

University of West Georgia Police - Crime Log Instructions

Crime log case numbers do not run sequentially. The University of West Georgia Police Department assigns a case number for all reportable activities, both criminal and non-criminal. Only case numbers generated for criminal activity are listed in the crime log.

Crimes are in chronological order. The most recent crimes are at the top of the list.

The crime log incidents will not match the crime statistics, as the crime log is compiled using the Official Code of Georgia Annotated and the crime statistics are required by law to be compiled using the Federal Uniformed Crime Reporting crime definitions.

Hard copies of the Crime Logs are also available at Row Hall during normal business hours.

Note: Incidents with a case number that start with “SC” involve information received by UWGPD from the Office of Student Conduct. In these incidents, the incident was reported directly to that office and not to UWGPD, therefore, it is not always possible to provide information regarding the five areas typically covered in the Crime Log, i.e. (Nature/Classification, Date Reported, Date Occurred, Time, General Location, and Disposition. Because an official report was not filed, the disposition will be “Closed-Referred to Student Conduct” and will list the number of people associated with the report. These incidents are reported to the UWGPD for statistical purposes and are posted to the Crime Log as the information is received by the UWGPD.

Note: Incidents with a case number that start with “CSA #-year” involve information received from other University Administrators, who are defined by federal law as “campus security authorities”. These administrators share non-identifying information, with the UWGPD that is provided by the victim. In these incidents, the crime was reported directly to that CSA and not to UWGPD, therefore, it is not always possible to provide information regarding the five areas typically covered in the Crime Log, i.e. (Nature/Classification, Date Reported, Date Occurred, Time, General Location, and Disposition. Because an official report was not filed, the disposition will be “Cleared-No Further Action”. These incidents are reported to the UWGPD for statistical purposes and are posted to the Crime Log as the information is received by the UWGPD.

Note: Incidents with a case number that start with “CPD” involve crimes reported directly to Carrollton Police Department, but not to UWGPD. Because an official report was not filed with UWGPD, the disposition will be “Cleared-No Further Action”. These incidents are reported to the UWGPD for statistical purposes and are posted to the Crime Log as the information is received by the UWGPD.

According to Federal Law, an institution may withhold any of the required fields of entry, i.e. the nature, date, time, location and/or disposition if any of the following conditions apply:

1. The disclosure is prohibited by law
2. If disclosure would jeopardize the confidentiality of the victim.
3. If disclosure would jeopardize an ongoing criminal investigation or the safety of an individual
4. If disclosure would cause a suspect to flee or evade detection
5. If disclosure would result in the destruction of evidence

Crime Log Disposition Definitions (effective January 1, 2004)

The following is an explanation of the terminology used to complete the Disposition section of the UWGPD Crime Log:

Open Case: The case is currently being investigated by UWGPD.

Unfounded: The case is determined through investigation to be false or baseless. No offense occurred nor was attempted.

Closed. Referred to Department: The case is referred to the appropriate supervisory employee or to UWG Human Resources Services Department. Those departments review the case and determine if disciplinary action will be initiated.

Closed. Referred to CPD: The case is being investigated by the Carrollton Police.

Closed. Referred to Outside Agency: The case is being investigated by a law enforcement agency other than UWGPD or CPD. The specific agency will be identified in the disposition.

Closed. Referred to SJS or HRL: The case has been forwarded to Housing and Residence Life or the Dean of Students Office. Those offices are responsible for reviewing the case and for determining whether or not the student(s) involved will be charged with a violation(s) of the Student Code of Conduct.

Closed. Victim Declined to Prosecute: The victim decided not to press charges or follow through with criminal process.

Closed. Referred to Prosecutor: The case is referred to the prosecutor's office. That agency will review the case and determine if charges will be filed.

Closed. Public Space: Closed. Case occurred on public property within the campus boundaries. UWGPD did not investigate the case.

Closed. Off campus incident: Closed. Case occurred off campus and is not within the University's jurisdiction. UWGPD did not investigate the case.

Closed. Subject served Criminal Trespass Warning: The subject(s) has been issued a Criminal Trespass Warning which prohibits the subject from entering or accessing any University property. A violation of a CTW may result in that person's arrest for trespassing.

Closed. Subject arrested: The subject(s) has been arrested by either UWGPD or CPD.

Closed. No suspects or witnesses: Case has no solvability.

Closed. No identifiable suspect: A description and/or video surveillance of the subject is available but positive identification of the subject has not been made.

Closed. Reclassified: The original incident report classification has been changed to accurately reflect the appropriate classification, based on the results of the investigation.

Closed. No further action: No further investigative action is required.