



# Jeanne Clery Act

Crime Reporting Requirements for  
All Goucher Employees

Campus Safety 410-337-6111 • Emergency 911

## HOW DO I REPORT A CRIME?

**You can report a crime in three ways:**

- Use the forms on the Goucher website, [www.goucher.edu/clery](http://www.goucher.edu/clery);
- Send an email to [officeofcampussafety@goucher.edu](mailto:officeofcampussafety@goucher.edu); or
- Call the Office of Campus Safety at 410-337-6111.

## WHAT ABOUT CONFIDENTIALITY?

The crime statistics included in the [Annual Security Report](#) do not include any information that would identify the victim or the person accused of committing the crime. Your report to the Office of Campus Safety may, but is not required to, include personally identifying information.

If you are the victim of a crime and wish to talk confidentially to someone about your situation, you may contact the following individuals:

- Lauren Greenberg, counselor . . . 410-337-3023
- Tim Moslener, counselor . . . . . 410-337-6379
- Lucy Rawson, counselor . . . . . 410-337-6052
- Josh Snyder, Hillel rabbi . . . . . 410-337-6545
- Maeba Jonas, chaplain . . . . . 410-337-6048

## WHAT IS A CSA?

CSA stands for “Campus Security Authority.”

**At Goucher, all employees are CSAs.**

## WHAT ARE YOUR RESPONSIBILITIES AS A CSA?

If you witness, learn of, or hear about a Clery Act crime, you must, as soon as possible (not the next morning or next week), contact the Office of Campus Safety and tell them what happened and where it happened; you may identify the victim or keep the victim’s identity confidential.

*Note that pastoral counselors and professional counselors are not required to report crimes unless they have a legal obligation to report a particular crime.*

## HOW DO I KNOW WHAT TO REPORT?

You must report all reports of crimes that you receive or crimes that you witness. Just report the facts that you have; you are not a detective, so don’t try to investigate. Don’t search for a perpetrator.

Definitions of the crimes are available on the Goucher website. Your responsibility is to provide as accurate and complete a description as possible of what happened, including the location (e.g., burglary in Sondheim residence hall at 8 a.m.).

## OVERVIEW OF THE CLERY ACT

The **Jeanne Clery Disclosure of Campus Security Policy and Campus Crime Statistics Act** requires all colleges and universities that participate in federal financial aid programs to keep and disclose information about crime on and near their respective campuses. Compliance is monitored by the United States Department of Education, which can impose civil penalties, including fines against institutions for each infraction, and can suspend institutions from participating in federal student financial aid programs.

## PUBLICATION OF ANNUAL SECURITY REPORT

In accordance with the Clery Act, Goucher College publishes an [annual security report](#) disclosing campus security policies and three years of selected crime statistics, as well as information about crimes that might pose a threat to the community; basic rights that must be accorded to victims of sexual assault, relationship violence, and stalking; and the college policy regarding alcoholic beverages and substance abuse.

A printed copy of the report is available, upon request, in the Office of Campus Safety.

Goucher's Annual Security Report also includes an **Annual Fire Safety Report on Student Housing**. This report includes required information about student housing fire safety systems, fire drills, fire safety policies, and education and training programs.

### **The Annual Security Report must include statistics on the following crimes:**

- Criminal homicide
  - Murder and non-negligent manslaughter
  - Negligent manslaughter
- Sex offenses: rape, fondling, incest, and statutory rape
- Aggravated assault
- Burglary
- Robbery
- Motor vehicle theft
- Arson
- Domestic violence
- Dating violence
- Stalking
- Hate crimes (based on race, gender, religion, disability, sexual orientation, ethnicity/national origin, or gender identity)

The Office of Campus Safety will ensure that crimes are properly classified.

## WHAT IS A TIMELY WARNING?

If a Clery Act crime occurs on Goucher's campus, and (1) is reported to Goucher's campus security authorities or to a local law enforcement agency and (2) is considered by Goucher's Office of Campus Safety to represent a serious or continuing threat to students or employees, the college will issue a "timely warning" to the community. Timely warnings enable members of the community to protect themselves from an ongoing crime or other threat.

Warnings will be issued in a variety of ways, depending on the circumstances, including by email, by phone, in-person or through the college's emergency notification system. You can sign up to receive emergency alerts at [www.goucher.edu/getalerts](http://www.goucher.edu/getalerts).

### **Confidentiality of victims:**

When issuing a timely warning with respect to a crime or hate crime, Goucher will withhold as confidential the name of and other personally identifying information or personal information about the victim, to the extent possible while balancing the need to ensure the safety of the campus community.