

Title: Campus Safety and Security Policies --Reporting Crimes and Other Emergencies

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Purpose

This policy is promulgated to encourage the timely and accurate reporting of all criminal activity on the Boston College Campus to the Boston College Police Department.

Policy

REPORTING CRIMES TO THE BOSTON COLLEGE POLICE DEPARTMENT. The Boston College Police Department is the official **reporting authority** at Boston College.

All members of the Boston College community, including all students, faculty and staff and their guests, are encouraged to report all crimes and other public safety concerns to the Boston College Police Department in a timely manner. Accurate and timely reporting will facilitate timely initiation of warnings and other appropriate emergency response procedures, and will also help ensure the accuracy of crime statistics compiled in compliance with the Jeanne Clery Disclosure and Campus Security Policy and Campus Crime Statistics Act (the "Clery Act").

The Boston College Police Department accepts voluntary, confidential reports of crimes in cases where the victim or witness of a crime does not wish to pursue either judicial or disciplinary action. All such reports are included in the annual disclosure of crime statistics. A confidential report can help determine if there is a pattern of crime with regard to a particular location, method, or assailant, and can help alert the campus community to potential danger.

CAMPUS SECURITY AUTHORITIES. Campus Security Authorities, as identified below, are **required** to immediately report to the Boston College Police any instance of the crimes listed below occurring on or near the Boston College Campus of which they become aware, whether by direct observation, disclosure by a victim, witness, or perpetrator, or report by some other person who has learned of the crime. Crimes that should be reported are:

- Murder and non-negligent manslaughter
- Negligent manslaughter
- Forcible sex offenses
- Non-forcible sex offenses
- Robbery
- Aggravated assault
- Burglary
- Motor vehicle theft
- Arson
- All hate crimes involving bodily injury, larceny-theft, intimidation, simple assault, or vandalism of property
- All liquor, drug or weapons law violations resulting in an arrest

All such reports should be made by Campus Security Authorities without investigation or other attempt to determine whether a crime, in fact, took place.

Those individuals identified by Boston College as Campus Security Authorities are as follows:

- All members of the Boston College Police Department.
- All academic Deans, Associate Deans, and Assistant Deans.
- All Advisors to student clubs and organizations.

- All Deans and Directors, Associate Deans and Directors, and Assistant Deans and Directors in the following units of the organizational area of Student Affairs: the Office of the Vice President for Student Affairs, the Office of the Dean for Student Development, and the Office of Residential Life.
- All Directors and Associate Directors, and all Head Coaches, in the Athletic Association.
- All Directors, Associate Directors, and Assistant Directors in the organizational area of Human Resources with significant responsibility for Employment and Employee Relations.
- All Directors, Associate Directors, and Assistant Directors in the organizational area of Facilities Services with significant responsibility for employment-related matters.

COUNSELORS. Pastoral Counselors and Professional Counselors, as defined below, when acting as such, are not considered to be a Campus Security Authorities and are not required to report crimes. The University encourages them, if and when they deem it appropriate, to inform persons being counseled of the procedures to report crimes on a voluntary basis for inclusion into the annual crime statistics. A PASTORAL COUNSELOR is an employee of the University who is associated with a religious order or denomination, recognized by that religious order or denomination as someone who provides confidential counseling and who is functioning within the scope of that recognition as a pastoral counselor. A PROFESSIONAL COUNSELOR is an employee of the University whose official responsibilities include providing psychological counseling and who is functioning within the scope of his or her license or certification.

ADDITIONAL INFORMATION. The Boston College Police Department is fully operational 24 hours a day, 7 days a week, 365 days a year. It is designed to remain operational during major emergencies, including those involving the loss of power and telecommunications.

Boston College Police emergency and nonemergency telephone numbers are listed in the print and electronic versions of the BOSTON COLLEGE COMMUNICATIONS DIRECTORY published by Information Technology and Human Resources. The telephone numbers are published in all literature disseminated by the Police, including official reports and educational brochures, and are displayed on bulletin boards in all residence halls. Boston College Police officers respond to and document all emergency calls and calls for service and, when necessary and/or required by law, the appropriate local police agencies are contacted for assistance. All telephone calls are recorded and available for immediate recall. These records are maintained for a minimum of 30 days.

Boston College Police Headquarters has a telephone system that is able to access external lines directly. This system, which is not routed through the campus switch, allows the Police to maintain telephone service when other campus systems are out of service or are experiencing busy circuits and other problems.

A Boston Area Police Emergency Radio Network, or BAPERN, radio system is in operation which allows the Boston College Police to communicate directly with all other police agencies within its normal level of operations, as well as with a majority of the police agencies in the state. At Boston College Police Headquarters and in police cruisers, local police calls are monitored over the BAPERN radio system. Additional police alerts are monitored over the Law Enforcement Agencies Processing Systems/National Crime Information Center, or LEAPS/NCIC, network, which also allows the Boston College Police to communicate with other police agencies locally and nationally regarding local problems. The on-campus Police operate on radio bands that enable direct communication with Facilities Services personnel, Residential Life staff, and an off-campus community liaison program, the Community Assistance Patrol, sponsored by the Office of Community Affairs. Direct radio communication with a local ambulance service is also available when the service is responding to calls from Boston College.

Emergency intercoms, identified by blue lights, are located at various sites on campus. Emergency intercoms are also located at the main entrance of each residence hall. The intercoms connect a caller directly to the Boston College Police without the need to dial or use coins, and they enable the Police to respond immediately to the scene of the call. The locations of emergency "blue light" intercoms are noted on a map that is provided by the Boston College Police to each freshman and to any other interested party upon request.

The Boston College Police Public Blotter, a listing of all reported crimes and other emergencies that occur on campus, is available at Police Headquarters for viewing by members of the University community and the public during normal business hours.

For additional information regarding the Boston College Police Department, please see policy [5-350-001](#), Boston College Police -- Function and Responsibilities.
