**Daily Crime Log**

* You may not ever delete something from the log. You can update, and do it within 60 days of the report, but cannot delete.
* Crime log must be kept for 7 years

**Missing Student Requirements**

* Students that have left campus and go missing during break periods (spring break, winter, summer etc) do not require activation of process/protocol
* Spring break trips sponsored by University and a student goes missing does require University to respond
* Students living on campus during break (ie.: summer research programs) are our responsibility if they go missing
* Do students living in “host family housing” assigned by the University -- do we need to use this policy?
  + It depends on the agreement with the family. What does the family provide to the student?
  + **Get copies of agreements with host families from Darrel to confirm what families do for our students.**
* Require students to register a contact
* Missing person contact list needs to be secured and have minimal access. List should be separate from emergency contact to ensure it is a smaller list viewing the information.
* If a student replies and confirms that they are fine/not missing then request opportunity to “lay eyes” on student an do a welfare report.

**Drug-Free Schools and Communities**

* 4 requirements of DFSCA