A. Purpose

The purpose of the analysis of crime trends on the university campus is to provide current and useful information of criminal activity to all operational components within the department. Operational and administrative personnel use this information to allocate personnel and to develop strategies for the reduction of crime.

B. Policy

It is the policy of the Department of Public Safety to analyze incidents of crime. The analysis should provide information on the methods of operation of individual criminals, crime patterns, and data from field interviews and arrests. Information should be used in both short and long term department planning efforts and should estimate future crime trends and identify enforcement priorities.

C. Procedure

1. Responsibility and Authority

Crime Analysis is a function of the Office of Professional Standards of the Department of Public Safety.

2. Analysis / Source Documents

a. Crime data should be gathered from all available sources, which may include, but not be limited to: (CALEA 15.3.1.a)
   1) incident reports;
2) supplemental reports;
3) arrest and booking reports;
4) Field Interview/Traffic Stop cards;
5) information reports;
6) confidential information sources; and/or
7) officer observations.

b. To aid in the analysis of crime trends and information, the data will be entered into the Department’s Visions Management and Evaluation System. This computerized system will then summarize the trends by:

1) geographic area;
2) type of crime; and
3) crime dates and times.

c. In addition, the Crime Analyst will be responsible for defining the crime by victim or target preference, suspect and suspect vehicle description, modus operandi, and any physical evidence.

d. The analysis will include all the following available information:

1) similarities of offenses that may show patterns in the characteristics of current crime problems;
2) frequency by type crime;
3) geographic factors;
4) temporal factors;
5) victim and target descriptors;
6) suspect and vehicle descriptors;
7) modus operandi;
8) any physical evidence information;
9) problem oriented or community policing strategies; and
10) comparison of incident characteristics with similar data on file and identification of patterns and trends will be included.

e. Included in the crime analysis report will be any actual or potential police hazards that officers may encounter on the street.

3. Information Distribution

a. The Crime Analyst will disseminate a report to administrative and operational components at least monthly. The Crime Analyst will also prepare a report for the Director. He/She will brief the Director on current crime patterns and trends. This briefing should be done at least monthly, and more often if necessary. (CALEA 15.3.1.b and .c)

b. Crime Analysis information will be distributed in accordance with Distribution List “E” (Policy and Procedure #39).

c. The crime analysis information is for law enforcement purposes only and should not be released to the media or public unless previously authorized by the Director, or his designee.

d. The Patrol Commander will request feedback from the effected units on the value of information provided by the Criminal Analysis and any suggestions for improvement. This feedback will be used to evaluate the effectiveness of the crime analysis program.