noted that their agency does not have a budget line for contract work, while another confirmed that contract security was included in their budget. For this reason, panelists recommended focusing on core budget components for 2021—for example, patrol operations. Further, given inconsistencies in reporting, panelists recommended excluding contract work from any budget data requests.

In addition, there was concern that many campus LEAs would not accurately report budget data, "because they do not want that information out." Due to these confidentiality concerns, one expert reported only benchmarking budget data with other agencies in their state university system.

Similarly, panelists reported difficulty identifying agencies for benchmarking based on full-time enrollment. One practitioner noted that their student population was relatively small, but that they were also serving around 45,000 university employees tied to the school's healthcare system. For this reason, we recommend considering campus staff size as an alternative metric for analysis—in addition to full-time student enrollment—or ask a question on whether the campus LEA also serves a medical school or hospital

Campus LEA Data Needs

Next, the discussion focused on the general data needs of campus LEAs and researchers—specific item level reviews were covered in later sessions. Panelists started by discussing outdated aspects of the 2011 SCLEA, citing two main factors. First, many questions referenced obsolete technologies or practices, such as blue-light emergency systems that are no longer used on many campuses.

Second, questions were often formatted or worded in a way that has been refined on more recent BJS LEA collections, including the 2020 LEMAS survey and 2018 CSLLEA. One example was the 2011 SCELA's use of the word "regularly" in question and response option text (such as asking if a duty was "regularly" performed). There was general agreement that this was vague and hard to answer. Often, the group expressed a preference for the phrase "primarily" from the 2020 LEMAS and 2018 CSLLEA. In other cases, the panel suggested replacing response options with "regularly" in them with a Yes/No dichotomy. In almost all cases, if LEMAS or CSLLEA had an analogous question, experts expressed a preference for the 2020 LEMAS or 2018

CSLLEA version over the 2011 SCLEA version—specific items where an update to a more recent version is recommended are presented later in this report.

Finally, panelists discussed potential uses for SCLEA data. Practitioner panelists frequently cited using SCLEA data as metrics to help address public concerns about campus law enforcement policies and relationships with local police departments, notably campus law enforcement practitioners. One practitioner envisions using SCLEA or similar data to compare their agency to other campus LEAs in their state, specifically on several issues they linked to public perception of campus LEAs:

1) general agency policies,
2) policies on student involvement and engagement,
3) specific officer or agency accountability (particularly in use of force situations) policies, and
4) officer jurisdiction and authority.

2011 SCLEA Item Review

For the next session, panelists were asked to review specific 2011 SCLEA items identified for expert panel review in the 2021 SCLEA Questionnaire Appraisal Report (QAR). Items were flagged for review to assess the utility and relevance of specific 2011 SCLEA items. The remainder of this section reviews expert recommendations for item level updates and items recommended for removal from the 2021 SCLEA—unless otherwise specified, question numbers refer to the 2011 SCLEA long-form instrument.

Item-Level Updates

Questions 5 and 10

Panelists identified overlap between question 5, which requests the number of paid employees at the agency, and question 10, which requests the number of officers whose regular duties involved responding to citizen calls and requests for service. Panelists found question 10 to be notably burdensome. The panel concluded duty-area and total officer data could be more easily and accurately reported via a single question resembling question 3 from the 2020 LEMAS, which allows respondents to break down their full-time staff by duty area. The panel also expressed in adding a questions on the total number of citizen calls and calls for service. RTI will review the utility and burden of a calls for service question and provide a recommendation.

In addition, panel members recommended integrating the terms "contract security" and "contract seasonal" into the response options for the newly designed question. Seasonal staff are important to capture given seasonal fluctuations in campus populations. Contract staff are important to capture given their function in allowing campus LEAs to provide security for large, on-campus events. The importance of contracted staff was mentioned not only in the discussion of questions 5 and 10, but also consistently throughout the panel meeting. Based on panel feedback, RTI recommends combining questions 5 and 6 and consulting with a research criminologist on how to accurately capture data on contract staff.

Questions 12-15

Panelists suggested a redesign of questions 12-15, which ask about the functions that the agency performs "on a regular basis." They recommended combining these 4 questions (and their sub-items) into a single table with uniform formatting, resembling similar question types on the 2020 LEMAS and 2018 CSLLEA. Further, researchers on the panel thought the scale used in questions 12-15 was difficult to comprehend, notably the middle of the ranges. For these reasons, they recommended replacing the scale in each sub-item on questions 12-15 with a Yes/No response format.

In addition to formatting and layout changes, panelists recommended improving the clarity of question prompts. Panelists thought the phrases "regularly" and "on a regular basis" were vague. They recommended updating the phrasing to "primary responsibility" whenever possible and using "regular basis" for the remainder of the prompts. The "primary responsibility" terminology can be found on similar CSLLEA questions. Panelists also suggested clarifications to "on-site" security in question 12 so respondents know whether to report on having staff available for calls or staff physically present at the specified facility.

Finally, panelists recommended updates to specific items in question 12. These were: 1) split item 12c into separate sub-items for libraries and cultural facilities, 2) modify item 12d to encompass both daycare and pre-kindergarten programs, 3) separate item 12f-medical facilities into separate sub-items for "hospital" and "clinic," 4) add "agricultural facilities" as a new sub-item, and 5) clarify the difference between "arena" and "stadium." RTI recommends following up with a research criminologist on sub-item 12f and incorporating all the panelists other recommendations for questions 12-15.

Question 20

Panelists initially expressed confusion about whether question 20, which asks respondents to report their larceny-theft events, belonged in the survey. However, researchers familiar with the Clery Act explained that this question was likely designed to supplement Clery Act data with Uniform Crime Reporting (UCR) data. The Clery Act data require colleges and universities to report larceny-thefts only when they are considered a hate crime. However, UCR data include larceny thefts that are not considered hate crimes. Therefore, panelists recommended keeping this question but ensuring that data requests were analogous to Clery Act data reporting.

Questions 29-36

Questions 29-36 ask about campus LEA use of specific technologies. Overall, panelists liked this series of questions, but recommended combining them into a single grid or matrix, like their recommendation for questions 12-15. Panelists also recommended asking about the use of mobile phone applications in this section, specifically mass notification, and alert mobile phone applications. RTI recommends incorporating panelists suggested updates and consulting

with a research criminologist and IACLEA on additional technologies for inclusion. The resulting list of technologies will be reviewed during cognitive interviews.

Question 37

For question 37, asking about different groups' enrollment in the agency's mass notification system, panelists recommended collapsing all sub-items referring to students (a, b, and c) into a single sub-item, agreeing that the reduced level of detail would not hamper the utility of data from question 37. RTI agrees with the panelists recommendation for changes to question 37 for the 2021 SCLEA.

Question 40

Panelists found question 40 to be overly burdensome and of minimal utility. Therefore, they recommended replacing question 40 with the current 2020 LEMAS or 2018 CSLLEA version. Several panelists suggested that questions about staff education would only be useful if they were formatted the same as the 2020 LEMAS or 2018 CSLLEA versions so that campus and municipal police departments could be compared. RTI recommends incorporating the panelists recommendations for the 2021 SCLEA.

Question 48

Question 48 focuses on vehicles used by campus LEAs, and panelists agreed that most aspects of the question were overly burdensome and of minimal utility to practitioners and researchers. They agreed that the most interesting data point regarding vehicles is the prevalence of armored, military style vehicles or other custom or specialized vehicles. Based on panelist feedback, RTI recommends replacing this question with a question similar to the armored vehicle question from the 2016 LEMAS, noting that practitioners recommended avoiding the term "military style" to encourage more accurate answers—campus LEAs may be hesitant to accurately report on any equipment described in this way.

Question 52

For question 52, which asks about organizations campus LEAs meet with regularly, panelists recommended replacing the question with the 2020 LEMAS community policing question (question 11) that focuses on community partnerships. The question could be adapted to the SCLEA questionnaire by updating the organizations listed in sub-items to include some student group categories that are consolidated to capture all student groups mentioned in SCLEA question 52. RTI will consult with a research criminologist and IACLEA to determine which student groups and organization types to include as sub-items. The resulting list of sub-items will be reviewed during cognitive interviews.

Question 53

Panelists felt that question 53, which asks about campus LEAs community policing activities, was confusing. One practitioner asked what it means "to say an agency meets with a group," pointing out that they talk to students in some capacities almost daily. Based on panelists comments, RTI recommends replacing this this question with an adapted version of Question 13 from the 2020 LEMAS, which asks respondents about a more concise set of community policing activities. RTI will consult with a research criminologist and IACLEA to determine the appropriate sub-items to include for SCLEA and the review the new sub-items during cognitive interviews.

Question 56

Question 56 asks about specialized units within campus LEAs. Panelists noted the utility of the data but preferred the format of question 8 from the 2020 LEMAS. In addition, panel members indicated the sub-items should be updated to be more relevant to campus policing, including crisis intervention, behavioral assessment, social network, and social media. Based on panelist feedback, RTI recommends replacing question 56 with an adapted version of question 8 from the 2020 LEMAS and consulting with research criminologist and IACLEA and updated sub-items. The resulting list of sub-items will be reviewed during cognitive interviews.

Question 57

Panelists agreed that question 57, which asks about campus events in which sworn officers participated, was useful. However, they felt that burden could be reduced by consolidating "orientation" and "during the year" sub-items into a single sub-item without sacrificing utility to campus LEAs or researchers. They also recommended adding a sub-item for active shooter training/preparation. RTI recommends incorporating panelist feedback and working with a research criminologist and IACLEA to develop an active shooter sub-item for review during cognitive interviews.

Question 60

Question 60 seeks data on citizen complaints, but researchers on the panel did not think the question was particularly useful in its current format. Instead, they suggested updating the question to resemble the 2020 LEMAS question 40. The 2020 LEMAS question focuses on citizen complaints but contains additional data points that researchers specifically cited as increasing the question's data utility—namely: the outcomes of complaints. RTI recommends incorporating panelist feedback for the 2021 SCLEA.

Questions to remove

Throughout the discussion, several 2011 SCLEA questions were flagged for removal by panelists. This section details the panel's justification and, where applicable, includes suggested

updates if items are retained. Based on the discussion, RTI recommends removing the following items to reduce respondent burden for the 2021 SCLEA.

Question 8

Panelists reported that question 8, which asks about officers' membership in the military reserves or national guard, was of minimal or no utility.

Question 17

Panelists thought question 17, which asks how often the agency has uniformed officers on duty, was similar to question 5. Practitioners emphasized that they would not answer this question differently from question 5.

Question 22

Question 22 focuses on the campus LEA's non-budgetary income sources and was met with hesitation by panelists. They expressed concern about public perception of income sources. One practitioner said they would prefer to leave this question off the survey in favor of other items. Overall, the information was considered of limited utility without a dollar value attached to income sources. Based on panelist feedback, RTI recommends removing this question and, if retained, considering rewording the question to focus on "funding" instead of "income."

Question 23

Question 23 asks whether officers receive extra duty pay and was considered of little analytic value; panelists recommended removing it from the 2021 SCLEA. If it is retained, RTI recommends consulting with a research criminologist and IACLEA on revising the question to focus on whether direct pay from outside entities is allowed for officers.

Question 27

Question 27 asks about minimum service time agreements, which several practitioners indicated are no longer common practice. Therefore, panelists recommended deleting this question.

Question 32

Question 32 asks whether the campus LEA uses 800 MHz radios, which panelists thought was of minimal use since 800 MHz radios are an industry standard and in use by nearly all agencies. They considered 800 MHz radio use a given, and therefore recommended deletion.

Question 33

Panelists thought question 33 on dispatch technologies was cumbersome and of minimal or no utility. Both practitioners and researchers recommend deletion in favor of other, more relevant questions.

Question 49

Panelists reported that question 49, which asks about direct electronic access to information and records, was of limited utility and recommend its removal.

What is missing from the 2011 SCLEA

The panel concluded with a discussion of items they would like to be added for the 2021 SCLEA. This section summarizes this discussion and includes items identified in previous sections for inclusion on the 2021 SCLEA.

Throughout the discussion, practitioners and researchers suggested including questions on in-service trainings for sworn and non-sworn personnel. Panelists suggested the following training topics:

Trainings for Inclusion on 2021 SCLEA	
Diversity	Implicit Bias
Mental Health	Conflict Resolutions
De-escalation	Specialized Campus Trainings
Threat Assessment	Crisis Intervention
Active Shooter Prevention	Sexual Assault
Protest Response	Culture Clash
Crowd Control	Peer Intervention

Several of these training topics were mentioned more than once, and the panel acknowledged that many currently receive greater emphasis in their departments than in the past. To address these concerns and obtain updated, relevant data on trainings, we recommend adapting the question on training from the recent Census of Law Enforcement Training Academies (CLETA) to include relevant topics from the list above. In addition, we recommend working with research criminologists and IACLEA to identify law enforcement trainings on the above topics that are not included on CLETA.

Panelists also suggested items to capture data on whether campus LEAs have specific policies on the following items:

- outside review of use of force,
- jurisdictional sharing with local LEAs,
- off-campus jurisdictional authority, and
- providing mental health support (focusing on PTSD).

RTI recommends reviewing the above items with research criminologists and IACELA for inclusion on the 2021 SCLEA.

Finally, panelists recommended adding question on new technologies, including body-worn cameras, fixed car cameras, mass notification systems and protocols, and facial recognition technology. In addition, panelists thought it would be interesting to collect data on whether certain events (e.g. an active shooter event on campus) triggered the adoption of new technologies. RTI will consult with research criminologists and IACLEA on the utility of including these technologies and solicit input on additional technologies to consider adding to the 2021 SCLEA.

Summary

Throughout the expert panel, practitioners and researchers made several useful recommendations for updating the 2021 SCLEA to reflect the current state of campus law enforcement, and suggested questions that could be removed in order to control respondent burden. Based on panelist feedback and QAR findings—combined QAR and expert panel recommendations are included in Appendix D—RTI will work with research criminologists and IACLEA to refine panelist recommendations for the draft 2021 SCLEA. After BJS acceptance of the draft 2021 SCLEA, RTI will conduct cognitive interviews to further assess panelists' suggestions. The schedule of upcoming 2021 SCLEA questionnaire development activities is presented below:

Upcoming 2021 SCLEA Questionnaire Development Milestones	
RTI delivers draft 2021 SCLEA Instrument	September 18
BJS review	September 21 - October 2
RTI finalizes the 2021 SCLEA instrument	October 5-9
RTI delivers 2021 SCLEA cognitive interview protocol	October 16
BJS review	October 19-30
RTI finalizes cognitive interview protocol	November 2-6

Appendix A: SCLEA Expert Panel Attendees

Title	First Name	Last Name	Affiliation
Chief	Jeffrey	Johns	Delta State University
Chief	James	Whalen	University of Cincinnati
Chief	John	Dailey	Duke University
Dr.	Robin	Engel	University of Cincinnati
Dr.	John	Sloan	University of Alabama-Birmingham
Dr.	Janne	Gaub	University of North Carolina-Charlotte
Dr.	Brian N.	Williams	University of Virginia
Dr.	Andrea	Allen	Clayton State University
Dr.	Katy	Hancock	Murray State University
Dr.	Michael	Aiello	Fredonia State University
Dr.	Kevin	Scott	Bureau of Justice Statistics
	Elizabeth	Davis	Bureau of Justice Statistics
Dr.	Shelley	Hyland	Bureau of Justice Statistics
	Gerald	Murphy	International Association of Campus Law Enforcement Administrators
	Josh	Bronson	International Association of Campus Law Enforcement Administrators
	Tim	Smith	RTI International
	Dustin	Williams	RTI International
	Tim	Flanigan	RTI International
	Christian	Genesky	RTI International
	Marianne	Ayers	RTI International
	Hannah	Dewar	RTI International

Appendix B: SCLEA Expert Panel Agenda

U.S. Department of Justice

Office of Justice Programs

Bureau of Justice Statistics

Washington, DC 20531

SCLEA Expert Panel

Meeting Agenda

July 23, 2020

Zoom: https://rtiorg.zoom.us/j/94266726618?pwd=U003T25nd09SemJvblY5Q3Jlamp1dz09

Meeting ID: 94266726618

Password: 279024

12:00 – 4:00 PM ET

12:00 PM   Welcome and Expert Panel Goals

Kevin Scott, Bureau of Justice Statistics (BJS) Law Enforcement Statistics Unit Chief

12:15 PM   Expert Panel Overview and Logistics/RTI International (RTI) Background

Dustin Williams, RTI

12:20 PM   International Association of Campus Law Enforcement Administrators (IACLEA) Background

Gerald Murphy, IACLEA

12:30 PM   SCLEA Background

Elizabeth Davis, BJS Statistician, SCLEA Project Manager

Presentation on the history of SCLEA and past uses of SCLEA data.

12:45 PM   Campus Law Enforcement Data Discussion

Tim Smith, RTI

Open group discussion covering topics on the types of data campus law enforcement agencies collect, benchmarking to other agencies, and data needs for agencies and researchers.

1:15 PM   Brainstorm topic 1: What to keep from the 2011 SCLEA?

               Dustin Williams, RTI

               Small group brainstorming session assessing what items from the 2011 SCLEA are most useful to
               stakeholders and what should be considered core.

1:55 PM   Brainstorming topic 1: Wrap-up

               Dustin Williams, RTI

2:15 PM   Brainstorm Topic 2: What is Missing from the 2011 SCLEA?

               Dustin Williams, RTI

               Open group discussion and individual brainstorm on what was not captured on the 2011 SCLEA
               that should be considered going forward.

2:55 PM   Brainstorming Topic 2: Wrap-up

               Dustin Williams, RTI

3:00 PM   Brainstorm Topic 3: Addressing SCLEA challenges

               Dustin Williams, RTI

               Open group discussion on special challenges related to collecting data form campus-based LEAs.

3:40 PM   Brainstorming Topic 3: Wrap-up

               Dustin Williams, RTI

3:45 PM   SCLEA Expert Panel: Next Steps

               Elizabeth Davis, BJS Statistician, SCLEA Project Manager

4:00 PM   Adjourn Meeting

Appendix C: 2021 SCLEA Expert Panel Notes

Survey of Campus Law Enforcement Agencies (SCLEA)
Expert Panel Meeting Notes
July 23, 2020

Attendees:
- **Research Team:**
  - Kevin Scott, BJS
  - Elizabeth Davis, BJS
  - Shelley Hyland, BJS
  - Tim Smith, RTI
  - Dustin Williams, RTI
  - Christian Genesky, RTI
  - Marianne Ayers, RTI
  - Hannah Dewar, RTI
  - Tim Flanigan, RTI
  - Jerry Murphy, IACLEA
  - Josh Bronson, IACLEA
- **Practitioner Guests:**
  - Chief Jeffrey Johns, Delta State University, International Association of Chiefs of Police College Police Section Vice Chair
  - Chief James Whalen, University of Cincinnati
  - Chief John Dailey, Duke University
- **Researcher Guests:**
  - Dr. Robin Engel, University of Cincinnati
  - Dr. John Sloan, University of Alabama-Birmingham
  - Dr. Janne Gaub, University of North Carolina-Charlotte
  - Dr. Brian N. Williams, University of Virginia
  - Dr. Andrea Allen, Clayton State University
  - Dr. Katy Hancock, Murray State University
  - Dr. Michael Aiello, Fredonia State University

Introduction
- Researcher: Was there a failed effort a few years ago? Vaguely remembered getting contacted about something similar.
  - **BJS: BJS has not attempted to administer SCLEA since 2011/2012.**

Campus Law Enforcement Data Discussion
- **What factors do you consider when identifying other agencies to benchmark against? Size, public, private, location, etc. In other words, how do you benchmark against other agencies?**
  - Practitioner: It is hard to compare. We would not give the accurate budget if asked, because they do not want that information out. We have 40-45k employees because of the health care system, so it would be better to compare the number of students and employees, not just number of students, because our student number is relatively low.
  - Researcher: Benchmarking against other agencies by scope of work. LEMAS data is useful to get a sense of the scope of individual agencies for kinds of variability across the agencies has to somehow reflect the variability against the institutions that are being

policed. We have three hospitals on campus with tens of thousands of people who get the services being offered. How do they benchmark their agency to other comparable agencies given the fact that they have these huge hospitals and other things going on?

- o Practitioner: Their main use is comparing their agency to others, do we have enough officers, why do we have this equipment, what are others doing. **Will SCLEA identify each facility and their responses?**
    - **RTI: We do not identify the agency by name. What would you consider peers?**
    - Practitioner: Identify their peers as other public institutions in Ohio
    - Researcher: How granular do you need it?
    - Practitioner: Wanted to compare their numbers to other Ohio institutions when the "Defund the Police" movement started to see how they measured compared to similar agencies in Ohio
    - **BJS: We will separate public and private institutions and divide between size. We archive the data set at the University of Michigan, so it would be possible to look in that data set for specific facilities, but it would not be able to do so for a few years.**
    - Researcher: Don't you mask the name of the agency?
    - Researcher: In 2004/2005 the name of the school was available
    - **BJS: The name of the agency would be available but not the name of the person who completed it, etc.**
- **What was useful or not useful for the 2011 SCLEA?**
    - o Practitioner: Likes the broad variety of data. The more expansive, the more helpful it could be
    - o Practitioner: Useful to include questions about diversity training, mental health, de-escalation, threat assessment, active shooter prevention, protest response, crowd control, etc.
        - Researcher: These items [mentioned above] are now more concerning for folks so it's important to include. They help to push agencies and make them think about things that they weren't thinking about or doing before
        - Researcher: Would be helpful to know if students are involved in these processes. That could nudge agencies to consider those things and prevent things that are taking place now if we bring students into this process. Would encourage them to be more proactive in situations that are inherently difficult to react to.
        - Researcher: the 2011 survey kind of scratches but doesn't get into much depth about in-service training (8 hours of training over 3 years) and giving a laundry list of things. Given the larger concerns, issues, etc. that are affecting local LEAs it would be best to better understand what these agencies are doing to screen people for de-escalation, implicit bias, and conflict resolutions and to see if you are having your hires do specialized training relevant to campuses and how many hours are being spent specifically in these areas.
    - o Researcher: In reference to the 2020 instrument, think about capturing the training that unpaid volunteers receive because their actions can also impact the department.
    - o Researcher: Need to capture how much training the non-sworn personnel are getting because they may still be carrying non-lethal weapons and their training in de-escalation is important
    - o Researcher: Looking at relationship with offices, or lack of, (referring people to Clery)

- o Researcher: Selecting your evidentiary standard and how agencies are dealing with this, and how they are transitioning from Obama guidance. How the campus is managed and how it is (or is not) secured. How some campuses are completely open, and anyone can wonder onto campus, and some you have to swipe in to get in and the police presence is clearly visible
  - o Researcher: Has seen 6+ articles in the last few years on surveying students on the legitimacy of their campus officers
- **What would you delete from the 2011 SCLEA? What is outdated?**
  - o Researcher: The question "Do you use 800-megahertz communication devices?" struck him as odd because pretty much everyone does
  - o Researcher: Do we really need to know about the blue light phone system anymore? Maybe need an update on that piece for phone applications and other cutting edge uses of technology, including camera systems
    - ▪ Researcher: Also thought about blue light phones, we have them installed but they aren't hooked up and monitored. Would be useful to know if RAVE Guardian Apps are being used
  - o Researcher: Would like to see questions about body cameras, fixed car cameras, and any revamp of the mass notification systems. At UNCC mass notifications come across all TVs, computers, etc. which got revamped because of a recent school shooting. Would be interesting to see changes that occurred because of major events, i.e. a school shooting, which introduced new methods and new systems. Would be useful to know not only if body cameras are/ are not being used, but to know if the agency is considering them or in the process of getting them. Would like to know if body cameras are only used in certain situations, on certain personnel, etc. In total, would like to know more than just a yes or no question for body cameras.
  - o Researcher: Would be useful to know if they are using data that identifies hotspots and trending areas. Facial recognition technology, are campus LEAs buying into that? Agrees with the body cameras, car cameras, etc. to know if they are collecting that data and how are they using that data? Use of technology would be useful as a mechanism for benchmarking.
  - o Practitioner: Would be useful to know about any old technology (i.e. blue light phones) that agencies have decided to stop using. They have old technology that they are afraid to get rid of even though they are adding in all of this new technology.

Brainstorm topic 1: What to keep from the 2011 SCLEA?
- **Core questions and topics from the 2011 SCLEA that are essential to keep for the 2020 SCLEA?**
  - o Researcher suggested rephrasing to ask what we would want to delete from the 2011 SCLEA
- **What items from the 2011 SCLEA would you want to delete for the 2020 SCLEA?**
- **Question 20:**
  - o Researcher: Why is question 20 asked? Strange that it is only asking about larceny-theft? Why are we only interested in larceny-theft?
  - o Researcher: Is number 20 not captured in Clery data?
  - o Researcher: Clery only includes larceny-theft data if it was a hate crime. They include all other part 1 offenses as part of Clery
  - o Researcher: Recommends trying to make sure this question is comparable to the Clery questions

- o **How useful is this data?**
    - Researcher: its useful when examining property
    - Practitioner: They are already under a mandate to comply with the National Incident-Based Reporting System (NIBRS)
- o **Would agencies be able to report for the past three years? Is that data easily accessible?**
    - Practitioner: That would be easily accessible
    - Practitioner: Could easily go back many years
- o **Is it easier to report for a calendar year or academic year?**
    - A researcher and a practitioner would recommend sticking with calendar year because not everyone has the same academic year
- **Question 8:**
    - o **How useful is this question? Would it be missed if it were gone?**
        - Researcher: this question is a little different from LEMAS. Flagged as "didn't really understand"
        - Practitioner: Would be impactful for agencies under 50 sworn. Would be more useful for how many were actually called, not how many could be called for service
        - Researcher: Wouldn't be a big loss if you eliminate it. (Nods in agreement from many)
- **What can we expect from campus LEAs completing SCLEA? What is a reasonable time burden?**
    - o Researcher: What is LEMAS? 2.5-3 hours
    - o **Is something similar reasonable?**
        - Researcher: No chief will complete this, they will kick it down to someone else
        - Practitioner: It doesn't matter if it takes a few hours as long as it's useful and states that on the cover letter.
    - o **Is there anything specific that should be mentioned in the survey cover letter to draw attention/ ensuring reading?**
        - Researcher: Would recommend adding the term "benchmarking" somewhere in the cover letter, something along the lines of "you could use this data for benchmarking" would draw attention
- **Question 28:**
    - o Researcher: Is there anything the chiefs would want to know about unions or collective bargaining, from a national sample? Would you want to know how many supervisory personnel? Currently only asks about non-supervisory.
        - Researcher: Would be interesting from a research standpoint to compare unionized to non-unionized
        - Researcher: Would be interesting for perceptions about technology, body cameras, etc.
- **Question 10:**
    - o It is fairly common as an assignment, here we are back at contracts again, this comes up when I am talking to my contracted workers so they can get the same pay as sworn
    - o If you are going to be honest and answer accurately it is more burdensome, but I don't know how accurate the data will be or if its relevant
    - o It would be better to ask about calls for service
    - o I need information about number of police contacts and the nature of those contacts
    - o Questions about the number of officers that agency has to justify staffing

- o That is asked in Q5, but do you want to know how many are specifically scheduled to answer calls for service?
- o In general, can we quantify the response headings, what is regular and on occasion at one place might not be the same at another
- **Question 5**
  - o **Would Q5 in LEMAS be more helpful**
    - Yes, it would then we could get rid of Q10
    - I think the full time and part time distinction is still really important especially on campuses
    - Even our largest two universities in the state that flex up their manpower with part-time personnel, so you need to account for the difference
    - Add contract security to the list
    - Along with contract seasonal came to mind, since summers have less of an impact with normal semesters, the academic year varies greatly depending on where you are
  - o A researcher asked a practitioner: do you do a lot of contract security work?
    - Practitioner: No, we work a bit with county and city, we don't have a budget line for contract work
    - Practitioner-We have an actual budget line for contract security, their primary job is for visibility
    - Practitioner-we do as well for athletic events and have a budget line
    - This is where it might be difficult when comparing budgets among different types of universities
    - It is more common to be in the athletics budget that the one for police
- **Questions 12-15 and compared to CSLLEA**
  - o If you are going to ask a scale question, why not ask numbers? If you aren't going to ask numbers, then Yes/No is better
    - If you go with the Yes/No, but adding regularly opens it up too much to interpretation, should be do you do this, get rid of regular basis
    - Removed or Added from 2012 SCLEA
  - o Can 12e be pre-K through 12?
  - o Some daycare goes from birth to pre-K
    - Modify d. to daycare/pre-K
    - I am reading it as do you provide security, like do they stand there onsite, not just are we responsible
    - Can we clarify what you are asking, do we mean does someone stand there or are we asking if they are responsible.
      - **RTI: What would be a better way to ask?**
        - o Yes, dedicated onsite, yes, we would respond, or no because we don't have one, add a N/A
        - o There is a slight wording difference in earlier questions
  - o **For CSLLEA it asks do you perform any of these functions on a regular basis or have primary responsibility**
    - I think you run into the problem of what does a regular basis mean, maybe cut out regular and just say do you have primary responsibility
      - Does that fix the onsite question though?
      - What is this question trying to answer?

- **RTI: get a better sense of what campus LEA include in their functions**
  - We can reduce a lot of verbiage making it more like a matrix like the other survey that you showed us
  - Researcher: right make it a list do you do this, are you responsible for it, I think the purpose is to talk about the scope of duties as part of their regular job. Could include search and rescue, security at auditorium, monitoring surveillance camera. Are they part of their duties?
- Practitioner: If you go back to 12, it's is my agency responsible for these, we can advise the library, stadium events, so I think more general Yes/No would be better, do you have these things
- Is this new version going to be able to be compared to the old one, because if you change it significantly that could be a problem?
  - **BJS: since it has been a decade since the last survey making the changes now would be less worrisome**
- Researcher: It seemed weird that arena and stadium events are separate since they seem like similar things
  - Practitioner: That is actually pretty common where a football team may play at a local team's facility and have a basketball arena on campus
- **RTI: any added or removed 12 and 13?**
  - Practitioner: My question was about medical facilities, that seems really broad because we have a health center but not a university medical center
    - Researcher: I think you should separate them out, at Cincy we are responsible for some floors at the hospitals but not others
    - Researcher: UAB is the same way and looking at calls for service the emergency room is really busy
  - Researcher: Add agricultural facilities, Murray State has many of those
    - Practitioner: We have 2 A&M universities with thousands of acres of agriculture, we have our own airport at our institution
  - Separate out Libraries from Cultural facilities
- **RTI: what about 14 and 15?**
  - Researcher: Do campus police do fire inspections?
    - We do not (all the chiefs)
      - So, get rid of fire inspection
    - **IACLEA: we were responsible for fire extinguisher checks and some fire prevention education with the students**
    - Researcher: It would probably depend on the size of the agency; you can take a look at the older survey to see if you can remove it
    - Practitioner: I have met folks who have been to both the police and fire academy at IACP and IACLEA
- **Question 17**
  - Is this only different from #5 because it asks about uniforms?
  - I thought it was redundant because if they were on duty don't, they have to be uniformed?
  - **RTI: is the data on visibility useful?**
    - Practitioner: I don't think it is that helpful we just assume they have uniformed on duty
    - Practitioner: I don't think about it either, most of my folks are uniformed

- **Question 22**
  - Practitioner: we have looked at it in recent months and some is handled by other departments other than police
  - Practitioner: I would hesitate to tell the truth on this one, but it would be applicable
  - Practitioner: if we have an income off of it sure, but do we make a profit, no
  - What is the question asking?
  - **RTI: is better if phrased as "receive reimbursement"?**
    - Researcher: What do you want to know is it a revenue or are you reimbursed
    - **BJS: It can be more like is this part of your budget, are you reimbursed, it's not applicable**
    - Researcher: A hot topic was did the university police gain income from the tickets, so distinction is important
    - **IACLEA: could be useful to break out parking tickets and traffic tickets**
    - Practitioner: If there is a choice between this and de-escalation, I would much rather leave it off, it is different based on university business model
    - Researcher: doesn't this give us an idea about business model and then we can compare to others
    - Practitioner: sure, but you need to ask it better because we aren't getting income from it
    - Researcher: it could be helpful with defund the police to make it known that campus police aren't making a profit and to be able to talk about that nationally
- **Question 23**
  - Practitioner: this question is too broad, event on campus, private event, university event off campus
  - Researcher: it is vague, what is extra duty pay, too open to interpretation, it depends on what you want to know here
- **Question 27**
  - Practitioner: we don't have anything like this, we have a statute that the agency he goes to is required to pay us, but I don't know how much it is used, this doesn't seem very useful
  - Practitioner: I have seen them around, but it is old news
- **Question 30**
  - **RTI: Response options or tech to include?**
    - Researcher: Add apps
  - Practitioner: is there a block where these questions stand alone, I think it would be better to be included with others
  - RTI: We can combine 33-36 and 11-15 into a larger grid question
- **Question 31**
  - Practitioner: would they not only apply if the campus agency is a 911 or enhanced 911?
- **Question 32**
  - Practitioner: we are on 700 on the statewide network, I am not sure that MHz is relevant, to me it is more interoperability with other local LEAs, we had a shooting in Sept 2015 and they were not interoperable and that was a huge issue
  - Researcher: even with 800 MHz you could still have black spots or dead spots depending on geography
- **Question 33**
  - Practitioner: We dispatch mobile data and over the radio, it seems a bit cumbersome
  - Researcher: I would much prefer stuff about training than this kind of information

- o Practitioner: Are the researchers interested?
  - ▪ Two researchers said no.
  - ▪ Practitioner: I think we could maybe strike it then
- **Question 36**
  - o **RTI: Are these relevant/missing?**
    - ▪ Practitioner: can consolidate some of these things, CCTV, LCD billboard
    - ▪ Researcher: Add in the apps and consolidate TV stuff or get rid
    - ▪ Researcher: Social media do agencies use it and what kind. Researcher had that marked as well, what kind and what is their primary use
    - ▪ Practitioner: Do we feel like the screen grab tech is on here, because we can do that
  - o **RTI: chiefs how are some ways you use social media?**
    - ▪ Practitioner: when we send a RAVE alert it goes out on Twitter, a practitioner said they are the same
    - ▪ Researcher: For mass notification is good, but also do they use it for community policing or investigations
    - ▪ Researcher: Right do you have it and how do you use it
    - ▪ Researcher: Q33 from LEMAS it would be great to know if campus LEAs use them
- **Question 37**
  - o Researcher: we know first year can be stressful, especially the first 3 or 4 months
  - o **RTI: Chiefs is it useful to distinguish first years?**
    - ▪ Practitioner: We enroll first year students in orientation, or they can opt out, it's not useful because you are either in or out
    - ▪ Practitioner: it is more useful to know what level of participation, but it is not as useful as some of the other questions
  - o Researcher: can we collapse just to students (several agreements on that point)
  - o Researcher: at UAB we wanted to know more if it was mandatory or voluntary
- **Question 40**
  - o **RTI: how burdensome compared to utility?**
    - ▪ Practitioner: it is definitely burdensome, but I don't think it is all that useful
    - ▪ Practitioner: is it asked of municipal?
      - **BJS: Not a count by educational attainment**
    - ▪ Practitioner: If you can't compare municipal and campus then it's not useful
  - o Researcher: if you compare them on the minimum to get in that would be enough
  - o Researcher: It would be interesting a general question about officer level of education
- **Question 48**
  - o Researcher: I saw armored personnel carrier was on LEMAS so that would be interesting especially considering the militarization of police
  - o Practitioner: this is a pain to fill out as it is now, but military style vehicle would be good to know the rest isn't important
  - o Researcher: more custom or specialized vehicles, military style
  - o Practitioner: don't use military in the question or you won't get an accurate response because they "use it for police"
    - ▪ Practitioner: have to play around to get the right language, known by many names and settle on terminology
  - o **RTI: but there is agreement that the regular aren't useful? Pulled up 2016 LEMAS**
    - ▪ Practitioner: can consolidate some of those

- ▪ Practitioner: say armored, rescue, etc. type vehicle
- ▪ Researcher: drones are important
  - o **RTI: LEMAS question on cameras includes drones**
  - o Practitioner: it's not so much about vehicles more so are you using it, we get questioned about what they are used for
- **Question 49**
  - o **RTI: useful, differentiate between sworn and non-sworn?**
    - ▪ Practitioner: it is a matter of state law in OH
    - ▪ Researcher: I have no interest
- **Question 52**
  - o Researcher: I flagged it for use of "regularly", maybe make it a Yes/No and the level of contact, monthly, quarterly, weekly etc.
  - o Practitioner: it feels pretty inclusive
  - o Researcher: it feels like it is long, can you pair down some of the student groups into catch all's
  - o Researcher: I see this as part of community policing
- **Question 53**
  - o Practitioner: what does it mean to say an agency meets with a group, for us we talk to sexual assault almost daily, student groups are much less often
  - o Research: are we talking about crime prevention and policy setting?
  - o Researcher: this is more about community policing, but it's different from a quarterly information meeting but I am working diligently on this other matter, get at the scope and nature
  - o Researcher: does scheduled meeting terminology fix that
  - o Practitioner: excluding specific case related communications did your agency meet?
  - o Researcher: how can this section be reconstructed more along the lines of what you did with LEMAS
  - o **RTI: Can LEMAS questions be useful in a campus?**
  - o Researcher: IF we call it community policing what are we looking for here, like are you trying to build rapport, I think the crime idea is a very narrow view, you want to connect for different types of reasons and build relationships
  - o **RTI: Informal problem solving or formal written agreements**
    - ▪ Researcher: Q11 (from LEMAS) is double barreled, on one hand I know this person on the other we have written documentation, so I am not a fan
      - • **BJS: originally it didn't include formal or informal, cognitive testing came up do we have informal or do we have to have an MOU and we wanted to compare it to past waves**
    - ▪ Researcher: I want to know frequency, more than just yes and no
  - o Practitioner: we could get it done if you added that, it wouldn't be terribly burdensome
  - o Practitioner: it might help others to know what extent we are meeting, those that aren't and need help convincing their university to do that
- **Question 56: update to look more like Q8 on LEMAS**
  - o Research: Do you have crisis intervention team on there? I would recommend adding it
  - o Practitioner: something around behavioral assessment teams to be added
  - o Researcher: social network and social media
  - o 2 Researchers: I like the LEMAS version of the format

- **Question 57**
  - o Practitioner: actively engaging is useful but knowing if others are or are not wouldn't change my opinion
  - o Researcher: It is useful to my research
  - o Researcher: What about active shooter as a distinction
  - o Researcher: collapse orientation during the academic year to reduce burden
  - o Research: Q46 is an active shooter training question
  - o Researcher: this is for campus community though not the officers
  - o Researcher: for active shooter training, how much is in person vs digitally
- **Question 60**
  - o Researcher: in LEMAS it asks about outcomes of complaints, I think that would be good to know
  - o Research: Yeah that would be much more useful, this isn't really all that useful
  - o Research: the mechanism is only interesting if you have more info, by itself it's kind of useless
  - o Researcher: procedure for the campus agency review, is it internal or do they bring someone in

Brainstorm Topic 2: What is Missing from the 2011 SCLEA?
- **Types of trainings**
  - o Researcher: academy and in service and what is the focus of that training
  - o Researcher: de-escalation has been brought up a lot
  - o Research: crisis intervention, mental health, first aid, sexual assault
  - o Researcher: can they identify culture clash and can they deal with it
  - o Practitioner: anti and implicit bias
  - o Researcher: Peer intervention, do we ask that (officer to officer)
  - o Practitioner: you can make that a policy question
  - o Researcher: policy and procedures as they relate to campus LEAs
- **Specific policies**
  - o Practitioner: Yes to Q35 LEMAS
  - o Researcher: can this be framed to campus, emphasized in training and how they are evaluated and disciplined
- **Any other additions**
  - o Research: Mental health support the agency has for officers
    - Researcher: like PTSD
  - o Practitioner: Accountability especially significant use of force, or shooting, is outside agency coming to look into that
    - Practitioner: in our policy we can investigate internally or outsource it to city or state
    - Practitioner: in NC, the SBI comes to investigate there is no choice in the matter
  - o Researcher: campus officers patrolling outside the geographic boundaries of the campus, can we capture policy and procedure about off campus
  - o **RTI: expanding on Q61 and 62**
    - Practitioner: most urban universities have some kind of jurisdictional sharing agreement
    - Practitioner: MI have concurrent jurisdiction up to about a mile, that is all statutory, if we could ask about programs for officer suicide which is a national problem, as well as CALEA or IACLEA a lot are state certified/accredited

Conclusion: Next Steps

- Develop draft instrument
- Cognitive testing late 2020-may reach back out to expert panel once that report is done
- Frame development
- OMB clearance: spring/summer 2021
- Data collection: Fall 2021-Spring 2022
- Analysis-Late 2022
- Report and data release: 2023
  - Researcher- The frame is based on IPEDS data?
  - **BJS-Yes and LEAR**

Appendix D: Combined Questionnaire Appraisal Report and Expert Panel Recommendations

2011 SCLEA	QAR Recommendation	Expert Panel Recommendation
1. For which college/university campus(es) are you reporting?	N/A	N/A
2. Please provide contact information.	N/A	N/A
3. Who employs the officers that provide the routine law enforcement services such as patrol or responding to calls for service on campus?	Consider adding a reference date that aligns with the beginning of the 2021 academic year to the question: As of [DATE], who employs the officers that provide the routine law enforcement services such as patrol or responding to calls for service on campus? Please select ALL that apply.	N/A
4. Who employs the officers that provide the security for special events on campus?	Consider adding a reference date that aligns to the start of the 2021 academic year to the question and a more prominent exclusion instruction: As of [DATE], who employs the officers that provide security for special events on campus? Please select ALL that apply. RTI recommends testing designs that combine Questions 3 and 4 to reduce respondent burden in cognitive interviewing.	N/A

5. How many PAID employees were employed in your campus police/security agency as of September 30, 2011?	Despite the burden, similar questions are used on other BJS studies such as LEMAS and CSLLEA. RTI recommends aligning wording to match 2020 LEMAS and consider adding a row to provide column totals (sum of full-time and part-time staff) to allow the respondent to cross-check the data they enter. RTI also recommends using the expert panel to assess the utility of adding a question about personnel by primary responsibility using categories from question 3 of the 2020 LEMAS.	Replace this and question 10 with a single question resembling question 3 from the 2020 LEMAS; integrate the terms "contract security" and "contract seasonal" into the response options
6. As of September 30, 2011, how many FULL-TIME SWORN agency personnel were in each racial/ethnic category?	Consider using full-time sworn officers for consistency. The other alternative is using the question format from the Survey of Law Enforcement Personnel in Schools (SLEPS) instrument. The SLEPS instrument disaggregated race and ethnicity into two questions. Furthermore, consider adding a row to provide a sum of staff to allow the respondent to cross-check the data they enter.	N/A
7. As of September 30, 2011, how many FULL-TIME SWORN agency personnel were in each gender category?	Consider adding a row to provide a sum of full-time sworn agency officers to allow the respondent to cross-check the data they enter. Furthermore, as recommended in question 6, the question, skip instruction, and column heading should all reference "full-time sworn officers" rather than "personnel" for consistency.	N/A
8. As of September 30, 2011, how many FULL-TIME officers in your agency were in the military Reserves, National Guard, or other organization which may require a call to service?	RTI recommends reviewing the utility of the data derived from this question during the SCLEA expert panel and considering for removal	Remove from questionnaire
9. For the following years, how many of your FULL-TIME officers were called to service for military assignments, thus leaving their current position with your agency on a temporary basis?	RTI recommends removing similar to CSLLEA—last asked on 2008 CSLLEA	N/A

10. As of September 30, 2011, how many FULL-TIME sworn police officers and nonsworn security officers in your agency had REGULARLY ASSIGNED DUTIES that included responding to citizen calls/requests for service?	RTI recommends reviewing the utility of this question with the expert panel and consider for removal, similar to the 2020 LEMAS and 2018 CSLLEA.	N/A
11. Does your agency perform the following security functions on a regular basis?	Consider adding the 2020 or 2021 academic years as a reference period to focus the respondent on the past or current school year. RTI recommends reducing the complexity of the question to focus on whether the agency performs the security functions, regardless of frequency.	N/A
12. Does your agency provide on-site security for the following on a regular basis?	RTI recommends reviewing the utility of list options with the expert panel. Depending on the preferred format in question 11, this question format could be revised. RTI recommends combining questions 12-15 to be formatted like the 2018 CSLLEA regardless of whether the responses are to be retained or whether to switch to a Yes/No response format. Consider adding the 2020 or 2021 academic year as a reference period at the beginning of the question.	Combine questions 12-15 into a single table; replace scaled response options with Yes/No responses; update question phrasing to utilize both "regular basis" and "primary responsibility" language as appropriate; clarify whether "on-site" security refers to the agency providing staff who were available for calls or who were always present at the specified facility; make language updates to items in question 12: 1) update 12c into separate sub-items for libraries and cultural facilities, 2) modify question 12d to encompass both daycare and pre-kindergarten programs, separate questions 12f-medical facilities into separate sub-items for "hospital" and "clinic", add "agricultural facilities" as a new sub-item, clarify the difference between "arena" and "stadium"
13. Does your agency perform the following specialized functions on a regular basis?	RTI recommends combining questions 12-15 to be formatted like the 2018 CSLLEA regardless of whether the responses are to be retained or whether to switch to a Yes/No response format. Consider adding a reference period at the beginning of the question.	Combine questions 12-15 into a single table; replace scaled response options with Yes/No responses; update question phrasing to utilize both "regular basis" and "primary responsibility" language as appropriate;
14. Does your agency perform the following vehicle-related functions on a regular basis?	RTI recommends combining questions 12-15 to be formatted like the 2018 CSLLEA regardless of whether the responses are to be retained or whether to switch to a Yes/No response format. Consider adding the 2021 academic year as a reference period at the beginning of the question.	Combine questions 12-15 into a single table; replace scaled response options with Yes/No responses; update question phrasing to utilize both "regular basis" and "primary responsibility" language as appropriate;

15. Does your agency perform the following public safety functions on a regular basis?	RTI recommends combining questions 12-15 to be formatted like the 2018 CSLLEA regardless of whether the responses are to be retained or whether to switch to a Yes/No response format. Consider adding the 2021 academic year as a reference period at the beginning of the question.	Combine questions 12-15 into a single table; replace scaled response options with Yes/No responses; update question phrasing to utilize both "regular basis" and "primary responsibility" language as appropriate;
16. Does your agency operate the following types of facilities?	Consider revising question responses to be consistent with language of 2018 CSLLEA.	N/A
17. How often does your agency have the following uniformed officers on duty?	RTI recommends reviewing the utility of asking about uniformed officers with the expert panel. If the uniformed officer questions are retained, consider reformatting this question into two questions or one question with a table. While this potentially adds a question to the survey, the perceived burden, and therefore item-nonresponse, may be reduced. Adding the 2021 academic year as a reference period and changing the question to past tense will better align the question and response categories. For example:	Remove from questionnaire
18. What level of routine patrol coverage with uniformed sworn police officers does your agency provide for the following periods?	With a one-column design, the question will be easier for the respondent to follow. Consider adding a reference period "Since the beginning of the 2021 academic year" as a reference period since the question includes term breaks and summer term.	N/A
19. What level of routine patrol coverage with uniformed nonsworn security officers does your agency provide for the following periods?	RTI recommends combining questions 18 and 19 to reduce the size of the questionnaire without losing the distinction between full and part-time uniformed sworn police officers and uniformed nonsworn security officers. The updated format should include the addition of the 2021 academic year as a reference period.	N/A

20. How many larceny-theft incidents were reported to your agency for the following years?	The utility, and ability to answer this question, should be explored in both the expert panel and cognitive interviews, including which sources to use (Clery, UCR, etc.) and which reference period is most appropriate (calendar year or academic year).	Keep this question but ensure that data request resembles analogous Clery Act data reporting
21. What was your agency's total police and security services operating budget for the fiscal or calendar year that includes September 30, 2011?	RTI recommends aligning budget question instructions to be consistent with 2018 CSLLEA and removing overtime follow up question. This question should include a fiscal year reference period. Questions 21 and 21a can be combined by offering a standard estimate box for open-ended responses: [ ] Estimate	N/A
21a. Is the above budget an estimate?	N/A	N/A
21b. Of the total operating budget amount listed above, how much is allocated to overtime costs?	N/A	N/A
22. Does your agency receive income from any of the following sources that is not contained in the budget?	RTI recommends reviewing the utility of this question with the expert panel. If retained, consider adding a reference period and reformatting the other specify box.	Remove from questionnaire, or, if retained, considering shifting the questions language to focus on "funding" instead of "income
23. Do officers in your agency receive extra duty pay directly from an entity outside the agency when working a special event?	RTI recommends reviewing the utility of this question with the expert panel. If retained, consider changing the question to ask whether agency policy allows extra duty pay; adding fiscal year 2020 as a reference period; and moving "any officers" outside of the parenthetical. For example: During fiscal year 2020, did any officers in your agency (full-time, part-time, sworn, nonsworn) receive extra duty pay directly from an entity outside the agency when working a special event?	Remove from questionnaire, or, if retained, revise question's language to focus on whether pay is allowed for officers directly from outside the entity.

24. As of September 30, 2011, what was the minimum and maximum annual base salary for the following full-time positions?	Consider reducing the position categories to collect this information only for categories 24a - 24d to reduce respondent burden.	N/A
25. Does your agency offer any of the following forms of special pay or benefits to FULL-TIME sworn police officers?	Consider adding fiscal year 2020 as a reference period at the beginning of the question. Consider combining questions 25 and 26 to reduce burden or adopting a design similar to questions 25 and 26 from the 2020 LEMAS. RTI recommends examining both options as part of cognitive interviewing.	N/A
25a. If longevity pay is offered, how many years of service are required for sworn police officers?	RTI recommends removing this question to be consistent with 2020 LEMAS.	N/A
26. Does your agency offer any of the following forms of special pay or benefits to FULL-TIME nonsworn police officers?	As mentioned in question 25, this question could be combined into one table.	N/A
26a. If longevity pay is offered, how many years of service are required for nonsworn police officers?	RTI recommends removing this question to be consistent with 2020 LEMAS.	N/A
27. Does your agency require a written agreement to serve a minimum number of years for FULL-TIME officers in order to join the force?	RTI recommends reviewing with expert panel to determining utility. If retained, consider combining both components of the question into one table and adding the September 1, 2021 as a reference period.	Remove from questionnaire
28. Is collective bargaining authorized for non-supervisory FULL-TIME personnel by your agency?	RTI recommends retaining this question, despite its removal from LEMAS, to capture data on agencies not eligible for CSLLEA. Consider formatting this question similar to the recommended revision to question 18 and include September 1, 2021 as a reference date, "As of [DATE],".	N/A

29. Does your campus have a "blue-light" [or equivalent] emergency phone system?	Consider the following rewording to address this concern: Does any part of your campus have a 'blue-light' or equivalent emergency phone system?	Shift questions 29-36 into a single grid/matrix to ensure uniform formatting; ask about the use of apps as part of this section
30. Does your agency participate in an emergency telephone system with any of the following features?	Review response options during expert panel and cognitive interviews to ensure that the question is capturing the most relevant dimensions of these systems. As needed, update options that remain similar to LEMAS and CSLLEA formatting, providing a better connection between other-specify and the text box.	Shift questions 29-36 into a single grid/matrix to ensure uniform formatting; ask about the use of apps as part of this section
31. Does your agency have an emergency telephone system with the following capabilities for incoming calls from wireless/cellular phones?	Consider reviewing response options during expert panel and cognitive interviews to ensure that the question is capturing the most relevant dimensions of these systems.	Shift questions 29-36 into a single grid/matrix to ensure uniform formatting; ask about the use of apps as part of this section
32. Does your agency use 800 MHz radios?	Consider whether it would be more useful to ask if their primary two-way radio system uses 800MHz. If this question is to be retained, it may be useful to also ask about the newer FirstNet/broadband spectrums.	Shift questions 29-36 into a single grid/matrix to ensure uniform formatting; ask about the use of apps as part of this section; Remove this specific question from questionnaire
33. Does your agency utilize the following for dispatch?	Consider reviewing the relevance of this question and response options during the expert panel and cognitive interviews to ensure that the question is capturing information important to analysis. If retained, consider reformatting the question.	Shift questions 29-36 into a single grid/matrix to ensure uniform formatting; ask about the use of apps as part of this section; Remove this specific question from questionnaire
34. Is the campus public safety radio system interoperable with the local police, fire, and other first responders?	None	Shift questions 29-36 into a single grid/matrix to ensure uniform formatting; ask about the use of apps as part of this section

35. Effective Jan. 1, 2013, all public safety radio systems will be required to be compliant with the FCC mandate concerning narrowband broadcasts. Is your campus public safety radio system compliant with the FCC narrowband mandate?	Consider deleting this item.	Shift questions 29-36 into a single grid/matrix to ensure uniform formatting; ask about the use of apps as part of this section
36. Does your campus use the following in conjunction with its mass notification systems?	Consider reformatting the question and reviewing the utility of the list with the expert panel—including assessing the addition of social media. An example is provided in question 30.	Shift questions 29-36 into a single grid/matrix to ensure uniform formatting; ask about the use of apps as part of this section
37. How does the mass notification system on your campus enroll the following types of people?	Consider collapsing the populations of interest based on feedback from the expert panel (e.g., combining first-year students with other student categories). Consider the following changes to the question, with an edit to the last response of "Not applicable": If your campus has a mass notification system, how are the following types of people enrolled into the system? Categories: Voluntary, opt-in Mandatory, opt-out Other method Not applicable	Collapse all sub-items referring to students (a, b, and c) into a single sub-item
38. What is the PREFERRED minimum education level and REQUIRED minimum education level used in vacancy announcements for FULL-TIME entry-level sworn officers?	We could not locate other BJS data collections that requested preferred educational attainment. Therefore, RTI recommends aligning with LEMAS which asks for minimum education requirement at time of hiring or within two years. The LEMAS does not request educational requirement for vacancy position announcements. Further, this question could be formatted similar to the recommended style found in questions 18 and 19. Questions 38 and 39 could be combined into one table to reduce the overall length of the instrument.	N/A
39. What is the PREFERRED minimum education level and REQUIRED minimum education level used in vacancy announcements for FULL-TIME entry-level nonsworn officers?	See recommendations question 38.	N/A

40. As of September 30, 2011, how many FULL-TIME officers on your force had achieved each of the following educational levels?	Explore deleting this item with the expert panel and cognitive interview participants	Replace question 40 with the LEMAS/CSLLEA version asking about minimum education requirements
41. Over the past 3 years, what proportion of FULL-TIME personnel received at least 8 hours of community policing training on topics such as problem solving, the SARA model, or community partnerships, etc.?	RTI recommends removing similar to the 2020 LEMAS. If retained, RTI recommends reducing the timeframe to the past fiscal year as a three-year reference period can be subject to recollection bias—similar to the last use on LEMAS.	N/A
42. Does your agency use the following methods to screen new applicants for FULL-TIME sworn police officer positions?	Consider using the 2020 LEMAS version of this question for comparability. Note that LEMAS asked two fewer items.	N/A
43. Excluding in-service training, how many hours of academy and field training are required for FULL-TIME sworn police officer recruits for entry into services?	RTI recommends updating to match 2020 LEMAS wording and consider adding 2021 academic year as a reference date.	N/A
44. Does your agency use the following methods to screen new applicants for FULL-TIME nonsworn security officer positions?	Consider using the 2020 LEMAS version of this question for comparability and combining into one table with sworn officers in question 42—maintaining the distinction between sworn and nonsworn. Note that LEMAS asked two fewer items.	N/A
45. Excluding in-service training, how many hours of academy and field training are required for newly hired FULL-TIME nonsworn security officers for entry into service?	Consider adding 2021 academic year as a reference date and combining into one table with sworn officers in question 43—maintaining the distinction between sworn and nonsworn.	N/A
46. Does your agency participate in the following types of "Active Shooter Training"?	None	N/A
47a. Which of the following types of weapons/actions are authorized for use by your agency's FULL-TIME sworn police officers?	Consider adding 2021 academic year as a reference date. The 2020 LEMAS includes a list of weapons or actions that we may want to consider.	N/A

47b. Which of the following types of weapons/actions are authorized for use by your agency's FULL-TIME nonsworn security officers?	Consider using the 2020 LEMAS question with a 2021 academic year reference date.	N/A
48. How many vehicles of each type below were used regularly by your agency in 2011? Of those vehicles, how many were electric or hybrid vehicles?	This question was less complex in the 2016 LEMAS and was removed entirely from the 2020 LEMAS. A similar list could be used on SCLEA. However, if desired, we could retain "Total number" to quantify the vehicles (and equipment). The 2021 academic year should be included as a reference period.	Replace with {armored vehicle question from LEMAS} (but there is not armored vehicle question on 2020 LEMAS)
49. Do patrol officers in your agency have direct electronic access to the following?	The format of this question and response categories were different in the 2016 LEMAS and dropped from the 2020 LEMAS. If included, formatting consistent with the 2016 LEMAS would be recommended, including the 2021 academic year as a reference period. RTI recommends using the expert panel to determine the utility of this question and investigate need to differentiate between sworn and nonsworn patrol.	Remove from questionnaire
50. Do any of the officers in your agency use the following types of electronic devices while on patrol?	Consider replacing "PDA" with "tablet" as an example in 50c and adding the 2021 academic year as a reference period.	N/A
51. Does your agency use computers or electronic devices for any of the following functions?	The 2016 LEMAS includes functions not listed in the 2011 SCLEA. Consider whether these should be included and adding September 1, 2021 as a reference date.	N/A

52. In 2011, did your agency meet regularly with the following to discuss crime-related problems?	The 2020 LEMAS asks if the agency had a "problem-solving partnership or written agreement" which would be more specific. Consider using this language to replace "meet regularly". Furthermore, it would be recommended to anchor the reference period to the 2021 academic calendar rather than calendar year. Consider engaging the expert panel to identify ways to shorten list and reduce perceived burden by the respondent.	Replace with 2020 LEMAS community policing question (question 11) that focuses on community partnerships; include some student group categories that are consolidated to capture all student groups mentioned in SCLEA
53. In 2011, did your agency engage in any of the following activities?	RTI recommends reviewing the utility of these categories with the expert panel and consider adding community policing categories from 2020 LEMAS. Consider using the 2021 academic calendar rather than calendar year as a reference period.	Replace this question with an adapted version of Question 13 from the 2020 LEMAS
54. Did your agency engage in any of the following preparedness activities in 2011?	Consider using the 2021 academic calendar rather than calendar year as a reference period and moving reference period to the beginning of the question.	N/A
55. Were student patrols used on your campus in 2011?	Consider using the 2021 academic calendar rather than calendar year as a reference period and moving reference period to the beginning of the question.	N/A
55a. If student patrols were used on your campus, did these student patrols perform any of the following functions?	None	N/A
56. In 2011, for each issue listed below, did your agency have a special unit with FULL-TIME personnel, use designated personnel as needed, have policies and procedures only, or not officially address the issue?	Consider modeling this question after 2020 LEMAS. Review utility of tasks with expert panel and tailor to the SCLEA based on discussion. Consider using the 2021 academic calendar rather than calendar year as a reference period.	Replace question 56 with an adapted version of question 8 from LEMAS; Update list of issues to be more relevant to campus policing: Specific issues that they suggested adding included crisis intervention, behavioral assessment, social network, and social media.

57. Did sworn police officers (full time or part time) from your agency participate in the following events in 2011?	Explore the utility of this question with expert panel. If the question is to be retained, consider combining questions 57 and 58 to ask about sworn and nonsworn officers. Consider adding 2021 academic year reference period at the beginning of the question.	Consolidate "orientation" and "during the year" sub-items into a single sub-item; add a sub-item for active shooter training/preparation.
58. Did nonsworn security officers (full time or part time) from your agency participate in the following events in 2011?	Explore the utility of this question with expert panel. If the question is to be retained, consider combining questions 57 and 58 to ask about sworn and nonsworn officers. Consider adding the 2021 academic year reference period at the beginning of the question.	N/A
59. Did your agency have a campus safety escort service in 2011?	Questions 59 and 59a could be combined into one question using a similar format as earlier questions by offering: [ ] Mark here if not applicable – No campus safety escort service Go to Question 60 Consider using the 2021 academic calendar rather than calendar year as a reference period and moving reference period to the beginning of the question.	N/A
59a. Did your campus safety escort service include any of the following characteristics in 2011?	N/A	N/A
60. Does your agency use any of the following methods for receiving citizen complaints?	Explore the utility of this question with expert panel. This question is asked in less detail in the LEMAS. Other dimensions of the complaint process, such as the use of civilian review boards, may be a more salient concern for practitioners. If the question is to be retained, it could be reformatted similar to the example provided in question 30 to address the disconnect between 60f and the specify box. Consider adding a reference period for the 2021 academic year to the beginning of the question.	Update the question to resemble LEMAS question 40
61. Do FULL-TIME sworn officers in your agency have arrest jurisdiction for any of the following?	Consider adding a reference date to the beginning of the question. Consider adding Clery geography descriptions questions 61a and 61b for clarity. Explore construct validity of response categories during cognitive testing. Responses A and B, in particular, may be confusing to respondents.	N/A

62. Do any FULL-TIME officers in your agency have patrol jurisdiction for any of the following?	Consider adding a reference date to the beginning of the question. Consider adding a parenthetical (sworn and nonsworn) as appears in other questions or capturing sworn and nonsworn data in two separate columns. Consider adding a description to questions 62b and 62c for clarity. Explore construct validity of response categories during cognitive testing. Responses A and B, in particular, may be confusing to respondents.	N/A
63. Does your agency currently have a Memorandum of Understanding (MOU) or Mutual Aid Agreement with the following types of agencies?	Consider adding September 1, 2021 as a reference date to the beginning of the question.	N/A
64. What was your agency's accreditation status with CALEA* and IACLEA** as of September 30, 2011?	RTI recommends removing for 2021 SCLEA.	N/A

U.S. Department of Justice

Office of Justice Programs

Bureau of Justice Statistics

Washington, DC 20531

[NAME]
[TITLE]
[ORGANIZATION]
[ADDRESS 1]
[CITY, STATE ZIP]

Dear [TITLE] [FULL NAME]:

I am writing to invite you to participate in a special effort to discuss the Bureau of Justice Statistics' (BJS) upcoming Survey of Campus Law Enforcement Agencies (SCLEA). SCLEA is the only nationally representative survey of campus law enforcement agencies (LEAs) that includes college and university LEAs served by sworn or non-sworn personnel (both public and private institutions). The survey gathers information on agency staffing, operations, budget, policies, responsibilities, and equipment. The results are used to provide an overview of campus LEAs in order to assess their readiness to respond to the challenges unique to campus security.

BJS is working with RTI International (RTI) to develop the 2021 SCLEA, however, before we send the survey out nationally, we need direct feedback from agencies to ensure the survey questions and instructions are as clear as possible. I am writing to ask for your agency's participation in providing feedback. This request is not going to many agencies – yours was specifically selected and we hope your agency can participate.

If you agree, we would:

- Provide a copy of the SCLEA draft survey to your agency's point of contact;
- Ask them to complete a section of the survey; return it to us; and
- Schedule a brief phone interview (1 hour maximum) with RTI staff to discuss the survey.

We hope to collect this feedback throughout March 2021, and our team can be flexible to your schedule. Please let us know whether your agency will help providing feedback on the 2021 SCLEA.

If you have any questions about this special request please contact Dustin Williams, RTI Project Director, at SCLEA@rti.org or 919-541-8006. If you have any general comments, please contact Elizabeth Davis, SCLEA Program Manager, at Elizabeth.Davis@usdoj.gov or 202-305-2667.

Sincerely,

Elizabeth Davis
SCLEA Program Manager

Bureau of Justice Statistics

Sample Call Script for Nonresponse Calls—Cognitive Interview Recruitment Version

[IF CALL RINGS TO A GATEKEEPER]

Hello, this is <<INSERT NAME>> calling on behalf of the Bureau of Justice Statistics in the U.S. Department of Justice regarding the Survey of Campus Law Enforcement Agencies. I am following up on a letter that we sent addressed to <<POC Name>>. May I speak with <<POC Name>>?

[IF LEAVING MESSAGE ON VOICEMAIL OR WITH A GATEKEEPER]

Hello, this is <<INSERT NAME>> calling on behalf of the Bureau of Justice Statistics in the U.S. Department of Justice regarding the 2021 Survey of Campus Law Enforcement Agencies. I am following up on a letter that we sent addressed to <<POC Name>>. I was hoping to speak to someone in your office about an opportunity to provide feedback to the Bureau of Justice Statistics about the draft of the Survey of Campus Law Enforcement Agencies, which is going into the field in 2021. Please give me a call back at [PHONE NUMBER] for further details on the 2021 Survey of Campus Law Enforcement Agencies and more information on how you can participate in the feedback process. Thank you and have a good day!

[IF CALL REACHES OR IS ROUTED TO AGENCY POC]

Hello, this is <<INSERT NAME>> calling on behalf of the Bureau of Justice Statistics in the U.S. Department of Justice regarding the 2021 Survey of Campus Law Enforcement Agencies. We are in the planning stages of the upcoming SCLEA, and we recently sent you a letter inviting you to provide input on the 2021 SCLEA data collection. I wanted to follow up with you to confirm that you received the request.

[IF QUESTIONS ABOUT THE SURVEY]

- The Survey of Campus Law Enforcement Agencies (SCLEA) has been conducted periodically since 1995; the last available data was in 2011.
- The SCLEA gathers information on agency staffing, operations, budget, policies, responsibilities, and equipment. The results are used to provide an overview of campus LEAs in order to assess their readiness to respond to the challenges unique to campus security.
- The survey will go into the field in the fall of 2021.

[IF QUESTIONS ABOUT COGNITIVE INTERVIEW PROCESS]

- We're requesting input from around 48 campus law enforcement agencies.
- Input involves:
  - Scheduling a time to discuss their experience completing the survey
  - Completing the survey independently, and timing themselves completing it
  - Speaking with an RTI representative at the scheduled timeslot to provide input about survey questions, clarity of instructions, and process for accessing requested data
- This is an opportunity for your agency to provide direct feedback in the early planning stages of the survey. Feedback will help to make completing the survey smoother and more efficient for ALL campus law enforcement agencies when the survey is in the field.

[IF AGENCY HAS NOT RECEIVED LETTER]

− Let me review the information we have on file for your agency.

[REVIEW E-MAIL ADDRESS AND MAILING ADDRESS.]

[ASK FOR THE POC'S PREFERRED METHOD OF CONTACT AND OFFER TO RE-SEND THE INFORMATION.]

[IF AGENCY IS WILLING TO PARTICIPATE IN COGNITIVE INTERVIEW]

− Great! Let me get some information from you so that I can send you the survey and schedule a time for you to discuss it with a member of our team.

[REVIEW E-MAIL ADDRESS AND MAILING ADDRESS.]

[IDENTIFY AN INTERVIEW TIMESLOT THAT WORKS FOR POC AND CI TEAM MEMBER AND SCHEDULE INTERVIEW]

[ASK FOR THE POC'S PREFERRED METHOD OF CONTACT AND SEND THE INFORMATION.]

Survey of Campus Law Enforcement Agencies (SCLEA)

Frequently Asked Questions for Cognitive Interviews

What is the purpose of this interview?
RTI International (RTI), a not-for-profit research organization located in Research Triangle Park, NC, is contracted by the Bureau of Justice Statistics (BJS) to conduct the 2021 Survey of Campus Law Enforcement Agencies (SCLEA). The goal of the 2021 SCLEA is to collect data from campus law enforcement agencies across the United States on their staffing, operations, and policies. As part of this effort, RTI is revising the 2011 SCLEA to more accurately reflect the current state of campus law enforcement.

As part of RTI's review, project staff are conducting a series of cognitive interviews with campus law enforcement agencies—including agencies with both sworn and non-sworn personnel—to better understand campus law enforcement agencies' current operations.

Why was I chosen?
Your agency was one of forty-eight campus law enforcement agencies randomly selected to participate in a cognitive interview.

What will happen during this discussion?
Cognitive interviews are one-on-one discussions between an interviewer and a participant. The interviewer will ask you some survey questions about specific topics related to your agency and your background. The discussion will last about 60 minutes and topics may include staffing, operations, budgets, policies, responsibilities, and equipment.

The discussions may be observed by other members of the project team. They will not participate in the discussion; they are only listening to the discussion.

Are there risks?
There is no expected risk to participating in this study. Any information that is learned during this discussion will not be shared with anyone outside the SCLEA project staff.

Are there benefits?
There are no expected direct benefits to you for participating in this study.

What will I get for participating?
By participating you will make an important contribution to the understanding of campus law enforcement and inform development of the 2021 SCLEA.

Will this information be kept private?
All the cognitive interview data will be combined in a summary report that will not use individual names. You and your agency's information will be kept private and confidential by RTI and BJS staff. RTI will keep what you tell us in a locked file cabinet or on a secure computer file. After we complete the report, the materials and audio recordings will be destroyed.

Do I have to participate?
Your participation is voluntary. You can refuse to answer any question at any time.

Who do I call if I have questions?
If you have any questions about this research project, you can call the RTI Project Director, Dustin Williams. His toll-free number is 1-800-334-8571, extension 28006. If you have any questions about your rights as a study participant, you can call RTI's Office of Research Protection and Ethics toll-free at 1-866-214-2043.

Bureau of Justice Statistics:
2021 Survey of Campus Law Enforcement Agencies

Cognitive Test Protocol

Participant ID:

Interview Date:

Interviewer:

SECTION I: INTRODUCTION

Thanks for agreeing to help us develop the questionnaire for the Survey of Campus Law Enforcement Agencies. This call will take about an hour. If this time still works for you, I would like to start with a short summary of the goals for today's call and explain a bit about how I will conduct the interview.

IS NOW STILL A GOOD TIME FOR INTERVIEW?

- ○ IF NO LONGER A GOOD TIME→OFFER TO RESCHEDULE
- ○ IF STILL GOOD TIME→CONTINUE

I'm [NAME] with RTI International, a survey research company based in Durham, North Carolina. We have been contracted by the Bureau of Justice Statistics to develop a survey instrument that will be used to collect data for the Survey of Campus Law Enforcement Agencies, or SCLEA. SCLEA will seek to establish national baseline data on the law enforcement and security agencies operating on the campuses of public and private 2- and 4-year institutions. Today we will ask for your help testing the proposed SCLEA questions– including question wording, ways to clarify instructions, and challenges related to obtaining the requested information, as your office may or may not easily track this information.

During the interview, we will go through your completed survey together. Occasionally, I will ask you follow-up questions to understand how you came up with your answer. Some of the questions I will ask you may sound a little strange. For example, I might ask you what a certain word means to you. The reason for this is to learn

about the process you go through in your mind when you answer the questions. Please keep in mind that there are no right or wrong answers to my questions. One of our main goals is to draft questions that make sense, so if anything about the questions is confusing or unclear, you can help by pointing this out. Also, if you are not sure how you would respond to any of the questions, please tell me that, too.

I am interested in hearing all your feedback on the survey, but because there are a lot of topics to discuss and we only have an hour, we are going to focus on specific-pre-selected sections of the survey. At the end of the interview, you can share any important feedback that you didn't have a chance to share earlier.

1. **Do you have any questions before we begin?**

First, do you happen to recall approximately how much time you spent completing the questionnaire? Please include the time you and any others at your office spent gathering information needed to answer the questions.

2. **RECORD LENGTH TO COMPLETE SURVEY**

    _____ HOURS

    _____ MINUTES

I am planning to discuss only some of the questions on the questionnaire, but if you have comments or concerns about any of the questions I skip, please feel free to share them with me at any time.

INTERVIEWER: PROCEED TO SECTION II.

SECTION II: CONSENT

Before we begin, I would like to go over the FAQS we sent to you prior to this interview. As you review the FAQs, please feel free to ask any questions you may have. This document explains the following:

- All your responses and everything you say will be kept strictly confidential, and only researchers working on this project will see your answers or hear the recording. Your name will not be used in any of our reports.
- Your participation is voluntary, and you may stop at any time. You may choose not to answer any questions you don't want to answer.
- The interview should take about 1 hour.

With your permission, I would like to audio-record our conversation. This will allow me to concentrate on what you are saying instead of taking a lot of notes while you are talking. It will also help me write a summary of the interview.

If you are willing to take part in the study and allow me to audio-record our conversation, please provide your verbal approval to continue with the interview.

1. DID THE PARTICIPANT HAVE ANY QUESTIONS OR CONCERNS?
- o   Yes
- o   No → (SKIP TO QUESTION 3)

2. PLEASE SPECIFY:

_____

_____

3. HAS THE PARTICIPANT AGREED TO PARTICIPATE?
- o   Yes
- o   No → (END INTERVIEW)

4. HAS THE PARTICIPANT AGREED TO AUDIO-RECORDING?
- o Yes → (BEGIN AUDIO RECORDING)
- o No

SECTION III: COGNITIVE INTERVIEW

IF CONSENT WAS GIVEN, START AUDIO RECORDER. COLLECT VERBAL CONSENT FOR RECORDING.

Now, if you're ready, I'd like to get started.

PROCEED TO PROTOCOL BASED ON PARTICIPANT'S GROUP MEMBERSHIP

GROUP	PROTCOL SECTIONS	INSTRUMENT SECTIONS
A	III-A	INSTITUTIONAL INFORMATION; AGENCY INFORMATION; PERSONNEL INFORMATION; PERSONNEL DUTIES AND FUNCTIONS; ADMINISTRATION; TECHNOLOGY AND COMMUNICATION
B	III-B	OFFICER SELECTION AND TRAINING REQUIREMENTS; EQUIPMENT AND TECHNIQUES, PROBLEM MANAGEMENT

SECTION III-A: PROTOCOL A

INTERVIEWER: BEGIN INTERVIEW WITH GROUP A MEMBERS HERE.

INSTITUTIONAL INFORMATION

Cover Page:

1. **For which college/university campus(es) are you reporting?**
2. **Please provide your contact information below:**
   a. **Name:**
   b. **Position/ Title:**
   c. **Telephone number:**
   d. **Fax number:**
   e. **E-mail address:**

AGENCY INFORMATION

3-4. On the first day of the 2021-2022 academic year, who employed the officers that provided routine law enforcement services such as patrol or responding to calls for service on campus? *Please select ALL that apply.*

	3. …routine law enforcement services such as patrol or responding to calls for service.	4. …security for special events.
a. Campus police/security agency	[ ]	[ ]
b. Municipal/county police agency	[ ]	[ ]
c. Sheriff's office/department	[ ]	[ ]
d. State law enforcement agency (non-campus)	[ ]	[ ]
e. Private security firm	[ ]	[ ]
f. Other. Please specify: _____	[ ]	[ ]
g. None of these	[ ]	[ ]

⟶ If your college/university does **NOT** have a campus police/security agency, please **STOP** here and return this questionnaire in the envelope provided.

If your college/university does have a campus police/security agency, please continue with Question 5.

Probe: How difficult is it for you to provide this information for the timeframe specified in the question?

Probe: Other than that, did you have any challenges completing questions 1-4?

PERSONNEL INFORMATION

5. On the first day of the 2021-2022 academic year, enter the number of <u>full and part-time</u> personnel according to their <u>primary</u> job responsibility. *Count each full-time staff person ONLY once. If a person performed more than one function, enter that person's count in the job category in which s/he spent most of her/his time. If none, enter '0'.*

[ ] Mark here if not applicable – No full or part-time sworn officers ⟶ **Go to Column (2)**
[ ] Mark here if not applicable – No full or part-time nonsworn officers, civilian personnel, or student employees
⟶ **Go to Question 6**

	(1) Sworn officers with general arrest powers		(2) Non-sworn officers/ civilian personnel/ Student employees	
	Full Time	Part Time	Full Time	Part Time
a. **Administration** - Chief of police, head of campus security, assistants and other personnel who work in an administrative capacity. *Include finance, human resources and internal affairs.*	_____	_____	_____	_____
b. **Total operations** – Police officers, detectives, inspectors, supervisors, and other personnel providing direct law enforcement services. *Include traffic, patrol, investigations and special operations*				
1. **Officers –** Patrol/field officers, police officers, traffic, SROs, etc.	_____	_____	_____	_____
2. **Detectives/investigators**	_____	_____	_____	_____
3. **Contract Security**	_____	_____	_____	_____
4. **Contract Seasonal**	_____	_____	_____	_____
5. **All other operations personnel**–Inspectors, supervisors, special operations, and other personnel providing direct law enforcement services.	_____	_____	_____	_____
c. **Total support** – Dispatchers, records clerks, crime analysts, crime lab technicians and other personnel providing support services other than administrative. *Include communications, crime lab, fleet management and training.*				
1. **Dispatchers**	_____	_____	_____	_____
2. **All other support personnel**– Records clerks, crime analysts, crime lab technicians, and other personnel providing support services other than administrative. *Include communications, crime lab, fleet management, and training.*	_____	_____	_____	_____

	Male	Female
d. **Other personnel not included above** (e.g., crossing guards, parking enforcement, etc.)	_____ _____	_____ _____

6. On the first day of the 2021-2022 academic year, enter the number male and female <u>full-time sworn</u> officers by race, Hispanic origin and sex. *If none, enter '0'.*

	Male	Female
a. White, non-Hispanic	_____	_____
b. Black or African American, non-Hispanic	_____	_____
c. Hispanic or Latino	_____	_____
d. American Indian or Alaska Native, non-Hispanic	_____	_____
e. Native Hawaiian or other Pacific Islander, non-Hispanic	_____	_____
f. Two or more races	_____	_____
g. Not known	_____	_____
h. **Total Full-time sworn officers** (*sum of rows 6a-6g*)	_____	_____

Probe: On question 5, do sub-items b3 (Contract Security) and b4 (Contract Seasonal) make sense to you as written? Would these make more sense as a single sub-item?

Probe: Are the examples provided in each sub-item confusing at all, or do they seem clear?

Probe: How burdensome would it be to provide the data in each sub-item?

Probe: Did you have any other challenges completing questions 5 or 6?

PERSONNEL DUTIES AND FUNCTIONS

7. On the first day of the 2021-2022 academic year, did your agency have the <u>primary responsibility</u> for providing the following functions? *Please select ONE response per row.*

Security Functions	Yes	No
a. Access control (including electronic access)	[ ]	[ ]
b. Building lockup/unlock	[ ]	[ ]
c. Central alarm monitoring	[ ]	[ ]
d. Key control	[ ]	[ ]
e. Monitoring surveillance cameras	[ ]	[ ]
Specialized Functions	**Yes**	**No**
f. Bomb/Explosive disposal or detection	[ ]	[ ]
g. Executive/dignitary protection	[ ]	[ ]
h. Search and rescue	[ ]	[ ]
i. Tactical operations (SWAT)	[ ]	[ ]
j. Task force participation	[ ]	[ ]
k. Underwater recovery	[ ]	[ ]
Vehicle-related Functions	**Yes**	**No**
l. Parking administration/registration	[ ]	[ ]
m. Parking enforcement	[ ]	[ ]
n. Traffic accident investigation	[ ]	[ ]
o. Traffic direction and control	[ ]	[ ]

	Yes	No
p. Traffic law enforcement	[ ]	[ ]
Public Safety Functions	**Yes**	**No**
q. Animal control	[ ]	[ ]
r. Dispatching calls for service	[ ]	[ ]
s. Emergency fire services	[ ]	[ ]
t. Emergency management	[ ]	[ ]
u. Emergency medical services	[ ]	[ ]
v. Environmental health/safety	[ ]	[ ]
w. Fire inspection & prevention	[ ]	[ ]
x. Safety escort services	[ ]	[ ]

Probe: What does the phrase "primary responsibility" (as used in question 7) mean to you?

Probe: Are the functions listed in question 7 clear?

Probe: Are there any functions your agency performs that are missing from question 7?

8. On the first day of the 2021-2022 academic year, did your agency have the <u>primary responsibility</u> for providing on-site security for the following facilities and events? *Please select ONE response per row.*

	Yes	No
a. Agricultural facilities	[ ]	[ ]
b. Auditorium events	[ ]	[ ]
c. Clinic facilities	[ ]	[ ]
d. Cultural facilities (e.g., museums)	[ ]	[ ]
e. Daycare and pre-kindergarten facilities	[ ]	[ ]
f. Educational (K-12) facilities	[ ]	[ ]
g. Hazardous biological/chemical materials	[ ]	[ ]
h. Hospital facilities	[ ]	[ ]
i. Indoor arena events	[ ]	[ ]
j. Nuclear/Radioactive materials	[ ]	[ ]
k. Outdoor concert events	[ ]	[ ]
l. Outdoor stadium events	[ ]	[ ]

9. On the first day of the 2021-2022 academic year, did your agency operate the following types of facilities? *Please select ONE response per row.*

	Yes	No
a. Operating a temporary holding cell (not for overnight detention)	[ ]	[ ]
b. Operating an overnight lockup or temporary holding facility separate from a jail	[ ]	[ ]

Probe: Are there any additional facility types that your agency provides on-site security for?

Probe: What does the phrase "primary responsibility" (as used in question 8) mean to you?

10. On the first day of the 2021-2022 academic year, what level of routine patrol coverage did your agency provide for the following periods? *Please select one response for **sworn** and one response for **non-sworn** for each row.*

	Uniformed Sworn Police Officers			Uniformed Non-Sworn Police Officers		
	24-hour patrol coverage	Less than 24-hour patrol coverage	No routine patrols	24-hour patrol coverage	Less than 24-hour patrol coverage	No routine patrols
a. Weekdays during academic terms	[ ]	[ ]	[ ]	[ ]	[ ]	[ ]
b. Weekends during academic terms	[ ]	[ ]	[ ]	[ ]	[ ]	[ ]
c. Breaks between academic terms	[ ]	[ ]	[ ]	[ ]	[ ]	[ ]
d. Summer term	[ ]	[ ]	[ ]	[ ]	[ ]	[ ]
	[ ] Not Applicable – No Uniformed Sworn Police Officers			[ ] Not Applicable – No Uniformed Non-Sworn Police Officers		

Probe: Were the periods included in question 10 clear?

Probe: Did you have any challenges completing questions 7-10, that we have not already discussed?

ADMINISTRATION

11. For the fiscal year that includes the first day of the 2021-2022 academic year, what was your agency's total operating budget? *If not available, provide an estimate and mark [X] the estimate checkbox. Do not include building construction costs or major equipment costs.*

$ _____.00   *If estimate, check here:* [ ]

Probe: Are you able to report this data for a given fiscal year, as referenced in question 11?

Probe: Would it be easier to report the data for an academic year or other reference period?[IF OTHER, PROBE ON BEST REFERENCE PERIOD.]

12. On the first day of the 2021-2022 academic year, what was the minimum and maximum annual base salary for the following full-time positions? *If you have only one value for a particular position, please enter it as a 'Minimum'. For any salaries paid at an hourly rate, please multiply the hourly rate by 2,088 to get the annual salary.*

Full-time Position	Minimum Annual Salary (in dollars)	Maximum Annual Salary (in dollars)	Not Applicable - No Such Position	Don't Know
a. Chief / Director	$_____	$_____	[ ]	[ ]
b. Shift Supervisor	$_____	$_____	[ ]	[ ]
c. Entry-level sworn police officer	$_____	$_____	[ ]	[ ]
d. Entry-level nonsworn security officer	$_____	$_____	[ ]	[ ]

13. During the fiscal year including the first day of the 2021-2022 academic year, did your agency authorize or provide any of the following special pay or benefits to <u>FULL-TIME sworn and non-sworn officers</u>? *Mark [X] all that apply.*

[ ] Mark here if not applicable – No full-time sworn officers ⟶ **Go to Column (2)**
[ ] Mark here if not applicable – No full-time nonsworn officers ⟶ **Go to Question 14**

	(1) Offered to full-time **sworn** officers	(2) Offered to full-time **non-sworn** officers
a. Bilingual ability pay	[ ]	[ ]
b. Education incentive pay	[ ]	[ ]
c. Hazardous duty pay	[ ]	[ ]
d. Merit/performance pay	[ ]	[ ]
e. Military service pay	[ ]	[ ]
f. Shift differential pay	[ ]	[ ]
g. Special skills proficiency pay	[ ]	[ ]

Probe: Are there any types of pay that are missing from the list in question 13??

14. On the first day of the 2021-2022 academic year, were there any external agreements or memoranda of understanding between employee representative organizations and nonsupervisory FULL-TIME personnel with your agency? *Please select ONE response per row.*

[ ] Mark here if not applicable (no external agreements of memoranda of understanding) ⟶ **Go to Question 15**

	Yes	No	Not Applicable
a. Full-time sworn police officers	[ ]	[ ]	[ ] No sworn officers
b. Full-time nonsworn security officers	[ ]	[ ]	[ ] No nonsworn officers

Probe: In question 14, were you clear on what was meant by external agreements, memorandum of understanding, and employee representative organizations?

Did you have any other challenges completing questions 12-14?

TECHNOLOGY AND COMMUNICATION

	Yes	No
15. On the first day of the 2021-2022 academic year, did any part of your campus have a 'blue-light' or equivalent emergency phone system?	[ ]	[ ]

	Yes	No
16. On the first day of the 2021-2022 academic year, did your agency participate in an <u>emergency telephone system</u> with an enhanced 9-1-1, 3-, or 4-digit system (providing both caller location and identification when available)?	[ ]	[ ]

17. On the first day of the 2021-2022 academic year, did your agency have an emergency telephone system with the following capabilities for incoming calls from <u>wireless/cellular phones</u>? *Please select ONE response per row.*	Yes	No
a. Displays phone number of wireless caller	[ ]	[ ]
b. Displays general location of wireless caller	[ ]	[ ]
c. Displays exact location of wireless caller	[ ]	[ ]
d. Other. Please specify: _____	[ ]	[ ]

18. On the first day of the 2021-2022 academic year, did your campus use any of the following as part of its <u>mass notification systems</u>? *Please select ONE response per row.*	Yes	No
a. Cellphone application	[ ]	[ ]
b. Cellphone call alerts or voicemail alerts	[ ]	[ ]
c. CCTV monitor announcements	[ ]	[ ]
d. E-mail alerts	[ ]	[ ]
e. Outdoor public-address speakers or sirens	[ ]	[ ]
f. Radio or TV announcements	[ ]	[ ]
g. Social media accounts or college/university website	[ ]	[ ]
h. Text message alerts	[ ]	[ ]
i. Variable message sign or LCD billboard announcements	[ ]	[ ]
j. Voice-over fire alarms	[ ]	[ ]

k. Other. Please specify: _____	[ ]	[ ]

Probe: In question 18, were the descriptions of the mass notification systems clear?

19. On the first day of the 2021-2022 academic year, did your agency utilize any of the following technologies for law enforcement or investigative purposes? *Please select ONE response per row.*	Yes	No
a. Automated fingerprint identification system (AFIS) or next generation identification (NGI)	[ ]	[ ]
b. Body-worn cameras	[ ]	[ ]
c. Computer aided dispatch (CAD)	[ ]	[ ]
d. Facial recognition	[ ]	[ ]
e. Firearm detection or tracing (e.g., eTrace) technology	[ ]	[ ]
f. Geographic information systems (GIS), including geo-fencing	[ ]	[ ]
g. Gunshot detection (e.g., ShotSpotter)	[ ]	[ ]
h. License plate readers (LPR)	[ ]	[ ]
i. Record management system (RMS)	[ ]	[ ]
j. Tire deflation device	[ ]	[ ]
k. Virtual or augmented reality training systems	[ ]	[ ]
l. Other. Please specify: _____	[ ]	[ ]

Questions 15-19 reference a number of technologies that may or may not be used in your agency.

> **Probe: What do you think of the technologies discussed in this section (questions 15-19)?**
>
> **Probe: Should any of these technologies be removed?**
>
> **Probe: Are there any other technologies that should be added to this list?**

---

20. On the first day of the 2021-2022 academic year, was the campus public safety radio system <u>interoperable</u> with the local police, fire, and other first responders?

[ ] Yes, fully
[ ] Yes, partially
[ ] Not at all

---

21. If your campus had a <u>mass notification system</u> on the first day of the 2021-2022 academic year, how were the following groups of people <u>enrolled</u> into the system? *Please select ONE response per row.*

	Voluntary, opt-in	Mandatory, opt-out	Other method	Not applicable

a. Students	[ ]	[ ]	[ ]	[ ]
b. Staff	[ ]	[ ]	[ ]	[ ]
c. Faculty/Administration	[ ]	[ ]	[ ]	[ ]

---

22. On the first day of the 2021-2022 academic year, did your agency use <u>computers or electronic devices</u> for any of the following functions? *Please select ONE response per row.*

	Yes	No
a. Automated booking	[ ]	[ ]
b. Crime analysis (including crime mapping or hotspot identification)	[ ]	[ ]
c. Intelligence gathering	[ ]	[ ]
d. Inter-agency information transmission	[ ]	[ ]
e. Social network analysis	[ ]	[ ]

Did you have any other challenges completing questions 15-22?

INTERVIEWER: FOR GROUP A MEMBERS, END QUESTION-SPECIFIC PROBES HERE. PROCEED TO CLOSING PROBES IN SECTION IV.

SECTION III-B: PROTOCOL B

INTERVIEWER: BEGIN INTERVIEW WITH GROUP B MEMBERS HERE.

OFFICER SELECTION AND TRAINING REQUIREMENTS

---

23. Indicate your agency's minimum education requirement that new FULL-TIME <u>sworn</u> and new FULL-TIME <u>nonsworn</u> officers must have at hiring or within two years of hiring on the first day of the 2021-2022 academic year.

[ ] Mark here if not applicable – No full-time sworn officers ⟶ **Go to Column (2)**
[ ] Mark here if not applicable – No full-time nonsworn officers ⟶ **Go to Question 23b**

	(1) New Full-Time Sworn Officers	(2) New Full-Time Nonsworn Officers
Four-year college degree required	[ ]	[ ]
Two-year college degree required	[ ]	[ ]
Some college, but no degree required	[ ]	[ ]
⟶ **If some college, total credit hours required**	_____ hours	_____ hours
High school diploma or equivalent required	[ ]	[ ]
No formal education requirement	[ ]	[ ]
⟶ **If no formal requirement** ⟶ **Go to Question 24**		

23b. On the first day of the 2021-2022 academic year, did your agency consider <u>military service</u> as an exemption to this minimum education requirement?

[ ] Yes
[ ] No

Probe: Are the minimum education requirements discussed in question 23 applicable to non-sworn staff? [IF NO] Are there other education requirements that would be applicable to non-sworn staff?

24. On the first day of the 2021-2022 academic year, which of the following screening techniques were used by your agency in selecting new FULL-TIME <u>sworn</u> and <u>nonsworn</u> officer recruits?
Please select ONE response in Column A and ONE response in Column B per row.

[ ] Mark here if not applicable – No full-time sworn officers ⟶ **Go to Column (2)**
[ ] Mark here if not applicable – No full-time nonsworn officers ⟶ **Go to Question 25**

	(1) New Full-Time Sworn Officers		(2) New Full-Time Nonsworn Officers	
Background check	Yes	No	Yes	No
a. Background investigation	[ ]	[ ]	[ ]	[ ]
b. Credit history check	[ ]	[ ]	[ ]	[ ]
c. Criminal history check	[ ]	[ ]	[ ]	[ ]
d. Driving record check	[ ]	[ ]	[ ]	[ ]
e. Social media check	[ ]	[ ]	[ ]	[ ]
Personal attributes	Yes	No	Yes	No
f. Cognitive ability assessment (e.g., writing, reading comprehension, analytical skills)	[ ]	[ ]	[ ]	[ ]
g. Interpersonal skills assessment	[ ]	[ ]	[ ]	[ ]
h. Personality/Psychological inventory	[ ]	[ ]	[ ]	[ ]
i. Psychological interview	[ ]	[ ]	[ ]	[ ]
j. Polygraph exam	[ ]	[ ]	[ ]	[ ]
Physical attributes	Yes	No	Yes	No
k. Drug test	[ ]	[ ]	[ ]	[ ]
l. Medical exam	[ ]	[ ]	[ ]	[ ]
m. Physical agility/fitness test	[ ]	[ ]	[ ]	[ ]
⤷ [IF 24m = YES] Does your agency have different standards based on sex?	[ ]	[ ]	[ ]	[ ]
n. Vision and/or hearing test	[ ]	[ ]	[ ]	[ ]

Probe: Are the screening techniques discussed in question 24 applicable to non-sworn staff? [IF NO] Are there other screening techniques that would be applicable to non-sworn staff?

---

25. On the first day of the 2021-2022 academic year, how many total hours of <u>academy</u> training and <u>field</u> training (e.g., with FTO) were required of your agency's new (non-lateral) <u>sworn</u> and <u>nonsworn</u> officer recruits?

[ ] Mark here if not applicable – No full-time sworn officers ⟶ **Go to Column (2)**
[ ] Mark here if not applicable – No full-time nonsworn officers ⟶ **Go to Question 26**

	(1) New Full-Time Sworn Officers	(2) New Full-Time Nonsworn Officers
Academy Training Hours Total Hours of training *(state mandated and additional hours)*	_____ hours	_____ hours
Field Training Hours Total Hours of training *(state mandated and additional hours)*	_____ hours	_____ hours

Probe: Are the trainings discussed in question 25 applicable to non-sworn staff? [IF NO] Are there other types of trainings that would be applicable to non-sworn staff?

---

26. On the first day of the 2021-2022 academic year, what were the minimum annual in-service training hours required of your agency's (non-lateral) <u>sworn</u> and <u>nonsworn</u> officer recruits? *If no in-service training hours are required, enter '0'.*

[ ] Mark here if not applicable – No full-time sworn officers ⟶ **Go to Column (2)**
[ ] Mark here if not applicable – No full-time nonsworn officers ⟶ **Go to Question 26a**

	(1) Full-Time Sworn Officers	(2) Full-Time Nonsworn Officers
In-Service Training Hours Total In-Service Training Hours of training *(state mandated and additional hours)*	_____ hours	_____ hours

26a. On the first day of the 2021-2022 academic year, did your agency's in-service training include the following topics?
Please select ONE response per row.

	Yes	No
a. Bias/hate crimes	[ ]	[ ]
b. Crisis Intervention	[ ]	[ ]
c. Crowd control	[ ]	[ ]
d. De-escalation/non-escalation	[ ]	[ ]

	Yes	No
e. Diversity	[ ]	[ ]
f. Gender-based violence	[ ]	[ ]
g. Implicit bias	[ ]	[ ]
h. Mental health	[ ]	[ ]
i. Peer intervention	[ ]	[ ]
j. Protest response	[ ]	[ ]
k. Threat assessment	[ ]	[ ]
l. Other. Please specify: _____	[ ]	[ ]

27. On the first day of the 2021-2022 academic year, did your agency have plans to conduct the following types of Active Shooter training during the 2021-2022 academic year?

Please select ONE response per row.

	Yes	No
a. Mock exercise/Scenario	[ ]	[ ]
b. Workshop/Seminar/Lecture	[ ]	[ ]
c. Virtual reality	[ ]	[ ]
d. Other. Please specify: _____	[ ]	[ ]

Probe: Are the training requirements discussed in questions 25 and 26 applicable to non-sworn staff? [IF NO] Are there other training requirements that would be applicable to non-sworn staff?

Probe: Are there other types of common training that are not included in questions 25 and 26 (include sworn and non-sworn staff)?

Probe: What do "diversity" and "implicit bias" mean to you? Are they meaningfully different in this context?

EQUIPMENT AND TECHNIQUES

28. On the first day of the 2021-2022 academic year, which of the following types of firearms were authorized for use by your agency's full-time <u>sworn</u> officers?

[ ] Mark here if not applicable – No full-time sworn officers ⟶ **Go to Question 30**

	Authorized	Not authorized
a. Handgun	[ ]	[ ]
b. Shotgun or manual rifle	[ ]	[ ]
c. Fully automatic rifle (e.g., M-16)	[ ]	[ ]
d. Semi-automatic rifle (e.g., AR-15)	[ ]	[ ]

29. On the first day of the 2021-2022 academic year, which of the following types of <u>weapons</u> or <u>actions</u> were authorized for use by your agency's full-time <u>sworn</u> officers?

	Almost / Always Authorized	Authorized Under Limited Circumstances	Never Authorized
a. Open hand techniques	[ ]	[ ]	[ ]
b. Closed hand techniques	[ ]	[ ]	[ ]
c. Takedown techniques (e.g., straight arm bar)	[ ]	[ ]	[ ]
d. Vascular restraint or carotid hold	[ ]	[ ]	[ ]
e. Respiratory neck restraint	[ ]	[ ]	[ ]
f. Leg hobble or other restraints (not including handcuffs)	[ ]	[ ]	[ ]
g. OC spray/foam	[ ]	[ ]	[ ]
h. Chemical agent projectile (e.g., CS/tear gas, OC pellets)	[ ]	[ ]	[ ]
i. Flash/bang grenade	[ ]	[ ]	[ ]
j. Baton	[ ]	[ ]	[ ]
k. Blunt force projectile (e.g., bean bag, rubber bullets)	[ ]	[ ]	[ ]
l. Conducted energy device (e.g., Taser, stun gun, Stinger)	[ ]	[ ]	[ ]
m. Other. Please specify: _____	[ ]	[ ]	[ ]

Probe: Are the authorized weapons and actions discussed in question 28 and 29 applicable to non-sworn staff? [IF NO] Are there other training requirements that would be applicable to non-sworn staff?

Probe: In your own words, what does "authorized" mean as it is used in this question? (e.g., are they thinking about a formal, written policy?)

30. On the first day of the 2021-2022 academic year, did your agency operate any of the following types of motorized vehicles or equipment? *Please select ONE response per row.*	Yes	No
a. Armored vehicles (e.g., MRAP, tank, BearCat or other SWAT carrier)	[ ]	[ ]
b. Custom or Specialized Vehicles Please specify: _____	[ ]	[ ]

Probe: Other than those we have already discussed, did you have any challenges completing questions 23-30?

PROBLEM MANAGEMENT

31. On the first day of the 2021-2022 academic year, did your agency have a formal written agreement or an informal problem-solving partnership with any of the following? *Please select ONE response per row.*	Yes	No
a. Advocacy groups	[ ]	[ ]
b. Athletics groups, NCAA, club, and intramural	[ ]	[ ]
c. Business groups	[ ]	[ ]
d. Campus administrators/officials	[ ]	[ ]

e.	Domestic violence prevention groups	[ ]	[ ]
f.	Faculty/Staff organizations	[ ]	[ ]
g.	Fraternity/Sorority groups	[ ]	[ ]
h.	LGBTQ+ groups	[ ]	[ ]
i.	Local public officials	[ ]	[ ]
j.	Multicultural groups	[ ]	[ ]
k.	Neighborhood associations	[ ]	[ ]
l.	Other law enforcement agencies	[ ]	[ ]
m.	Religious groups	[ ]	[ ]
n.	Sexual violence prevention programs	[ ]	[ ]
o.	Student Government Association	[ ]	[ ]
p.	Student housing groups	[ ]	[ ]
q.	Student organizations	[ ]	[ ]

Let's take a look at the groups listed in question 31…

> **Probe: Is item a. "Advocacy groups" clear to you? Would that be easier to answer if specific advocacy groups were identified? If so, what advocacy groups would be appropriate to list?**

> **Probe: Do you think any of the listed groups are unnecessary or should be removed?**

> **Probe: Are there any other groups that you think should be included here?**

32. On the first day of the 2021-2022 academic year, did your agency have plans to do any of the following during the 2021-2022 academic year…? *Please select ONE response per row.*	Yes	No
a. Conduct Adopt-A-Residence Hall Program	[ ]	[ ]
b. Conduct a citizen police academy	[ ]	[ ]
c. Foot patrols through buildings (required or encouraged)	[ ]	[ ]
d. Maintain a written community policing plan	[ ]	[ ]
e. Participate in student-led events	[ ]	[ ]
f. Work with a Community Advisory Committee	[ ]	[ ]
g. Other (Please specify): _____	[ ]	[ ]

Consider the activities listed in question 32…

> **Probe: Do you think any of activities listed in question 32 are unnecessary or should be removed?**

> **Probe: Are there any other activities that you think should be included in question 32?**

33. During the 2021-2022 academic year, does your agency plan to conduct any of the following preparedness planning activities? *Please select ONE response per row.*

	Yes	No
a. Design or revise a preparedness plan for a school shooting	[ ]	[ ]
b. Design or revise a preparedness plan for an emergency evacuation of campus	[ ]	[ ]
c. Disseminate information to increase campus preparedness	[ ]	[ ]
d. Participate in formal intelligence-sharing agreements with other law enforcement agencies	[ ]	[ ]
e. Participate in meetings with campus administrators/staff regarding emergency preparedness plans	[ ]	[ ]

Probe: In question 33c, how would you interpret the phrase "disseminate information to increase campus preparedness" as it's used in the question?

34. On the first day of the 2021-2022 academic year, were student patrols used on your campus?

[ ] Yes
[ ] No ⟶ **Go to Question 35**

34a. If student patrols were used on your campus on the first day of the 2021-2022 academic year, did these student patrols perform any of the following functions?
Please select ONE response per row.

	Yes	No
a. Auxiliary patrol during normal patrol hours	[ ]	[ ]
b. Building lock-up	[ ]	[ ]
c. Emergency response	[ ]	[ ]
d. Recruitment tool for agency	[ ]	[ ]
e. Residence hall security	[ ]	[ ]
f. Safety escorts	[ ]	[ ]
g. Special event security	[ ]	[ ]

35. On the first day of the 2021-2022 academic year, how did your agency address the following issues? *Please select ONE response per row.*

		Agency DID NOT HAVE a specialized unit with full-time personnel		
	(1) Agency HAD specialized unit with personnel assigned	(2) Agency had designated personnel to address this problem/task	(3) Agency addresses this problem/task, but did not have	(4) Agency did not formally address this problem/task	(5) Agency's jurisdiction did not have this problem

Type of issue	FULL-TIME to address this problem/task		designated personnel		(NA)
a. Active shooter response	[ ]	[ ]	[ ]	[ ]	[ ]
b. Alcohol education	[ ]	[ ]	[ ]	[ ]	[ ]
c. Behavioral assessment	[ ]	[ ]	[ ]	[ ]	[ ]
d. Bias/hate crime	[ ]	[ ]	[ ]	[ ]	[ ]
e. Bicycle/pedestrian safety	[ ]	[ ]	[ ]	[ ]	[ ]
f. Community policing	[ ]	[ ]	[ ]	[ ]	[ ]
g. Crisis intervention	[ ]	[ ]	[ ]	[ ]	[ ]
h. Cybercrime	[ ]	[ ]	[ ]	[ ]	[ ]
i. Drug education	[ ]	[ ]	[ ]	[ ]	[ ]
j. General crime prevention	[ ]	[ ]	[ ]	[ ]	[ ]
k. General rape prevention	[ ]	[ ]	[ ]	[ ]	[ ]
l. Identity theft	[ ]	[ ]	[ ]	[ ]	[ ]
m. Intimate partner violence, including date rape	[ ]	[ ]	[ ]	[ ]	[ ]
n. Research and planning	[ ]	[ ]	[ ]	[ ]	[ ]
o. Self-defense training	[ ]	[ ]	[ ]	[ ]	[ ]
p. Social media/network abuse	[ ]	[ ]	[ ]	[ ]	[ ]
q. Stalking	[ ]	[ ]	[ ]	[ ]	[ ]
r. Student security patrol	[ ]	[ ]	[ ]	[ ]	[ ]
s. Suicide prevention	[ ]	[ ]	[ ]	[ ]	[ ]
t. Victim assistance	[ ]	[ ]	[ ]	[ ]	[ ]
u. White collar crime	[ ]	[ ]	[ ]	[ ]	[ ]

Question 35 asks about the issues for which you have designated personnel

Probe: Do you think any of issues listed in question 35 are unnecessary or should be removed?

Probe: Are there any other issues that you think should be included in question 35?

---

36. On the first day of the 2021-2022 academic year, did your agency have plans for <u>sworn</u> or <u>nonsworn</u> officers (full-time or part-time) from your agency participate in the following events during the 2021-2022 academic year? *Please select ONE response in Column A and ONE response in Column B per row.*

[ ] Mark here if not applicable – No full- or part-time sworn officers ⟶ **Go to Column (2)**
[ ] Mark here if not applicable – No full- or part-time nonsworn officers ⟶ **Go to Question 37**

	(1) Full-Time or Part Time Sworn Officers		(2) Full-Time or Part Time Nonsworn Officers	
	Yes	No	Yes	No

a. Crime prevention programs at new student orientation	[ ]	[ ]	[ ]	[ ]
b. Drug/Alcohol programs at new student orientation	[ ]	[ ]	[ ]	[ ]
c. Active shooter exercises at new student orientation	[ ]	[ ]	[ ]	[ ]
d. Crime prevention programs during the academic year	[ ]	[ ]	[ ]	[ ]
e. Drug/Alcohol programs during the academic year	[ ]	[ ]	[ ]	[ ]
f. Active shooter exercises during the academic year	[ ]	[ ]	[ ]	[ ]

Probe: Do you think it makes sense to include the "active shooter" sub-items ("c" and "f") in question 36? Are those sub-items applicable to you?

37. On the first day of the 2021-2022 academic year, did your campus safety escort service include any of the following characteristics? *Please select ONE response per row.*

[ ] Mark here if not applicable – No campus safety escort service ⟶ **Go to Question 38**

	Yes	No
a. Staffed by sworn police officers	[ ]	[ ]
b. Staffed by nonsworn security officers	[ ]	[ ]
c. Staffed by students	[ ]	[ ]
d. Escorts on foot	[ ]	[ ]
e. Escort by vehicle	[ ]	[ ]

38. During the 2020-2021 academic year, enter the number of citizen complaints (including students) received by current disposition status. *If none, enter '0'.*

	All complaints	Use of force complaints
a. **Sustained** (sufficient evidence to justify disciplinary action against the officer(s))	_____	_____
b. **Other disposition** (e.g., unfounded, exonerated, not sustained, withdrawn)	_____	_____
c. **Pending** (final disposition of the allegation has not been made)	_____	_____
d. **Total complaints received** (*sum of rows a-c*)	_____	_____

Probe: How difficult was it to collect this information for question 38?

39. On the first day of the 2021-2022 academic year, did FULL-TIME SWORN officers in your agency have <u>arrest or patrol</u> jurisdiction for any of the following? *Please check all that apply for each row. If you have no jurisdiction, arrest and patrol should not be selected.*

[ ] Mark here if not applicable – No full-time SWORN officers ⟶ **Go to Question 40**

	Arrest Jurisdiction	Patrol Jurisdiction	No Jurisdiction

a. Campus property (any building or property owned or controlled by the campus within the same reasonably contiguous geographic area)	[ ]	[ ]	[ ]
b. Properties adjacent to campus (all public property that is within the campus or immediately adjacent to and accessible from the campus)	[ ]	[ ]	[ ]
c. Properties outside the area surrounding the campus	[ ]	[ ]	[ ]
d. Off-campus jurisdiction defined and carried out through a Memorandum of Understanding (MOU) or Mutual Aid Agreement	[ ]	[ ]	[ ]
e. State-wide jurisdiction	[ ]	[ ]	[ ]

40. On the first day of the 2021-2022 academic year, did FULL-TIME NONSWORN officers in your agency have <u>patrol</u> jurisdiction for any of the following? *Please check all that apply for each row. If you have no jurisdiction, arrest and patrol should not be selected.*

[ ] Mark here if not applicable – No full-time NONSWORN officers ➝ **Go to Question 41**

	Patrol Jurisdiction	No Jurisdiction
a. Campus property (any building or property owned or controlled by the campus within the same reasonably contiguous geographic area)	[ ]	[ ]
b. Properties adjacent to campus (all public property that is within the campus or immediately adjacent to and accessible from the campus)	[ ]	[ ]
c. Properties outside the area surrounding the campus	[ ]	[ ]
d. Off-campus jurisdiction defined and carried out through a Memorandum of Understanding (MOU) or Mutual Aid Agreement	[ ]	[ ]
e. State-wide jurisdiction	[ ]	[ ]

Probe: Do Questions 39 and 40 accurately reflect your jurisdiction or is something missing?

41. On the first day of the 2021-2022 academic year, did your agency have an active Memorandum of Understanding (MOU) or Mutual Aid Agreement with the following types of agencies? *Please select ONE response per row.*

	Yes	No
a. State law enforcement agency (non-campus)	[ ]	[ ]
b. Local police department	[ ]	[ ]
c. Sheriff's office/department	[ ]	[ ]
d. Campus law enforcement agency at another college/university	[ ]	[ ]
e. Other campus agency (non-law enforcement)	[ ]	[ ]
f. State or local courts	[ ]	[ ]
g. Other. Please specify: _____	[ ]	[ ]

42. On the first day of the 2021-2022 academic year, did your agency have a formal policy on the following? *Please select ONE response per row.*

	Yes	No
a. Bias/hate crimes	[ ]	[ ]
b. Gender based offenses	[ ]	[ ]
c. Jurisdictional sharing with local law enforcement agencies	[ ]	[ ]
d. Managing concurrent criminal and Title IX investigations	[ ]	[ ]
e. Off-campus jurisdictional authority	[ ]	[ ]
f. Officers involved in domestic violence	[ ]	[ ]
g. Outside review of use of force	[ ]	[ ]
h. Providing mental health support for officers experiencing post-traumatic stress disorder	[ ]	[ ]
i. Other. Please specify: _____	[ ]	[ ]

Did you have any challenges completing questions 31-42?

SECTION IV: CLOSING PROBES

INTERVIEWER: FOR GROUP B MEMBERS, END QUESTION-SPECIFIC PROBES HERE. PROCEED TO CLOSING PROBES IN SECTION IV.

INTERVIEWER: READ THROUGH ALL PROBES IN THIS SECTION AS TIME ALLOWS.

Thank you. We are almost done, but I just have a few remaining questions for you.

Probe: Overall, what did you think of the survey?

Probe: What did you think of the survey's length?

Probe: Aside from those issues we already discussed, are there any questions from the survey that you think people might find difficult to answer?

Probe: Do you have any other comments or concerns about the survey?

Thank you very much for your responses. We will combine your comments with feedback from other participants into an overall report. That report will help BJS evaluate the questionnaire and determine whether to make any changes.

2021 Survey of Campus Law Enforcement Agencies (SCLEA)

Sample Script for Verification Calls

Good [morning/afternoon/evening], my name is [INTERVIEWER NAME] from RTI International. I am calling on behalf of the Department of Justice's Bureau of Justice Statistics regarding the 2021 Survey of Campus Law Enforcement Agencies. I am calling [POC] to confirm that I have the correct contact information so that we can make sure that the survey is mailed to the appropriate address.

1.1 First, I would like to confirm that this phone number is the correct phone number for [POC].
 1 Yes [GO TO 1.2]
 2 No **[GO TO 1.1a]**
 3 NOT AVAILABLE NOW [SET FOR CALLBACK]

1.1a What is the correct phone number? _____

1.2 Can you confirm that [agency name] is the correct name of this agency?

 1 YES **[GO TO 1.3]**
 2 NO **[GO TO 1.2a]**

1.2a What is the correct name and spelling of the [agency]?

 _____

 1 NOT A CAMPUS LAW ENFORCEMENT AGENCY [GO TO GENERIC THANK YOU SCREEN AND TERMINATE CALL]

1.3 I have the mailing address as [street address, city, state, zip]. Is this information correct?

 1 YES **[GO TO 1.4]**
 2 NO **[GO TO 1.3a]**

1.3a What is the agency's full street address?

 Street Address_____
 City, State   _____
 Zip Code   _____

1.4 Our records indicate that [TITLE] [FIRST NAME] [LAST NAME] is the head of the agency. Is this information correct?

 1 YES **[GO TO 1.5]**
 2 NO **[GO TO 1.4a]**

1.4a   Who is the Agency Head?

Title _____

First Name _____

Last Name _____

Professional Designation _____

1.5   Would the [Agency Head] be the best point of contact for sending a survey about agency operations, including administrative, budget, and resource information?

1   YES **[GO TO 1.6]**
2   NO **[GO TO 1.5a]**

1.5a   Please provide us with the name of the best point of contact for sending a survey.

Title _____

First Name _____

Last Name _____

Professional Designation _____

1.6   What is the best phone number to contact the [Agency Head or Best Point of Contact]?
PHONE NUMBER _____

1.7   What is the best email address to contact the [Agency Head or Best Point of Contact]?
EMAIL ADDRESS _____@_____

GENERIC THANK YOU.   Thank you so much for your time.

END.   Thank you. Those are all of the questions that I have. If your office is eligible, RTI International, the data collection agent for the Bureau of Justice Statistics, will send you the survey using the contact information provided soon. We thank you for your cooperation. If you have any questions in the meantime, please call us toll free at 1-XXX-XXXX. Thank you for your time.

RTI INTERNATIONAL | **Office of Research Protection**

3040 Cornwallis Road ▪ PO Box 12194 ▪ Research Triangle Park, NC 27709-2194 ▪ USA
Telephone 919-316-3358 ▪ Toll Free 1-866-214-2043 ▪ Fax 919-316-3897 ▪ www.rti.org

NOT HUMAN RESEARCH DETERMINATION

January 31, 2020

Travis Taniguchi

919-248-8501, x28501

taniguchi@rti.org

Dear Travis Taniguchi:

On 1/31/2020, the IRB reviewed the following protocol:

Type of Review:	Initial Study
Title:	Survey of Campus Law Enforcement Agencies
Investigator:	Travis Taniguchi
IRB ID:	STUDY00020993
Funding Source:	Dept of Justice BJS
Customer/Client Name:	Dept of Justice BJS
Project/Proposal Number:	0217161.000
IND, IDE, or HDE:	None

The IRB determined that the proposed activity is not research involving human subjects as defined by 28 CFR 46.

Although RTI IRB oversight of this activity is not required, this determination applies only to the activities described in the IRB submission and may not apply should any changes be made. If the nature or scope of the activity changes and there are questions about whether the revised activities constitute human subjects research, you should contact the IRB to discuss whether a new submission and determination is necessary.

Sincerely,
The RTI Office of Research Protection