

October 1, 2017

Dear Goddard Community,

We are fortunate that our campus locations and proximate communities are located in relatively safe environments. Nevertheless, it is important to consider the ways in which we support one another to maintain a safe, inclusive and just community. Our Community Life Agreements and general operating policies provide guidance with regard to appropriate use of campus resources, expectations regarding community behavior and general restrictions of individual preferences in service to the creation of a safe and healthy learning environment for all.

As you prepare for your residency each season, please take time to review campus safety instructions (found in this report and in Goddard's employee and student handbooks), community life expectations, and site specific requirements with the understanding that your personal preparation can impact the experience of all.

This report provides the following information:

- Description of general campus safety guidance.
- Explanation of federal reporting laws and requirements concerning violent crimes and campus fires / fire safety.
- Individual's to contact for more information about campus safety procedures in specific locations.

The primary purpose of this particular report is to provide the public with specific compliance information it is also intended to be educational. Goddard College is fortunate in that our site locations have very low incidents of violent crime in general, but it is important to know that every community requires its members to be aware of their surroundings and to communicate concerns or unusual or suspicious activities at once to the appropriate authorities. At any time, should you witness a dangerous or violent act in the making to not hesitate to contact 9-1-1 immediately.

Thank you for your attention to this and other important campus/ community safety information.

Be well,

Susan Wilson  
Dean of Community Life  
Goddard College

# Goddard College Campus Safety Report:

Plainfield, Vermont

Port Townsend, WA

Seattle, WA

October 1, 2017

Report includes federally mandated information regarding:

- Letter to the Community
- Fire and Crime Statistics
- Evidence of compliance with federal laws including Clear Act, Higher Education Act, VAWA reauthorization.
- Higher Education best practices regarding Drug and Alcohol policies and expectations for education and support.

## INTRODUCTION

Goddard College publishes this security and fire safety report pursuant to the Clery Act, the Higher Education Act, and the Higher Education Opportunity Act. In general, this report contains campus security policies, fire safety policies, and crime and fire statistics.

## PREPARATION OF ANNUAL SECURITY REPORT

The Clery Act The federal Jeanne Clery Disclosure of Campus Security Policy and Campus Crime Statistics Act (more commonly referred to as “the Clery Act”) requires all postsecondary educational institutions participating in federal Title IV student financial assistance programs to disclose certain crime statistics, safety related policies and procedures, fire safety information, and fire statistics in an annual security report.

In 2013, the Violence Against Women Reauthorization Act (2013) (“VAWA”) amended the Clery Act to require that schools collect crime statistics for three new crimes: domestic violence, dating violence, and stalking. VAWA also now requires educational institutions to revise prior crime statistic disclosures, to delete the categories of non-forcible and forcible sex offenses reflected in prior years’ statistical charts, and to replace those categories with four categories of sex offenses: rape, fondling, incest, and statutory rape. Institutions also must now disclose statistics concerning crimes determined to be “unfounded” and as a result not reported in prior years’ reports. Pursuant to this new requirement we are including in our publishes statistics “unfounded” Clery Act crimes for the three-year period immediately preceding publication of the security report. Additionally institutions are required to report two new categories of bias crimes: those based on gender identity, and those based on national origin. Preparation of the Annual Security Report includes gathering crime statistics from reports of crimes disclosed to and reported by those identified in the law as “campus security authorities” and local law enforcement agencies, and reconciling those statistics with Goddard’s own statistics in order to avoid duplicate reporting.

A daily crime log is available in the Flynn building on the Goddard Plainfield Vermont campus, and with the Site Operations Coordinator or Director in Seattle and Port Townsend respectively. The crime log contains information concerning reported crimes, classification of the crime, date reported, date occurred, general location, and disposition of the crime.

Each residency location has an emergency protocol which is communicated as part of New Student Orientation, the residency schedule and, where applicable, in all residential units and academic buildings. All of Goddard’s three locations are open to the surrounding neighborhoods and integrated into their respective surrounding communities.

9-1-1	Life threatening medical or safety emergency
802.322.1666, or Help Desk, Ext. 278	To report an incident or to get help
802.240.4868 or Student Life, Ext 555	To report an incident or get help for physical or emotional health concerns. <b>Residencies Only</b>

Campus Emergency numbers for Plainfield, Vermont Campus; other sites will provide #s at the residency.

## GUIDANCE FOR A SAFE RESIDENCY EXPERIENCE

To help protect yourself and others please consider taking the following precautions:

- Be vigilant while walking throughout campus and surrounding areas both during the day and at night.
- If you are out after dark, travel in groups, use only well-lit routes or designated pathways, and do not allow yourself to be distracted by phone calls or by using earbud headphones.
- If you suspect you are being followed, stay away from dimly lit areas and head for a building you know to be open and or populated.
- Look confident when you walk and, as you feel comfortable, make eye contact.
- Carry your keys in your hand so you can easily get into your car or residence.
- Trust your instincts. If you feel uncomfortable about someone on site, let residency staff know immediately.
- Access to Goddard dorms on all sites is restricted to the Goddard Community and their approved and registered (through the Help Desk) guests.
- All exterior entrance doors to dorms are locked 24 hours a day in Vermont (though a keypad/ code system); this practice of leaving residences locked is encouraged at Fort Worden as well where key access is used for all residences.
- Campus Safety personnel enter residences halls (1) in case of an emergency and (2) when requested by Student Life staff and/ or residents.
- Student Life staff are on call 24/7 during a residency. Information regarding how to reach them is posted in all buildings and communicated at the start of each residency.
- Propping open doors and sharing keys or building code access is discouraged as it may endanger the safety of others. Help Desk, Student Life and Campus Security staff work with the Goddard residency communities to achieve a community respectful of individual and group rights and responsibilities (See Goddard Community Life Agreements in the Student Handbooks).
- Facilities are maintained in a manner designed to minimize the potential for hazardous conditions. Community members' respect for smoking and open flame policies are critical for maintaining the safe use and enjoyment of our respective locations. Facilities personnel regularly patrol grounds at each location and report malfunctioning lights and other unsafe physical conditions for site specific facilities personnel to address. All members of the College community are encouraged to report physical plant problems to the Help Desk in each site.

## EMERGENCY RESPONSE AND EVACUATION PROCEDURES

The College has a comprehensive emergency plan that includes guidance about the incident response and emergency communication; hazard analysis, incident priorities and performance expectations; shelter-in-place and evacuation guidelines; and continuity planning. Campus safety personnel respond to all incidents with the aid of local police and fire as needed. These procedures are available on Gnet and in writing in every faculty office, as well as residency note books or bulletin boards in each residence. <sup>1</sup>

**Timely Warnings:** In the event that a Clery Act crime, see below, or other serious incident has occurred that poses a continuing and ongoing threat to the residency community, the Operations Manager or other site management personnel will issue a Community Advisory via email and text blast. Depending on the particular facts of the situation, Community Advisory may include a brief description of the incident, description of the suspect(s), and precautions the community should take in response to the incident. Community Advisories will not contain the names of any victims involved in the continuing threat situation. Advisories will not be issued in a manner which risks compromising law enforcement efforts.

**Shelter-in-Place:** There may be emergencies that arise that do not afford individuals the opportunity to evacuate. During these types of emergency situations, sheltering-in-place may be necessary. Sheltering-in-place means to stay inside a known, safe area to avoid adverse conditions in an exterior environment. Examples of emergencies where the shelter-in-place option may be necessary and/or preferred include severe weather, off campus hazmat incidents or an active shooter situation.

**BASIC SHELTER-IN-PLACE GUIDANCE:** If an incident occurs that does not present a safe opportunity to evacuate, find an immediate place of safety and stay there until it is safe to come out. If an incident occurs where a shelter-in-place option is not possible, leave the area immediately following the evacuation procedures for your building (posted on or near all entrances and exits). Follow the directions of police and/or fire personnel if they are on scene of the incident. More information can be found in Goddard's **Emergency Procedures Manual**.

### Missing Person Policy

The standard requirement for a residential campus with regard to missing person(s) reports is 24 hours. At Goddard, given the intensity and short length of our residencies, **the policy for reporting missing persons is 12 hours at Goddard College**. This policy can also be found in the Student Handbooks.

### Clery Act Explanation

Crime statistics are compiled in cooperation with all site specific and public safety authorities on a calendar year basis. This report includes statistics from the previous three years for crimes occurring on College campuses or at certain off-campus locations and for drug, alcohol, and weapons arrests and disciplinary action referrals. We also provide further statistical information for certain off-campus

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<sup>1</sup> Residency Notebooks are available in residences only at sites where overnight accommodation are provided.

locations or property within or immediately adjacent to and accessible from College site locations during the period in which students and faculty are on location. For statistical purposes, crime statistics reported to any of these sources are recorded in the calendar year in which the crime was reported.

#### CLERY ACT GEOGRAPHY DEFINITIONS

The following definitions apply to the geographical locations of incidents disclosed in the crime statistics tables contained in this report:

**On-Campus:** any building or property owned or controlled by the College within the same reasonably contiguous geographic area and used by the institution in direct support of, or in a manner related to, the College's educational purposes, including residence halls; and any building or property that is within or reasonably contiguous to the property described above in this definition, that is owned by the College but controlled by another person, is frequently used by students, and supports institutional purposes (such as a food or other retail vendor).

**On-Campus Residences:** a College that has on-campus student housing facilities must separately disclose two sets of on-campus statistics: the total number of crimes that occurred on campus, including crimes that occurred in student housing facilities, and the number of crimes that occurred in on-campus student housing facilities as a subset of the total.

**Public Property:** all public property, including thoroughfares, streets, sidewalks, and parking facilities, that is within the campus, or immediately adjacent to and accessible from the campus.

**Non-Campus:** Any building or property owned or controlled by a student organization that is officially recognized by the College; or any building or property owned or controlled by the College that is used in direct support of, or in relation to, the College's educational purposes, is frequently used by students, and is not within the same reasonably contiguous geographic area of the College.<sup>2</sup> It is reported in the overall on-campus statistics table and once in the on-campus residence hall statistics table.

#### CLERY ACT/VAWA CRIME DEFINITIONS

The following definitions apply to the incidents of crime disclosed in the crime statistics tables contained in this report:

**Clery Act Felony Definitions Murder and Non-Negligent Manslaughter:** The willful (non-negligent) killing of one human being by another. **Negligent Manslaughter:** The killing of another person through gross negligence.

**Aggravated Assault:** An unlawful attack by one person upon another for the purpose of inflicting severe or aggravated bodily injury. This type of assault usually is accompanied by the use of a weapon or by means likely to produce death or great bodily harm. Simple assaults are excluded.

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<sup>2</sup> In other words, if a Clery Act crime is reported to have occurred in an on-campus residence hall, the incident is counted twice.

Arson: Any willful or malicious burning or attempt to burn, with or without intent to defraud, a dwelling house, public building, motor vehicle or aircraft, or personal property of another.

Burglary: The unlawful entry of a structure to commit a felony or a theft. Attempted forcible entry is included. Robbery: The taking or attempting to take anything of value from the care, custody, or control of a person or persons by force or threat of force or violence and/or by putting the victim in fear. Motor Vehicle Theft: The theft or attempted theft of a motor vehicle.

Sexual Assault: Any sexual act directed against another person without the consent of the victim, including instances where the victim is incapable of giving consent.

Clery Act Sex Offenses Definitions The following sex offenses fall with the definition of “sexual assault” under the Clery Act.

Rape: The penetration, no matter how slight, of the vagina or anus with any body part or object, or oral penetration by a sex organ of another person, without the consent of the victim.

Fondling: The touching of the private body parts of another person for the purpose of sexual gratification, without the consent of the victim, including instances where the victim is incapable of giving consent because of his/her age or because of his/her temporary or permanent mental incapacity.

Incest: Non forcible sexual intercourse between persons who are related to each other within the degrees wherein marriage is prohibited by law.

Statutory Rape: Non forcible sexual intercourse with a person who is under the statutory age of consent.

### **Arrest and Referrals for Discipline for Violations of Liquor, Drug, and Weapons Laws**

**Liquor Law Violations:** The violation of state and local municipal laws and ordinances prohibiting the manufacture, sale, transporting, furnishing, possessing of intoxicating liquor; maintaining unlawful drinking places; bootlegging; operating a still; furnishing liquor to a minor or intemperate person; using a vehicle for illegal transportation of liquor; drinking on a train or public conveyance; and all attempts to commit any of the aforementioned. (Drunkenness and driving under the influence are not included in this definition)

**Weapons Law Violations:** The violation of federal, state and local laws or ordinances dealing with weapon offenses, regulatory in nature, such as: manufacture, sale, or possession of deadly weapons; carrying deadly weapons, concealed or openly; furnishing deadly weapons to minors; aliens possessing deadly weapons; and all attempts to commit any of the aforementioned.

**Drug Law Violations:** Violations of federal, state, and local laws relating to the unlawful possession, sale, use, growing, manufacturing, and making of narcotic drugs. The relevant substances include opium or cocaine and their derivatives (morphine, heroin, codeine), marijuana, synthetic narcotics (demerol, methadone), and dangerous non-narcotic drugs (barbiturates, benzedrine). NOTE: Under the Clery Act, an arrest is defined as the processing of a person by arrest, citation, or summons. A referral for

disciplinary action is defined as the referral of any person to a College official who institutes a disciplinary action of which a record is kept and which may result in the imposition of a sanction.<sup>3</sup> Disciplinary action occurs where an official receiving the information initiates a disciplinary action, a record of the action is kept, and the action may, but not need have to, result in a sanction. Disciplinary actions may be initiated in both informal and formal manners and can include an interview or a simple, initial review of names submitted to an institutional official. An incident involving both an arrest and a referral for discipline is counted only as an arrest.

**Hate Crimes:** Under the Clery Act, a hate crime is a criminal offense committed against a person or property which is motivated, in whole or in part, by the offender's bias. For Clery purposes, hate crimes include any Clery Act felony (murder or non-negligent manslaughter, sexual assault, robbery, aggravated assault, burglary, motor vehicle theft, or arson) together with any of the following crimes to the extent they manifest evidence of bias.<sup>4</sup>

**Larceny-theft:** The unlawful taking, carrying, leading, or riding away of property from the possession or constructive possession of another.

**Simple assault:** An unlawful physical attack by one person on another where neither the offender displays a weapon nor the victim suffers obvious severe or aggravated bodily injury involving apparent broken bones, loss of teeth, possible internal injury, severe laceration, or loss of consciousness.

**Intimidation:** To unlawfully place another person in reasonable fear of bodily harm through the use of threatening words and/or conduct, but without displaying a weapon or subjecting the victim to actual attack.

**Destruction, damage or vandalism of property:** To willfully or maliciously destroy, damage, deface, or otherwise injure real or personal property without the consent of the owner or the person having custody or control of the property

**Violence Against Women Reauthorization Act (VAWA) Crimes:** The Violence Against Women Reauthorization Act of 2013 requires that institutions report incidents of sexual assault, domestic and dating violence (also known as 'intimate partner violence') and stalking in their annual security report. The following federal law definitions apply to this reporting requirement. In addition, VAWA requires that institutions publish state law jurisdictions of the same crimes.

#### Federal Definitions

**Domestic Violence:** A felony or misdemeanor crime of violence committed by a current or former spouse or intimate partner of the victim; by a person with whom the victim shares a child in common; by a person who is cohabitating with or has cohabitated with the victim as a spouse or intimate partner; by a person similarly situated to a spouse of the victim under the

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<sup>3</sup> Goddard's Drug and Alcohol Policy can be found in our Employee and Student Handbooks.

<sup>4</sup> "Bias" is a pre-formed negative opinion or attitude toward a group of persons based on their race, gender, religion, disability, sexual orientation, ethnicity, national origin, or gender identity.



domestic or family violence laws of the jurisdiction in which the crime of violence occurred; or by any other person against an adult or youth victim who is protected from that person's acts under the domestic or family violence laws of the jurisdiction in which the crime of violence occurred.

Dating Violence: Violence committed by a person who is or has been in a social relationship of a romantic or intimate nature with the victim.

Stalking: A course of conduct directed at a specific person that would cause a reasonable person to fear for the person's safety or the safety of others or suffer substantial emotional distress.

### **Sexual Harassment and Misconduct Policy**

Goddard's revised Sexual Harassment and Misconduct Policy was rolled out in advance of the 2017 spring residency season. The entire Goddard community (students, faculty and staff on all sites) will receive both on-line training, as well as residency based and email education regarding this policy and its implementation. In addition, please see Goddard's current sexual harassment and assault policies for students and employees found in our employee and student handbooks. For more information you may contact our Title IX Coordinator (and Registrar) Josh Castle, [josh.castle@goddard.edu](mailto:josh.castle@goddard.edu)

Clery Act statistics may be found on our Goddard website [www.goddard.edu](http://www.goddard.edu)

For more information about this report, and Goddard's commitment to the health and safety of our community, please contact:

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