

## Formal Procedure

At any time, either party may end the informal process and begin a formal complaint procedure; or the process may begin with a formal complaint. The formal procedure can also be initiated if the informal procedure has been exhausted without resolution satisfactory to the person making the complaint. With limited exceptions, formal complaints must be brought within four years of the date when the misconduct is alleged to have occurred.

Formal complaints may be made to the Office of Legal Counsel or to any member of a three-person panel that includes: the provost, when the accused is a faculty member; the dean of students, when the accused is a student; and the director of human resources, when the accused is a staff member. A confidential online form for reporting sexual misconduct issues is available at [www.goucher.edu/sexualmisconductform](http://www.goucher.edu/sexualmisconductform).

Panel members receive a report and recommendation from the investigators assigned to investigate the complaint. Upon review of that report, the panel issues a written decision that includes sanctions, if appropriate. Appeals may be made, on limited grounds, to the college president.

## Emergency Numbers

Office of Public Safety  
410-337-6111 or 6112

Student Health and Counseling Services  
410-337-6050

TurnAround  
(a rape crisis center in Towson)  
410-828-6390

## REPORTING SEXUAL ASSAULT

If you believe that you are or have been the victim of sexual assault, including rape or date rape, and you need immediate assistance, contact the Office of Public Safety (410-337-6111 or 6112). The office will ensure that you receive prompt and appropriate medical attention. *Please remember that it is important to receive prompt medical attention for the collection of evidence and the prevention of possible disease and/or pregnancy.*

Victims of sexual assault also may contact a campus consultant to assist them in the reporting and complaint process. Consultants include

Raymond Green, counselor (410-337-6054)  
Sharon Spector, counselor (410-337-6052)  
Monica Neel, psychologist (410-337-6562)  
Cynthia Terry, chaplain (410-337-6048)  
Josh Snyder, rabbi (410-337-6545)

Non-Goucher sources of support also are available, including a nearby rape crisis center, TurnAround, in Towson (410-828-6390).

### Confidentiality

Goucher College recognizes that confidentiality is important in matters of sexual misconduct and strives to handle sexual misconduct complaints according to established procedures, which require that complaints be kept as confidential as is reasonably possible. Parties involved should not discuss their cases with anyone who does not have a legitimate need to know.

# Sexual Misconduct Policy Information Guide

GOUCHER  
— college —

This guide is only a summary. The entire Goucher College Sexual Misconduct Policy is available online at [www.goucher.edu/misconduct/](http://www.goucher.edu/misconduct/).

*Goucher College commits itself to providing a community of mutual trust and respect for students, faculty, and staff. Therefore, sexual misconduct will not be tolerated. Such behavior seriously undermines the achievement of Goucher's mission and its effectiveness as an educational institution and a workplace. Each member of the Goucher College community shares a common responsibility to maintain an environment free from sexual misconduct.*

---

## DEFINITIONS

---

Sexual misconduct prohibited at Goucher College includes the following:

### **Sexual Assault**

Sexual assault means nonconsensual physical contact of a sexual nature. It includes rape and any other acts using force, threat, intimidation, or coercion; or using advantage gained by the victim's inability (whether temporary or permanent) to make rational, reasonable decisions about sex, of which the accused was aware or should have been aware.

### **Sexual Harassment**

Sexual harassment means unwelcome sexual advances, requests for sexual favors, and other verbal or physical conduct of a sexual nature when submission to such conduct is made a term or condition of an individual's employment or participation in an educational program; is used as the basis for employment or academic decisions affecting an individual; or unreasonably interferes with an individual's work or academic performance or creates an intimidating, hostile, or offensive environment on campus.

### **Sexual Exploitation**

Sexual exploitation occurs when a person takes non-consensual, unjust, or abusive sexual advantage of another person for his or her own benefit, or for the benefit of anyone other than the person being exploited.

### **Consensual Relationships Between Students, Faculty, and Staff**

Goucher College prohibits consensual sexual or intimate relationships between faculty and students, and between staff and students. Such relationships are also prohibited between college employees when one of the individuals involved has direct professional influence or direct authority over the other.

Direct professional influence or direct authority exists when an individual supervises or evaluates the performance of a faculty or staff member, or recommends or awards salary, reappointment, promotion, or tenure of the faculty or staff member.

When direct professional influence or direct authority exists or develops between individuals who are involved in a consensual sexual or intimate relationship, the person with power or authority must report the existence of the relationship to the provost or the director of human resources, who must take immediate steps to eliminate the influence or authority. Failure to self-report might result in sanctions.

### **Consent**

Consent is expressed in explicit words, and means willingly and knowingly agreeing to engage in mutually understood sexual conduct. Consent must be mutual and ongoing, offered freely and knowingly, and cannot be given by a person who is incapacitated by drugs, alcohol, or other physical or mental impairment, or by being threatened, intimidated, or coerced.

---

## COMPLAINT PROCEDURES

---

Any person who feels that he or she has been subjected to sexual misconduct may use informal or formal complaint procedures. In situations in which a person does not wish to come forward or pursue a complaint, the college will do all it can to respect the person's wishes, but may proceed to address the allegations, especially when the circumstances present a threat of harm or injury to the person or to other members of the community.

### **Informal Procedure**

In many cases of sexual misconduct, informal actions that will effectively stop the behavior can be taken. As a first step, a person may confront the offender and make clear that the behavior is offensive and that the person does not want any further incidents to occur. If this does not stop the misconduct, or if the person does not want to confront the offender or needs help in doing so, the behavior should be reported to any of the following administrators:

- the provost or associate dean for faculty affairs, when the accused is a faculty member;
- the dean of students or assistant dean for community living, when the accused is a student;
- the director of human resources, when the accused is a staff member; or
- the director of public safety.

The administrator can provide the person with support and advice, intervene directly with the accused, attempt to mediate a solution, and/or impose remedial action.