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Introduction

The Jeanne Clery Disclosure of Campus Security Policy and Crime Statistics Act (20 USC Section 1092(f)) (“The Clery Act,” “Clery,” or “Act”) is a federal law that requires universities to maintain information regarding instances of certain criminal activity occurring on or near its facilities, and to file an annual report with the federal government, and, on a calendar-year basis, publicize crimes statistics. In addition, the Higher Education Opportunity Act (“HEOA”) requires universities to make public their fire safety information and fire statistics, also on an annual, calendar-year basis.

The following document represents Willamette University’s annual Security and Fire Safety Report, pursuant to both the Clery Act and the HEOA. The report also includes information about university policies designed to promote the safety of our university community, as well as other information regarding personal safety, crime and fire prevention, and information on how to report suspicious activity.

Willamette University publishes its Security and Fire Safety Report every October 1, and as required by Clery, includes relevant crime statistics for the last three calendar years – 2015, 2016 and 2017 (as opposed to academic years). We make copies of the report available at our Office of Campus Safety, located at the Service Center in the University Services Building, on the south side, or on line at http://willamette.edu/offices/safety/, and by emailing a link to the report to all students and employees.

At Willamette University, the personal safety of every member of our community is our highest priority. Campus Safety and other university departments work together to deter crime and fire events by constantly evaluating safety and security measures already in place, and whenever possible, adopting new policies and procedures representing best practices in the areas of crime prevention, reporting and safety. We encourage you to partner with Campus Safety in our goal of continually improving the safety of the Willamette community by reading this report and familiarizing yourself with the information it contains, as well as reporting any suspicious activity to the Office of Campus Safety at 503-370-6911 or 6911 from a campus phone, or safety@willamette.edu, or local police or fire services by calling 911.

There have been significant advancements made in the promotion of campus safety across all of higher education in the form of changes to federal law (beyond the Clery Act and HEOA), and as a
consequence of the national discourse occurring regarding the impact of interpersonal violence on university campuses. For example, legislation reauthorizing the Violence Against Women Act requires universities to include the crimes of stalking and relationship violence in the crime statistics they keep. Similarly, amendments to and reinterpretations of Title IX of the 1972 Federal Education Amendments to the 1964 Civil Rights Act (“Title IX”) have resulted in the adoption of new policies, over the course of the past three years, at Willamette regarding the reporting, investigation and discipline of incidents of sexual discrimination, harassment and interpersonal violence involving students and employees. Recent amendments made by the Department of Education regarding Title IX compliance do not materially impact the policies and practices Willamette has adopted over the past years.

It is important to note that although the Clery Act requires Willamette to include crime statistics for calendar years 2015, 2016 and 2017, the policies described or referred to in this report are current as of October 1, 2018. Regardless, the changes to federal regulation and the related national conversation regarding sexual discrimination, harassment and violence on America’s college campuses has fostered at Willamette the development and implementation of survivor oriented policies and practices that encourage bystander intervention, connect victims to important remedies and support services and support institutional efforts to hold wrongdoers accountable.

That said, there have been some revisions to the federal regulations impacting Clery reporting that have produced reporting confusion among institutions of higher education seeking to comply with federal requirements. More specifically, in April of 2011, the Department of Education issued interpretation guidance that indicated that universities, including Willamette, should include in their Security and Fire Safety Reports for 2012, reports of sexual assault made to university support service providers considered confidential in nature (e.g. university health care providers or chaplains). Willamette included these reports of sexual assault in an aggregated, non-identifying form.

In, 2014 and 2015, the Department of Education issued a regulatory interpretation indicating that universities should not include in their Clery data sexual assault disclosures made to confidential recipients, such as the staff at Bishop Wellness Center or the university’s chaplains, or Sexual Assault Response Allies (SARA). Therefore, Willamette did not include confidential sexual assault disclosures in its crime statistics data. We continue to include in our Clery data all anonymous reports of sexual assault received by the university that occur within our Clery Reporting Geography.

In 2016, the Department of Education issued another follow up regulatory requirement that universities again include sexual assaults disclosed to confidential campus staff. Willamette University is including those confidential disclosures in its 2016 and this 2017 report. The changes in regulatory requirements, however, make it somewhat challenging to compare statistics and draw conclusions from year to year.
If you have any questions, concerns or comments regarding this Security and Fire Safety Report, please feel free to contact Willamette University’s Clery Compliance Officer, Ross Stout, Director of Campus Safety at 503-370-6911, or 6911 from a campus phone, or at rstout@willamette.edu. Additional information regarding Willamette University’s compliance with Title IX may be found at: http://www.willamette.edu/notalone/index.html.

Section II: Role and Authority of Campus Safety and Reporting Crimes

A. Role, Authority, and Training of Campus Safety Staff

The Office of Campus Safety provides safety, security and emergency response services for the university 24 hours a day, seven days a week, with 7 full-time, unarmed, uniformed officers, an associate director and director. Officers are on duty patrolling the campus and are able to respond quickly to those needing assistance. Typical patrols are carried out on foot, bicycle or in marked Office of Campus Safety patrol vehicles.

The Office of Campus Safety staff members are first-responders, responsible for providing support services tailored to meet the needs of the Willamette community. In this capacity, Campus Safety staff:

• Coordinate emergency preparedness and response efforts for the campus
• Provide leadership for Emergency Preparedness
• Provide Emergency Notifications and Timely Warnings as required and/or warranted
• Maintain readiness of Blackboard Connect emergency notification system; performs tests and initiate system
• Coordinate drills of emergency plans including residence hall fire drills, campus emergency drills, and participation emergency response training for building representatives and residential staff
• Provide educational and informational emergency preparedness and response materials
• Manage the campus parking permit and parking regulation program
• Provide vehicle battery jump starts
• Investigate and document reports of vehicle accidents and damage
• Provide crime prevention information and programs
• Provide safety escorts
• Gather, maintain and disseminate information on safety and security policies and incidents of crime on campus as required
• Furnish security support and crowd control for university events or special projects
• Assist with building lockouts
• Maintain a lost and found
• Respond to activated intrusion, security and fire alarms for the entire campus

The Director of Campus Safety is the University’s Clery Compliance Official, and as such, is responsible for compliance with the Clery Act and all associated requirements. Questions regarding Willamette University’s compliance with the Clery Act may be directed to the Director of Campus Safety.

The Director of Campus Safety also routinely communicates with Salem Police, and shares information about criminal activity in and around the campus. It is the practice of Salem Police to inform Willamette of any criminal activity involving Willamette University students or student organization is known to be involved. The Salem Police Department routinely shares information with Campus Safety about students whose activities may be disrupting neighbors or neighborhoods in the areas surrounding Willamette.

All Willamette University Campus Safety officers are certified by the State of Oregon’s Department of Safety Standards and Training as private security officers and have the same powers to arrest as those of any other private citizen. All officers have first aid and CPR certification. Ongoing training is mandatory for all full-time campus safety officers.

In 2013, Campus Safety officers and staff began receiving revised specialized training about sexual harassment and sexual assault to comply with the University’s ongoing efforts to fully comply with the requirements of Title IX. This training includes the use of the SILVER concept of response to the needs of victims of sexual assault. SILVER is an acronym which stands for: Safety – Inform – Listen – Validate – Empower – Refer.

Campus Safety staff is augmented by contract officers who assist with university events and other special assignments. Student staff provides office support, monitor parking and staffs the guest parking areas. The department also uses a broad array of electronic devices including security cameras, fire alarms, intrusion alarms, card access systems and blue-light emergency phones located throughout the campus.

Campus Safety writes incident reports for all reported crimes and categorizes them according to the appropriate criminal classification. Incident reports are reviewed by the director and associate director of Campus Safety to determine if additional action or resources are required and also to whom the reported information should be forwarded.
B. Where and How to Report Crimes

Willamette encourages victims of crime to report the crime as soon as possible to Campus Safety. Campus Safety can determine whether another law enforcement agency should be contacted, or advises the crime victim of their right to contact another law enforcement agency for additional assistance. Campus Safety Officers can be reached 24 hours a day by calling 503-370-6911, or 6911 from a campus phone, or by visiting us in the Service Center in the University Services Building. Salem Police can be contacted to report a crime at 503-588-6123 or, for an emergency by dialing 911. The Salem Police Department is located at 555 Liberty St. SE in Salem.

To facilitate contact with Campus Safety in the event of an emergency, Willamette University maintains at least 26 exterior emergency telephones. Of the 26 exterior phones, eleven are Blue Light Emergency Telephones that provide a direct line to Campus Safety by simply pushing the red button on the face of the unit. These telephones connect to Campus Safety and can be used to report a criminal incident, a fire, or any other type of emergency.

Willamette University has established special provisions for reporting hate crimes and other bias-related concerns. In addition to normal reporting methods, such concerns may be reported via the university’s online Bias Incident Report at: https://secure.willamette.edu/cgi-bin/datastore.cgi/biasreport. Any Clery-related criminal activity received via the bias incident reporting form is conveyed to the Office of Campus Safety.

If the nature of the reported criminal activity presents a danger to the campus community, the Director of Campus Safety, or designate, will send a timely warning message to the campus community through an e-mail, or through the emergency notification system or other means. See page 11 for additional information about Willamette University’s Timely Warning Policy.

Reporting of criminal activity to Campus Safety will be kept as confidential as is possible to protect the privacy of the reporting party and others involved. Strict confidentiality, however, cannot always be provided based on the nature of the crime and the specific circumstances of the situation. For victims of sexual misconduct who wish to report the incident confidentially, they may contact Bishop Wellness Center, the Chaplain’s office, Willamette University SARA (Sexual Assault Response Allies) or the University Advocacy and Prevention Coordinator. See pages 8-9 of this Report for more information regarding confidential resources.

Anonymous reports of sexual assault and sexual harassment can be made online at the following website. You do not have to provide your identity, if you choose to remain anonymous: https://publicdocs.maxient.com/reportingform.php?WillametteUniv&layout_id=5
C. Campus Security Authorities (CSAs)

To facilitate efficient response, Willamette University encourages community members to promptly report all crimes and other emergencies directly to the Office of Campus Safety. We recognize, however, that some people may prefer to report incidents to individuals or offices other than Campus Safety. Accordingly, the Clery Act recognizes certain university officials and offices as Campus Security Authorities (CSAs). The function of CSAs are to report to the Office of Campus Safety any allegations of Clery Act crimes that are made in good faith. CSAs are not responsible for determining whether crimes actually took place, investigating crimes, apprehending perpetrators, or persuading victims to contact law enforcement. It is important to note that CSAs are not designated by position, but by function.

Any employee, including a student employee, who has significant responsibility for student and campus activities is considered a CSA. Any CSA who learns of a Clery-defined crime must report the incident to Campus Safety.

At Willamette, CSAs include the staff employed at the following offices and these specific positions:

- Office of Campus Safety
- Office of Housing and Community Life (including Resident Assistants)
- Office of Rights and Responsibilities
- Office of Student Activities
- Office of Multicultural Affairs
- Office of Campus Recreation
- Office of Community Service Learning
- Department of Athletics including all full-time and part time coaches
- Faculty advisors to student organizations
- Director of Health and Counseling
- Human Resources management

Training will be provided for these CSAs through an online training course that is provided by NACCOP (National Association of Clery Compliance Officer Professionals). The NACCOP training module is e-mailed to individuals who are designated as CSAs and they complete the required training. The training module system tracks who has successfully completed the training. Those individuals who do not complete the training within the designated timeframe are sent e-mail reminders to do so. If the training is still not completed, the individuals supervisor is contacted for followup.
The following may have significant responsibility for student and campus activities, but are exempted from reporting because they are considered a confidential reporting resource:

- Chaplain/pastoral counselor: Defined as “a person who is recognized by a religious order or denomination, or as Chaplain, and is someone who provides confidential counseling, and is functioning within the authorized scope of that recognition, by their responsibilities, job description, and title.” At Willamette, this definition includes the university Chaplain and Assistant Chaplain.

- Professional counselor: Defined as “a person whose official responsibilities are to provide mental health counseling to members of the university community, affirmed and authorized through their job description, and functioning within the scope of their license or certification.” This definition applies even to professional counselors who are not employees of the university, but are under contract to provide counseling at Willamette.

- SARA (Sexual Assault Response Allies) volunteers. SARA is a group of students who are trained to provide information to people about sexual assault. They provide information about resources and offer referral assistance.

- Andrea Hugmeyer is the University Advocacy Support & Prevention Coordinator in the Office of Student Support & Standards. The many resources available can be sometimes overwhelming, or difficult to navigate. As such, advocates can assist with navigating the many options available, helping to provide access to resources. With the advocacy and prevention coordinator, individuals can seek information, options and specific support about their rights and resources, including assistance contacting law enforcement, medical care or state services/programs off campus.

D. Crime Log

The Office of Campus Safety maintains daily crime and fire logs of all crimes and fires reported to the Department. The log is available for public inspection during normal business hours of 8 a.m. to 5 p.m. Monday through Friday in the Campus Safety office, located in the Service Center in the University Services building. A version of this log is also published weekly in the Collegian student newspaper, which is printed during the academic year.

The logs identify the type, location, time, and disposition (if known) for each criminal incident and fire reported to the Campus Safety. Dispositions of reported incidents are marked in the daily log. The dispositions generally fall into one of the following categories: cleared, under investigation, inactive, unfounded, and informational.
The most current 60 days of crime and fire information is readily available in the Campus Safety Office. Upon request, copies of any Daily Crime and Fire Log older than 60 days will be made available, within two business days of receipt of a request. Requests must be directed to the Director of Campus Safety.

Electronic versions of Willamette University’s Daily Crime and Fire logs are maintained in a Filemaker database program. This database is stored on a virtual server by the university’s IT department. The data is stored redundantly on two systems and is also backed up daily in an off campus location. Each incident report is also printed and stored in a file in the Campus Safety Office.

Both the Director and Associate Director of Campus Safety are responsible for all aspects of maintaining Willamette University’s Daily Crime and Fire logs.

E. Working Relationships with Local, State, and Federal Law Enforcement Agencies

The Office of Campus Safety maintains a close working relationship with the Salem Police Department, and calls upon them for support when the need arises. Campus Safety staff members occasionally work with other law enforcement agencies, including the Marion County Sheriff’s Office. Campus Safety communicates regularly with Salem Police officers on the scene of incidents that occur in and around the campus area. Campus Safety works closely with the investigative staff at Salem Police as necessary.

Consistent with federal regulations and best practices, a Memorandum of Understanding (MOU) between Willamette and the Salem Police Department specifically related to Title IX response has been created. The MOU has been agreed to and signed by the City of Salem. The MOU articulates our respective collaborative responses to incidents of sexual misconduct, harassment and violence. Willamette continues to collaborate with area survivor support and advocacy groups, law enforcement, and county prosecutor offices to strengthen services for survivors of sexual misconduct and hold wrongdoers accountable.

The Director of Campus Safety is an associate member of the Marion County Adult Threat Advisory Team. This team meets on a weekly basis and discusses individuals and situations that could pose a threat to individuals or the Salem community. Members of this team are available 24/7 to provide assessment and input into potentially threatening situations.

Written requests are sent to the Salem Police Department, Portland Police Bureau, Polk County Sheriff’s Office and the Jefatura Superior de Andalucía Oriental in Granada, Spain requesting crime statistics for areas surrounding Willamette University property in each of these four
jurisdictions where Willamette operates a physical campus or classroom setting. Salem Police, the Polk County Sheriff’s Office and Portland Police have provided crime statistics for the area surrounding each of these campuses. There has been no response to written requests sent to the Jefatura Superior de Andalucía Oriental in Granada, Spain.

Section III: Relevant Policies and Procedures

Willamette University has adopted a number of policies, practices and procedures, summarized below, that help promote a safety conscious community environment.

A. Timely Warnings

In compliance Clery requirements, the University issues timely warning reports to notify the campus community of Clery Act crimes or other serious incidents that the University determines represent a serious and ongoing threat to the campus. The University will issue timely warning reports using a variety of means, including emails, the emergency notification system, flyers, and website announcements posted on the Campus Safety website http://willamette.edu/offices/safety/. To report an incident that may warrant the issuing of a timely warning, immediately contact Campus Safety at 503-370-6911, or 6911 from a campus phone.

Timely warnings are issued on a case-by-case basis for Clery Act crimes or other serious incidents reported to campus security authorities or local police agencies, and that pose serious and ongoing threats to students and employees on campus or immediately adjacent to campus property. In deciding whether to issue a timely warning, the University considers all of the available facts surrounding the incident such as the nature of the crime, the continuing danger to the campus community, and the possible risk of compromising law enforcement efforts. Incidents that may result in issuing a timely warning include the following Clery Act crimes:

- Murder
- Criminal homicide
- Negligent manslaughter
- Forcible sex offenses, rape
- Forcible sex offenses, fondling
- Nonforcible sex offenses
- Robbery
- Aggravated assault
The University will issue a timely warning as soon as it determines there is a serious and ongoing threat to students or employees on campus and/or in the immediate campus community. The determination will be made based on the information that Campus Safety or the Salem Police Department has available to it at the time. The Director of Campus Safety or his/her designee is responsible for preparing and distributing timely warning reports. Campus Safety may be reached at 503-370-6911, or 6911 from a campus phone.

The intent of a timely warning is to enable members of the campus community to protect themselves. A timely warning will include information that promotes safety and aids in the prevention of similar crimes, such as the following information:

- A brief statement of the incident
- Possible connection to other incidents, if applicable
- Physical description of the suspect, if available
- Composite drawing of the suspect, if available
- Date and time of the incident
- Other relevant information

B. Emergency Response and Evacuation Procedures

The Emergency Planning Committee serve as the university’s emergency response team. The team includes the director of Campus Safety, the vice-president Human Resources and Risk Management, the dean of students, the vice-president of finance, the director of Housing and Conferences, the director of Dining Services, vice-president and chief information officer, chief of staff, vice-president for Communications for academic, the university Registrar. Any member of the group can call for a gathering to respond to an emergency response.

The Emergency Planning Committee uses the University’s Emergency Management Plan as a guide to respond to a campus emergency. The Emergency Management Plan is an “all hazards” plan and focuses on how to restore necessary services to the community, regardless of what situation has caused the disruption in these services. The full plan can be viewed at: [http://willamette.edu/offices/safety/doc/Emergency+Management+Plan+for+All+Hazards+Aug+2017+rev.pdf](http://willamette.edu/offices/safety/doc/Emergency+Management+Plan+for+All+Hazards+Aug+2017+rev.pdf)
A newly created Emergency Procedure Guide has been created and posted in all classrooms and conference rooms on campus. This Guide describes the appropriate courses of action for many emergency situations, including evacuation. The topics covered in the Guide are:

- Reporting an Emergency
- Important Contact Information
- Civil Disturbances or Demonstrations
- Active Shooter: Run-Hide-Fight Procedures
- Utility Failure
- Suicide Threat or Attempt
- Fire
- Natural Hazards, Earthquakes, Flood, Severe Heat
- Criminal, Violent or Suspicious Activity
- Chemical or Bio-Hazardous Material
- Homeland Security Advisory System
- Bomb Threat or Suspicious Package
- Evacuation
- Medical Emergency and First Aid Instructions
- Campus Map

The full document in an unformatted form can be viewed at: https://docs.google.com/document/d/1s3DbmuVRlntNefjFRcpTVp2xRuD6yeEqOR_K4bBlARc/edit?usp=sharing

Willamette maintains an out-of-state telephone transfer agreement with Pacific Lutheran University to provide means to keep family and friends of Willamette apprised of the status of the university, should a local natural disaster or other emergency affect local telephone service. Emergency information will be distributed through the University’s emergency messaging system and posted on the university website.

The Emergency Response Plan guides the university community’s response to a disaster that might occur on or near campus. The purpose is to protect life, property, and the environment and to maintain the basic operations of the university following a disaster. The intent is to make the plan flexible, so the details of specific incidents will dictate the level and type of response. However, the framework of the response organization, including establishing an Emergency Operations Center (EOC) and On-Scene Response and Policy Group will remain the same. The complete Emergency Management Plan for all Hazards, is available at: http://willamette.edu/offices/safety/pdf/emergency-management-plan-for-all-hazards-aug2017rev.pdf

An emergency notification system is in place to notify community members via e-mail, cell phone, office phone and home phone of an emergency situation. This notification system is provided by Blackboard Connect, which manages and maintains software to provide these notifications.
Authorized Campus Safety personnel are able to interface with the software and send emergency messages through the internet. The system also provides an 800 number to access to send these messages. All students and employees are provided with an account on this system and are requested to provide a phone number (preferably a cell phone number) where they could be reached in the event of an on-campus emergency situation. An e-mail is also sent along with the telephone notification. This system is tested at noon, on the first business day of each month, during the academic year.

The nature of the emergency will dictate what the message(s) will say. The message(s) will provide information and necessary updates about what to do and where to go to maintain personal safety. Any time an emergency situation presents itself, the university will immediately determine if this notification system would provide an increased measure of safety for community members and will activate the system if necessary.

The university periodically updates its emergency response plan and publishes it on the Campus Safety website. The university conducts emergency management exercises to test emergency procedures. Shelter-in-place exercises have been conducted with a number of campus departments. These exercises vary from year-to-year, and include departments from across the campus.

Willamette University participates in the local emergency drills when possible, as well as campus drills and training. Regular, unannounced fire drills that stress safe evacuation, assembly and accountability are held in the residence halls. Should a drill be conducted while you are on campus, please respond with a serious attitude. Your contribution will help make the training exercise more realistic and meaningful and help your overall preparedness. Willamette has an ongoing building captain (representative) program with over 50 employees involved. Campus Safety facilitates ongoing exercises for these employees in areas such as spotting emergency issues, supporting evacuation and facilitating communication.

Willamette University Emergency Medical Services (WEMS) is a student staffed, campus based agency, providing Basic Life Support (BLS) to students, faculty, staff, and guests of the Willamette community. WEMS members provide quick response emergency medical care on campus and immediate surrounding areas with one Supervisor EMT-Basic and two First Responders from the hours of 5 p.m. Friday to 5 p.m. Sunday, during the academic year. As a student service organization at Willamette University, WEMS provides education and training in pre-hospital emergency medical care. Fire/evacuation drills are conducted in academic and residential buildings one time each semester. Fire/evacuation drills are unannounced. Additional exercises will be held annually and will vary by type, campus location and the topics being tested. These drills may or may not be announced in advance, but will include a post drill assessment that will be publicized to the campus community.
If the university activates its emergency notification system in response to a situation that poses an immediate threat to members of the campus community, organizations adjacent to campus are notified as appropriate. These include Salem Hospital, Willamette Heritage Center, and the Oregon State Capitol.

C. Sexual Misconduct Policy and Protocol

Willamette University continually strives to foster a safe environment in which students can pursue their educational goals free from the detrimental effects of discrimination, intimidation, and violence, including sexual misconduct. To this end, the University has established its Sexual Misconduct Policy and Protocols for Students and reviews and revises it annually as necessary to meet the requirements of Title IX and other applicable laws and regulations. This policy is set forth in its entirety in Appendix A1 of this document and can also be viewed online at: http://willamette.edu/offices/policies/selected/students/sexual_conduct.html

The University also has an institution-wide policy which covers issues of Title IX for employees. This policy is set forth in its entirety in Appendix A2 of this document and can also be viewed online at: http://willamette.edu/offices/hr/policies/policy-harassment/index.html

The Sexual Misconduct Policy prohibits sexual misconduct of any kind against Willamette University community members of any sex, gender, gender identity, gender expression, or sexual orientation. Sexual misconduct includes sexual and gender-based harassment, sexual violence, non-consensual sexual contact – sexual assault, non-consensual sexual intercourse – rape, sexual exploitation, stalking, and interpersonal violence – dating and domestic partner violence.

The university is committed to confronting sexual misconduct effectively. Accordingly, the university seeks to educate students, faculty, and staff about the dynamics of sexual misconduct and its effects, as well as how to prevent it, and respond appropriately should it occur. Our policies and procedures reflect input from students and we endeavor that they are written in a manner to be easily understood, fair to all involved, and provide a means of recourse for recipients of such behavior. The university reserves the right to respond with whatever measures it deems appropriate to prevent sexual misconduct and preserve the safety and well-being of students.

The purpose of Willamette University’s Sexual Misconduct Policy is as follows:

- Identify support resources and remedy options for students who have been the recipients of unwanted behavior defined by this policy. For a listing of these resources with contact information for survivors of sexual misconduct, refer to this link: http://willamette.edu/notalone/get_help.html
- Define, for purposes of this policy, sexual misconduct includes: sexual and gender-based harassment, sexual and gender-based stalking, interpersonal violence, sexual exploitation, non-consensual sexual contact, and non-consensual sexual intercourse.

- Establish procedures for reporting incidents of sexual misconduct.

- Establish procedures for responding appropriately when incidents are reported.

- Affirm the university’s commitment to preventing and addressing sexual misconduct.

A full copy of the University’s *Sexual Misconduct Policy and Procedures for Students* for students is printed in Appendix A1 of this document and is available online at: [http://www.willamette.edu/dept/policies/selected/students/sexual_conduct.html](http://www.willamette.edu/dept/policies/selected/students/sexual_conduct.html)

The University’s *Discriminatory Misconduct Policy and Protocol for Employees* (1.08). This document is printed in Appendix A2: [http://willamette.edu/offices/hr/policies/policy_harassment/](http://willamette.edu/offices/hr/policies/policy_harassment/)

### D. Alcohol and Other Drug Policies

The following is an excerpt from the University’s policies regarding possession and use of alcohol and other drugs on campus. This policy is set forth in its entirety in Appendix B2 of this document, and is also available at: [http://www.willamette.edu/dept/policies/selected/all_campus/alcohol.html](http://www.willamette.edu/dept/policies/selected/all_campus/alcohol.html)

The University’s policy on Alcohol and Drug Abuse is available in Appendix B1 or at: [http://www.willamette.edu/dept/policies/selected/all_campus/alcohol_drug.html](http://www.willamette.edu/dept/policies/selected/all_campus/alcohol_drug.html)

Willamette University does not approve of the illegal consumption of alcoholic beverages by underage persons, and condemns the abuse of alcoholic beverages. No person under the age of 21 years shall attempt to purchase or acquire an alcoholic beverage, and no person under the age of 21 years shall have personal possession of an alcoholic beverage.

Due to the persistence of underage consumption of alcoholic beverages, Willamette University’s policy and procedures use an educational and a regulatory standard for addressing the use of alcohol. This alcohol policy is intended to serve the following objectives:

- To promote legal and responsible behavior among all members of the university community;
- To create programs and services that educate students concerning the use and effects of alcoholic beverages with an intent to encourage responsible decision-making;
- To aid individuals experiencing difficulties associated with the use of alcohol.
Although the personal use of marijuana is now legal in Oregon for people over the age of 21, assuming they follow the requirements of the law, marijuana is still illegal under federal law. Willamette University adheres to federal law and prohibits the possession or use of marijuana on any of its properties are at its sponsored events.

E. Missing Residential Student Notification Policy

The Clery Act requires institutions that maintain on campus housing facilities to establish a missing student notification policy and related procedures. The missing residential student notification policy applies when a student lives in on-campus housing, is reported missing, or there is a concern that they have not been seen in their residence room for over 24 hours. When reported, the Office of Campus Safety will begin an investigation immediately.

Students are advised that their first contact related to a person missing beyond 24 hours should be with Housing and Community Life, a Campus Life staff member, or the Office of Campus Safety. Housing and Community Life staff members (Resident Assistants (“RAs”) and Area Coordinators) are required to report the missing student up their supervisory line to the Director of Housing and Community Life, who has responsibility informing the Director of Campus Safety in a timely manner.

Following this reporting, Campus Safety opens an investigation that may include delegating the task of making phone calls to all known phone numbers for the missing student, attempts at personal contact, phone calls to friends, a check of their card access, a check of their food service access records, a physical check for their vehicle on campus, a check of their classroom participation and activity participation.

All students who live on campus are notified of their option to provide the university with a confidential contact person. This is the person they choose to have notified in the event of an emergency, and this is also used if the student is determined to be missing. Only authorized Campus Safety officials and law enforcement officers, in the furtherance of a missing person investigation, may use this information.

Students are notified through email, that they may enter and update their confidential contact person by accessing this webpage: willamette.edu/go/EmergencyInfo

Once the university has been informed that a student has been missing for over 24 hours, the university will attempt to contact the student and verify their whereabouts. If the university is not successful in reaching the student, the Office of Campus Safety will contact the Salem Police Department. The report will include status of the investigation, including all prior attempts to contact the student, and will be passed along to them.
If a student is under 18 and not emancipated, the institution will notify a custodial parent or guardian within 24 hours of the determination that the student is missing, in addition to notifying any additional contact person designated by the student.

This policy is available at: http://willamette.edu/offices/housing-community-life/handbook/missing_res_student/

**F. Firearms and other Weapons Policy**

Willamette University has a zero tolerance policy regarding firearms and other weapons on campus. Firearms and other types of weapons are not allowed on university property, in university vehicles, or at any university-sponsored event off-campus.

This policy prohibits the possession, use or threatened use of firearms, ammunition, explosives, or other objects as weapons. Persons who possess a concealed-weapons permit are NOT allowed to carry weapons on the Willamette University campus, or on any space or property under our control. Possessing a weapon for the purpose of sport, hunting, personal protection, or any benign reason will not exempt a person from this policy.

Anyone who observes or has knowledge of someone on the Willamette University campus violating this policy should immediately report the incident to the Campus Safety office by dialing 503-370-6911. The complainant should be prepared to provide the Campus Safety office with any relevant information that caused them to observe or suspect the violation.

Campus Safety officers have the right to confiscate weapons from persons in violation of this policy. These weapons will be secured in the Campus Safety office while a thorough investigation of the incident is conducted.

Failure to adhere to the university’s firearms/weapons policy or failure to cooperate in an investigation is grounds for disciplinary action, which, depending on the circumstances, may include termination of employment or expulsion.

**G. Access to Campus Policy**

Willamette, while a private university, is open and inviting and frequently hosts guests. Persons with legitimate business are welcome. However, campus access may be denied and the trespass laws invoked for persons without legitimate reasons, or who are disruptive to the community.
Students, faculty and staff are required to carry university identification with them when on campus. Identification checks are required for admission to athletic fitness facilities as well as to most campus events. Academic and business buildings are open during regular business hours. Students must obtain permission to use many departmental facilities after hours, although many of these building incorporate extended service hours.

All residence halls are locked 24 hours a day. For the safety of all residents and the protection of personal property, no member of the campus community may prop open any locked door. Campus Safety officer patrols, and Housing and Conference staff, support efforts to enforce this policy. Campus Safety is called to assists students who live in residence halls when they are locked out of their room, or buildings. Students may call 503-370-6911, or 6911 from a campus phone, to receive this assistance.

The university owns four rental houses, all located in the near campus neighborhoods. These houses are rented primarily by visiting faculty and staff, however, in situations of housing demand they are made available to undergraduate and graduate students. Access to these four rental houses are controlled by the individuals who rent the property, and only in emergency situations are university staff called upon to assist with access.

H. Registered Sex Offender Information/Access Related Information

The federal Campus Sex Crimes Prevention Act requires institutions of higher education to issue a statement advising the campus community where to find information concerning registered sex offenders.

Willamette Campus Safety is not a law enforcement agency, therefore the sex offender registration process must be conducted through the Oregon State Police who notifies Willamette if a sex offender is enrolled or employed. Willamette University Campus Safety provides a link to the local sex offender registry may be accessed for free at: http://sexoffenders.oregon.gov/. In the State of Oregon, convicted sex offenders must register with their local law enforcement agencies. Megan’s Law allows the public to access the registry. It also authorizes local law enforcement to notify the public about high-risk and serious sex offenders who reside in, are employed in, or frequent the community.
I. Safety Escort Program

The Office of Campus Safety operates a safety escort program for any community member seeking an alternative to walking alone on campus.

Campus Safety officers escort students throughout campus and up to two blocks off campus, during all hours of darkness. Escort service is available by calling 503-370-6911, or 6911 from campus phone. At times a Campus Safety Officer may be handling other campus related task, and cannot immediately respond. Generally, escorts are available in a timely manner for students.

Campus Safety also offers students who feel unsafe, or who need emergency access to a taxi, service through local taxi vendors, without the immediate requirement of payment. The taxi service invoices the university, and the cost is transferred to the student’s account.

J. Campus Security and Crime Prevention Awareness Programs

During new student orientation and at various points throughout each school year, students are informed of services offered by Campus Safety. In addition, students are kept informed of crimes reportedly occurring on-campus and in the surrounding neighborhood through Timely Warnings and other notifications. Crime prevention and awareness programs are offered by various campus organizations throughout the year. A theme in orientation and training is building awareness and crime prevention programs that encourage students and employees to be aware of their responsibility for their own safety and the security of their belongings. A list of related programs for the 2017 calendar year are listed in Appendix C.

K. Student Housing Safety Information

Willamette houses approximately 1,700 students in 15 residence communities. Three professional staff directors (area coordinators) supervise 34 resident assistants (RAs) assigned to residence halls, with one professional Housing and Community Life staff member on duty 24 hours a day for Residence Halls. Resident assistants are on duty from 5:00 P.M. to 7:00 A.M. each day. Sorority house corporations employ a House Director to relay safety and security concerns to Campus Safety or to Housing and Community Life. All entrances to residences are locked 24 hours a day. To gain access, visitors must notify their hosts of their arrival and ask to be met at the door. Safety and security are included in community mentor staff, and house director staff training protocol each year.
During the winter break, all residence halls rooms are secured and closed. Many rooms are inspected for any fire code violations during the winter holiday break. Additional information regarding student housing and safety regulations can be found at:  
http://willamette.edu/offices/housing-community-life/handbook/

L. Facilities Management

The Facilities Department maintains the university buildings and grounds with an eye towards safety and security. Facilities staff inspect campus facilities regularly, promptly make repairs affecting safety and security, and respond to reports of potential safety hazards, such as lights out and broken windows and locks. Campus Safety officers assist Facilities personnel by reporting potential safety and security hazards. Facilities Services may be called directly (503-370-6003) to report any safety or security hazard.

Facility Services and Campus Safety share responsibility for compiling an on-going list of improvements and maintenance for fire/life safety systems. Campus Safety works with departments to manage hazardous materials, SDS compliance, and hazardous waste removal. Generally, asbestos, lead paint abatement, and underground storage tank regulation issues are resolved through the effort of the Facilities Department and contracted experts.

Willamette works to ensure that security is given the appropriate consideration as we address and schedule routine maintenance and make upgrades to facilities. Landscaping and outdoor lighting on campus is designed to provide lighted routes from parking areas to buildings and from building to building. Groundskeeping personnel trim shrubs from sidewalks, walkways, and building entrances to provide a well-lighted route to buildings. All campus walkways are inspected regularly to ensure adequate lighting. Burned-out lights are replaced promptly. New street lights and pedestrian walkway lights are added as new parking areas and walkways are developed or as pathways are changed. The University Safety Committee meets monthly and may make recommendations for improvements to safety. These recommendations are forwarded to the Director of Campus Safety and then to the Vice President for Human Resources and Risk Management for follow-up.

We encourage community members to promptly report any safety or security concern, including concerns about locking mechanisms, lighting, or landscaping to Facilities Management at 503-370-6003, or after working hours to Campus Safety at 503-370-6911, or 6911 from a campus phone.
Annual Disclosure of Crime Statistics

Crime statistics for three prior years are published in the annual security report by October 1 of each year and submitted annually to the campus community via an all community e-mail. The online, web based data reporting and collection system required by the Department of Education each fall was completed and submitted in October 2017.

Written requests for crime statistics have been sent to the Salem Police Department, Portland Police Bureau, Polk County Sheriff's Office and the Jefatura Superior de Andalucía Oriental in Granada, Spain requesting crime statistics for public property within and adjacent to Willamette University property in each of these four jurisdictions.

Pursuant to the Clery Act, crimes are requested and reported in the following categories:

Definitions of Reportable Crimes

- Murder/Manslaughter – defined as the willful killing of one human being by another.
- Negligent Manslaughter – defined as the killing of another person through gross negligence.
- Forcible sex offenses, rape is defined as any sexual act directed against another person, forcibly and/or against that person’s will; or not forcibly or against the person’s will where the victim is incapable of giving consent. Including: forcible rape, forcible sodomy, sexual assault with an object.
- Forcible sex offenses, fondling- defined as touching of the private body parts of another person for the purpose of sexual gratification, forcibly and/or against that person’s will; or not forcibly or against the person’s will where the victim is incapable of giving consent because of his/her youth or because of his/her temporary or permanent mental incapacity.
- Non forcible sex offense – defined as unlawful, non-forcible sexual intercourse, including, incest and statutory rape.
- Domestic Violence – violent or aggressive behavior, typically involving the violent abuse of a spouse or partner.
- Dating Violence - assultive and/or controlling behaviors that one person uses against another in order to gain or maintain power and control in the relationship. The abuser intentionally behaves in ways that cause fear, degradation and humiliation to control the other person.
- Stalking- repeated and unwanted contact that causes a person reasonable apprehension regarding their personal safety or a member of their immediate family or household.
- Robbery – defined as taking or attempting to take anything of value from a person by force or threat of force or violence and/or by putting the victim in fear.
• Aggravated Assault – defined as 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.
• Burglary – defined as the unlawful entry of a structure to commit a felony or a theft.
• Motor Vehicle Theft – defined as the theft or attempted theft of a motor vehicle.
• Arson – defined as any willful or malicious burning or attempt to burn, with or without intent to defraud, a dwelling house, public building, motor vehicle or aircraft, personal property of another, etc.
• Hate Crimes – includes all of the crimes listed above that manifest evidence that the victim was chosen based on one of the categories of bias listed below, plus the following crimes:
  • Intimidation—to unlawfully place another person in reasonable fear of bodily harm through the use of threatening words and/or other conduct but without displaying a weapon or subjecting the victim to actual physical attack.

In addition to the crime categories above, if a person is victimize because of any of the following categories of prejudice, additional crime statistics are reported based on this discrimination.

These categories are:
• Race – A preformed negative attitude toward a group of persons who possess common physical characteristics genetically transmitted by descent and heredity which distinguish them as a distinct division of humankind.
• Gender – A preformed negative opinion or attitude toward a group of persons because those persons are male or female.
• Gender Identity – A preformed negative opinion or attitude toward a group of persons about their sense of being a man or a woman, consisting primarily of the acceptance of membership into a category of people: male or female.
• Religion – A preformed negative opinion or attitude toward a group of persons who share the same religious beliefs regarding the origin and purpose of the universe and the existence or nonexistence of a supreme being.
• Sexual Orientation – A preformed negative opinion or attitude toward a group of persons based on their sexual attraction toward, and responsiveness to, members of their own sex or members of the opposite sex.
• Ethnicity – A preformed negative opinion or attitude toward a group of persons of the same race or ancestry who share common or similar traits, languages, customs and traditions.
• National origin – A preformed negative opinion or attitude toward a group of persons based on their national origin.
• Disability – A preformed negative opinion or attitude toward a group of persons based on their physical or mental impairments/ challenges, whether such disability is temporary or permanent, congenital or acquired by heredity, accident, injury, advanced age or illness.
V. Clery Reporting Geography

The Clery Act defines the geographic area for which the university must report crimes specified in the Act, and requires the institution to include a description of this geographic area in its annual Clery report. The following is a description of each our four campuses followed by maps showing the Clery geographic reporting areas.

Main Campus in Salem, Oregon

The core Willamette University campus consists of more than 60 academic, athletic, business and residential structures, comprising more than 1.45M square feet. The areas owned and leased contain sports fields, greenscapes, parking lots, roadways, paths and structures, situated on approximately 84 acres, in the community of Salem Oregon. The university also owns residential properties near campus that rented to Willamette community members and guests. These are located at 510 & 520 14th Street SE, 1401 Bellevue Street SE, 1480 Bellevue Street SE, 525 15th Street SE and 1391 Court Street, NE.
Portland, Oregon Campus

The university leases 5070 square feet, located at 905 NW 12th Avenue in Portland, Oregon. This serves as our Portland office, providing classroom facilities for executive education, and the approximately 50 students enrolled in the Willamette MBA program, affiliated with the Atkinson Graduate School of Management.
Willamette owns a separate 304 acre Zena Forest and Farm located approximately ten miles northwest of the main campus. This property offers students, faculty, and staff opportunities for academic research, experiential learning and other kinds of co-curricular learning.
Granada, Spain Campus

Willamette leases a space in Spain for its Granada Exchange Program classroom location. This program, in Granada Spain, is for Willamette students and students enrolled at the Northwest Consortia partner colleges. The Willamette University Granada facility is situated at Plaza de los Campos, 4 – 2º A, 18009 Granada, Spain. It is 132 square meters in size (1500 sq. feet) and contains an entrance hall, two administrative offices, one large classroom, one smaller classroom, a bathroom and a store room. There are two full-time WU employees, and part-time support for academic and/or administrative tasks, operating from September to May. In recent years there have been 80 - 85 participating students per year. Granada Program students receive training from on-site staff related to cultural awareness, security, safe conduct, and safety awareness while enrolled in the program.

Each of these geographic areas is designated as campus property for the purpose of this report. Public property that is adjoining and adjacent to campus property for one block in all directions is included for within the adjacent public property portion of crimes reported.
# Crime Statistics, 2017

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<tr>
<th>Willamette University Crime and Fire Statistics</th>
<th>Calendar Year</th>
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*In 2015 confidential sexual assaults were not included in these statistics. In 2017 and 2016, the Department of Education has required that they now be included.*
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### Willamette University Crime and Fire Statistics

#### Portland, Oregon Campus

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Granada, Spain Campus

No crime statistics from local law enforcement are currently available for the Granada, Spain campus. Crime statistics have been requested from local law enforcement agencies in this jurisdiction; there has been no response.

Reported Hate Crimes

2017: No hate crimes reported on campuses or adjacent to campus in 2017.

2016: No hate crimes reported on campuses, or adjacent to campus in 2016.

2015: No hate crimes reported on campuses, or adjacent to campus in 2015.
Section VI. ANNUAL FIRE SAFETY REPORT

The Higher Education Opportunity Act enacted on August 14, 2008, requires institutions who maintain on-campus student housing facilities to publish an annual fire safety report that contains information about campus fire safety practices and standards of the institution. The following report details all information required by this act for Willamette University.

For the health and safety of all members of the community, students are expected to comply with all fire and safety regulations required by the university or applicable local, state and federal law. All campus fires are to be immediately reported to the Office of Campus Safety, regardless of how minor the fire might appear, or appeared to have been. Fire drills are held throughout the year. Use of fire alarms and firefighting equipment without the existence of an actual fire is a violation of Oregon Law. Triggering a false fire alarm could result in misdemeanor charges, fines, and/or disciplinary action.

All residents must evacuate the residence hall in the event a fire alarm is activated, whether for the purpose of a drill or in the case of an actual fire. Residents and their guests must meet at their hall’s designated meeting location to check-in and to receive further instruction from a staff member. Students who fail to comply with this policy will be referred to the Office of Rights and Responsibilities. A fine may be assessed for any person who does not exit a building during a fire alarm.

Portable fire extinguishers are installed for resident protection. Only trained residents should use this equipment. Smoke detectors are present in common areas of each residence hall. Smoke detectors are potential life saving devices. To ensure that smoke detectors are used appropriately and serve their designed function, residents are prohibited from covering, dismantling, removing batteries, suspending objects from or tampering with detectors.

Residents who are responsible for misusing smoke detectors will be charged for repair and/or replacement costs and face disciplinary action. Please report any problems with smoke detectors to Campus Safety immediately. Fire doors are not to be propped open or blocked, and exits, hallways or stairwells may not be blocked. Students may decorate their residence hall rooms with posters and similar decorations as long as they do not cause damage to the room, are not considered a fire hazard and do not violate any Housing and Community Life policies.

All persons are prohibited from disabling and/or tampering with fire safety equipment (including, but not limited to, fire extinguishers, smoke detectors, and sprinklers) or causing a false fire alarm to be sounded or reported. All persons must evacuate the building when an alarm is sounded. Those who do not exit may incur a fine.
Prohibited Items and Activities in Residence Halls and Student Rooms

The following fire-safety related items are prohibited in campus residences and/or on university property. Violations may result in conduct action or could, depending on the severity, result in removal from on-campus housing.

- Violations of the City Fire Code and university Safety Guidelines, (a) that prohibit the use of an unfused and/or ungrounded extensions, splitters, or power strips, (b) that prohibit storage and/or use of flammable materials, (c) that include non-compliance with fire safety inspection violations.
- Stoves and ovens in warming kitchens must not be left unattended while in use.
- Burning and Open Flames pose a serious risk to life and property. In addition to disciplinary action, residents and guests can be held responsible for criminal and financial liability for creating fire hazards. Residents and guests are prohibited from burning anything or using an open flame in campus housing. This includes but is not limited to candles, oil lamps, and incense.
- Barbecue grills and open flame cooking devices is prohibited within campus housing, including on balconies and porches. Possession of barbecues, propane or charcoal is prohibited. When available, residents are permitted to use community barbecues on the outside grounds away from buildings. Propane must be stored in Campus Safety.
- Candles and incense.
- The use of electrical equipment such as window/evaporative coolers, air-conditioners, electric grills, electric fry pans, espresso makers, convection/rotisserie/toaster ovens, hot plates or any type of exposed burners or open flame devices that present a fire hazard or that overload the electrical capacity of the building. (Sealed unit coffee pots, hot pots and popcorn poppers with automatic shut offs are permitted if extreme caution is used.)
- Halogen lights (i.e., desk, floor), sun lamps, lava lamps, 5-light floor lamps or any other similar product that is a fire safety risk, any light without a glass or metal shade.
- The storage of motor vehicles/scooters in any part of a residential facility. Vehicles/scooters found on the premises will be removed and stored at the owner's expense.
- Tampering with and/or blocking light fixtures, smoke detectors, sprinklers, fire safety equipment, fire alarms, fire fighting equipment in any manner or removing automatic door closures.
- Remaining in the building during a fire alarm or drill.
- Blocking egress. Using bathrooms, hallways, stairways, landings or doorways for recycling, bicycles, or any items that block egress.
- Blocking emergency exits in any way.
- Hanging items from pipes, vents, conduits, smoke detectors, sprinklers or other building structures.
• The use of roof areas of buildings, porches, fire escapes (in non-emergency situations) or covered walkways.
• Smoking, including the use of vaporizers, is prohibited on all campus property as of January 1, 2016.
• Using windows as exits or entrances (except in emergencies) or throwing anything into or out of a window or onto and off any balconies (this includes any use of roof or overhang areas or ledges).
• Irons without automatic shut offs. Irons with automatic shut offs may only be used in laundry rooms.
• Cooking in student rooms, suites, bathrooms, hallways or lounges, or on roofs, balconies or ledges.

Fire Reporting

Anyone knowing about a fire should immediately report the incident to the following:
• Report a Fire in Progress immediately to 911.
• Office of Campus Safety 503-370-6911, or from a campus phone at 6911.
• Know the location of the fire emergency resources in your area:
  • Fire Alarm pull stations
  • Fire extinguishers
  • Fire exits
  • Evacuation routes
  • Assembly site
• Emergency Actions – If a fire occurs or you detect smoke or a burning odor:
  • Pull the closest fire alarm to initiate building evacuation.
  • Call 503-370-6911, or from a campus phone: 6911 and report the location of the fire and the, fire, the suspected cause and current status of the fire, and your name and phone number.
  • Do NOT use elevators.
  • Use a fire extinguisher to fight the fire, if there is no danger to your personal safety in doing so.
  • Move away from the exterior doors of the building to allow emergency responders to access the building.
  • Encourage others to move away from the doors as well.
  • Follow the instructions of Campus Safety and fire department personnel. Do not re-enter the building until you are informed that it is safe to do so.
• Guidelines Specific to Individuals with Mobility Impairments:
  • These buildings offer safe areas: Collins Science Center and Hatfield Library.
  • Individuals who use wheelchairs or other assistive technology for mobility should be directed to those designated safe areas.
  • Building where there are commonly guests, like the libraries and Sparks Center, an employee(s) must be designated on each floor to make a thorough check of carrels, book stacks, locker rooms, etc. to make certain there are no individuals needing special assistance in the area.
  • The procedures listed below should be followed. The Fire Department will carry out the evacuation.

  • Assign a student to immediately call 503-370-6911, or 6911 from a campus phone.
  • Report that there is an individual who uses a wheelchair or other assistive device in the Hall.
  • Instruct the student to report to:
    • The professor (or an assigned person) is to remain in the room with the student while the class follows usual evacuation procedures. KEEP the door closed.
    • Never enter an elevator. It commonly stops working when the fire alarm rings.
    • If the fire is in the room with the student, the student and professor should go into the hall to the nearest stairwell and wait for assistance. (All hallway doors should be closed.)
    • Never carry an individual unless it's a matter of imminent danger. If someone must be carried, leave the wheelchair behind and follow the instructions of the individual as to how he/she is best transported.

Student Housing Emergency Evacuation

Upon activation of the residence hall fire alarm system all students and their guests must exit the building through the nearest safe exit and proceed to an assembly point and check-in and receive further instructions from staff or Campus Safety. Campus Safety Officers assist in the evacuation process and verify that all students have safely evacuated. Practice drills help reinforce good evacuation behavior and present an opportunity to ask questions. Students who intentionally fail to evacuate face disciplinary measures including a fine.

Fire Safety Education & Training Programs

Housing and Community Life staff receive safety training which includes fire safety awareness; fire prevention; fire and emergency response; disaster preparedness; and how and when to use a fire extinguisher. Academic and administrative buildings have one fire drill per year.
Willamette has concluded a four year program to install fire sprinkler systems in all Residence Hall buildings. When budget allows, we aspire to make improvements to the notification/control panels in residences and academic buildings. This improvement would allow for two way annunciation, for improved and more sophisticated monitoring of smoke and alarm systems, and for this reason, improved fire safety.

There are several elements to fire safety in Willamette residence halls including building fire detection and suppressions systems, training, regular fire drills, mandatory evacuations for any fire alarm activations, and fire safety and fire reporting policies.

Buildings are equipped with fire detection systems including smoke and heat detectors. All student rooms are equipped with smoke detectors. Building fire alarm devices are supervised and report a trouble signal to the panel should any devices be damaged or removed. Fire doors are kept open with magnetic door holders until the fire alarm system is activated, at which time they release, close and latch, limiting the spread of smoke and fire. This system is effective in preventing fire doors from being propped open.

Residence halls are equipped with whole building or partial fire sprinkler systems. A few buildings are equipped with kitchen hood fire suppression systems.

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<th>Year</th>
<th>Fires Intentional</th>
<th>Fires Unintentional</th>
<th>Fires Undetermined</th>
<th>Fire Caused Deaths</th>
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Fire Statistics for On-Campus Student Housing Facilities
## Fire Safety Systems in Residential Facilities

**Willamette University, 2017**

1) **Partial Sprinkler Systems** is defined as having sprinklers in the common areas only.
2) **Full Sprinkler Systems** is defined as having sprinklers in both the common areas and individual room

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<th>Housing Facility</th>
<th>Fire Alarm Monitoring Done on Site</th>
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<th>Full Sprinkler System</th>
<th>Smoke Detection</th>
<th>Fire Extinguisher Devises</th>
<th>Evacuation Plans and Placards</th>
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</table>
Section VII: Important Phone Numbers & Other Contact Information

Police/Fire/Medical Emergency 911

Alcoholics Anonymous 503-399-0599
Alanon (for friends, family) 503-370-7363
Bishop Wellness Center 503-370-6062
Center for Hope and Safety 503-399-7722
Crisis & Information Hotline (24 hour) 503-581-5535
Marion County Mental Health Crisis Line 503-588-4949
Poison Center 800-222-1222
Safe Rides (Yellow Cab) 503-362-5411
Safety Escorts 503-370-6911
Salem Hospital Drug/Alcohol Hotline 800-621-1646
Salem Parking Enforcement 503-588-6471
Salem Police Non-emergency 503-588-6123
S.A.R.A Sexual Assault Response Allies 503-851-4245
Weather/Campus Closure Advisories 503-370-6000
WU Accessible Education Services 503-370-6471
WU Safety Committee 503-370-6907
Appendix A1

Sexual Misconduct Policy for Students

Table of contents

- Introduction
- Standard 9. Sexual Misconduct
- Consent Defined
- Force Defined
- Incapacitation Defined
- Amnesty
- Standard 10. Harassment
- Statement Regarding Accessibility

Introduction

The Sexual Misconduct Policy for Students (“policy”) prohibits sexual and gender-based harassment, sexual and gender-based stalking, interpersonal violence (including dating and domestic partner violence), sexual exploitation, non-consensual sexual contact, non-consensual sexual intercourse, and retaliation against a person for the good faith reporting of any of these forms of conduct or participation in any investigation or proceeding under this policy and associated procedures. This policy protects individuals of any sex, sexual orientation, gender identity, gender expression, or sexual orientation from sexual misconduct.

Reports of sexual misconduct will be processed using the policy in effect at the time an alleged situation occurred. The most current procedures will be used to investigate and adjudicate alleged behavior covered by the policy. Willamette University reserves the right to determine, based on the information available, what constitutes prohibited conduct under the following definitions.
Standard 9. Sexual Misconduct
Prohibited Conduct - Definitions

1. **Sexual or Gender-Based Harassment** - Any unwelcome sexual advance, request for sexual favors, or other unwelcome verbal, physical, or other conduct of a sexual or gender-based nature when the condition outlined in i. or ii. below is present.
   1. Submission to or rejection of such conduct is made, either explicitly or implicitly, a term or condition of an individual’s employment, evaluation of academic work, or participation in programs or activities or is used as the basis for decisions affecting the individual; or
   2. Such conduct has the purpose or effect of creating a hostile environment. A “hostile environment” exists when the conduct is sufficiently severe, persistent, or pervasive that it unreasonably interferes with, limits, or deprives an individual from participating in or benefiting from the university’s employment, academic or social environment. In evaluating whether a hostile environment exists, the university will consider the totality of known circumstances.
      - The effect will be evaluated based on the perspective of a reasonable person (objective perspective) with similar identities and circumstances in the position of a claimant (subjective perspective).
      - The more severe the conduct, the less need there is to show a repetitive series of incidents to prove a hostile environment, particularly if the harassment is physical.
      - A single or isolated incident of sexual or gender-based harassment may create a hostile environment if the incident is sufficiently severe.

2. **Sexual or Gender-Based Stalking** (including via electronic means or on-line activity) – A course of conduct (more than one behavior) targeted at an individual by an individual or group using various forms of contact to pursue, harass, or to make unwelcome contact with another person in an unsolicited fashion that would cause a reasonable person with similar identities and circumstances to feel harassed or afraid, or cause fear for or by a third party.

3. **Interpersonal Violence** (including Dating and Domestic Partner Violence) – Harm or threat of harm by a current or former partner or spouse, or a person who is or has been in a social relationship of a romantic or intimate nature. The harm or threat of harm can involve physical, sexual, psychological, economic, emotional, or other aspects.

4. **Sexual Exploitation** – Taking non-consensual or abusive sexual advantage of another person for one’s own or another’s advantage or benefit.

5. **Non-Consensual Sexual Contact** (or attempt) – Any intentional sexual contact that occurs without consent or capacity to give consent or by use of force. Sexual contact includes touching
of a person’s intimate parts (including genitalia, groin, breast, or buttocks, or clothing covering any of those areas), or using force to cause a person to touch their own or another person’s intimate parts.

6. **Non-Consensual Sexual Intercourse** (or attempt) – Penetration of the vagina or anus with any object or body part, or oral copulation (mouth to genital contact or genital to mouth contact) without consent or capacity to give consent or by use of force.

7. **Retaliation** – Any adverse action taken against a person making a complaint of sexual misconduct, cooperating in an investigation or hearing of alleged sexual misconduct, or against any individual perceived to be involved in reporting, in an investigation, or hearing of sexual misconduct. Retaliation includes but is not limited to, confirmed or implied behaviors or actions (including electronic or on-line activity) which intimidate, threaten, or harass, or result in other adverse actions threatened or taken. An individual reporting sexual misconduct is entitled to protection from any form of retaliation following a report that is made in good faith, even if the report is later not substantiated based on the available evidence. Retaliation does not include good faith actions lawfully pursued in response to a report of prohibited conduct.

### Consent Defined

The university defines consent as an informed, freely given and actively communicated willingness to participate in sexual activity, expressed by mutually understandable, unambiguous words or actions.

### Adjudication of Consent

- The use of alcohol or other drugs does not diminish responsibility to obtain consent for sexual activity.
- Consent may not be obtained through the use of force (actual or implied, immediate or future), whether that force be physical, threat, intimidation, or coercion.
- It is the responsibility of the initiator of the sexual activity to ensure any person involved has given consent to engage in sexual activity.
- Individuals must ensure they have consent from all parties involved throughout any sexual activity.
- At any time, a participant can communicate that the participant no longer consents to continuing the activity, and sexual activity must be stopped immediately.
• Consent may not be given by someone who is not of legal age or who is mentally or physically incapacitated, including incapacitation caused by voluntary or involuntary consumption of alcohol, other drugs, or any other condition.

• A person who engages in sexual activity with someone who is known to be – or should have been known to be – mentally or physically incapacitated (including by alcohol or other drug use, sleep, unconsciousness, blackout, or any other condition) is in violation of this policy.

• Silence, previous or current dating or sexual relationship, will not be considered indicators of consent.

• A lack of physical or other resistance on the part of a participant does not constitute consent.

## Force Defined

Force includes the use of (a) physical violence, (b) threats, (c) intimidation, or (d) coercion.

a) Physical violence means that a person is exerting control over another person through the use of physical force. Examples of physical violence include hitting, punching, slapping, kicking, restraining, choking/strangulation, and brandishing or using any weapon.

b) Threats are words or actions that would compel a reasonable person in similar circumstances to engage in unwanted sexual activity. Examples include threats to harm a person physically, to reveal private information to harm a person’s reputation, or to cause a person academic or economic harm.

c) Intimidation is an implied threat that menaces or causes reasonable fear in another person. A person’s size, alone, does not constitute intimidation; however, a person’s size may be used in a way that constitutes intimidation (e.g., blocking access to an exit).

d) Coercion is the use of an unreasonable amount of pressure to gain sexual access. Coercion is more than an effort to persuade, entice, or attract another person to engage in sexual behavior. When a person makes clear a decision not to participate in a particular form of sexual contact or sexual intercourse, a decision to stop, or a decision not to go beyond a certain sexual interaction, continued pressure can be coercive. In evaluating whether coercion was used, the university will consider:

• The frequency of the application of the pressure;
• The intensity of the pressure;
• The degree of isolation of the person being pressured; and
• The duration of the pressure.
Incapacitation Defined

Incapacitation is a state where one cannot make reasoned decisions due to lack of ability to understand the who, what, when, where, why, or how of the sexual interaction. Incapacitation is a state beyond drunkenness or intoxication. A person who is physically or mentally incapacitated as a result of alcohol or other drug consumption (voluntary or involuntary), or who is unconscious, unaware, or otherwise physically helpless, is incapable of giving consent. If it is unclear whether or not a person is incapacitated, assume the person is unable to give consent.

Assessment of Incapacitation

In evaluating consent in cases of alleged incapacitation, the university asks two questions; if the answer to either of these questions is “YES,” consent was absent and the conduct is likely a violation of this policy:

- Did the person initiating sexual activity know that the other party was incapacitated? and if not,
- Should a sober, reasonable person in the same situation have known that the other party was incapacitated?

Amnesty

To encourage reporting, individuals who report sexual misconduct as claimants or witnesses/third parties, will not be subject to disciplinary action by the university for their personal consumption of alcohol or other drugs at or near the time of reported incidents, provided any such violations did not and do not place the health or safety of any other person at risk. Educational resources regarding alcohol or other drugs will be offered as appropriate.
Harassment

Willamette University recognizes that harassing conduct related to an individual’s sex, sexual orientation, gender identity, gender expression, or sexual orientation may occur in conjunction with conduct related to an individual’s race, color, ethnicity, national origin, religion, age, disability, or other protected status. Targeting individuals on the basis of these characteristics, in isolation or in conjunction with sexual misconduct, is a violation of the university’s Standards of Conduct. In these situations, the university will usually address, at the investigation and hearing stages, the harassing conduct related to the targeted individual’s sex, sexual orientation, gender identity, gender expression, or sexual orientation, together with the conduct related to the targeted individual’s race, color, ethnicity, national origin, religion, age, disability, or other protected status.

Standard 10. Harassment

Behavior that is so severe, persistent, or pervasive that it interferes with or limits a person’s ability to participate in or benefit from the university’s educational or employment opportunities, programs or activities; includes harassment on the basis of sex, race, cultural background, religion, political creed, marital status, age, sexual orientation, gender expression, or disability, as well as the existence of a hostile environment that is created, encouraged, accepted, tolerated or left uncorrected.

Statement Regarding Accessibility

Willamette University is committed to the full access and inclusion of all students in its processes and services. Accessible Education Services will assist with the coordination of reasonable and appropriate accommodations for students with documented disabilities, in accordance with Section 504 of the Rehabilitation Act of 1973 (504) and the Americans with Disabilities Act of 1990 (ADA). If you have questions or need assistance, please contact Sue Minder, Accessible Education Services Director, at 503-370-6737 or sminder@willamette.edu.
Appendix A2

Discriminatory Misconduct Policy and Protocol for Employees (1.08) (Including Harassment, Sexual Harassment/Misconduct or Illegal Discrimination)

Purpose:

Willamette University strives to provide a community where students, faculty, staff and others work, learn, and live together in an environment free of all forms of harassment, exploitation, intimidation and discrimination. Harassment and discrimination is demeaning to all persons involved, and subverts the mission of the University. Tolerance and respect for individual dignity and worth are guiding principles for our relations with each other.

The University can fulfill its distinctive mission only in an arena where ideas are vigorously debated, including those which some may find offensive, and where staff, students, and faculty respect one another's dignity in their common membership in a community of inquiry. We must take great care neither to stifle discussion nor to make it dangerous to speak one's mind. However, discriminatory harassment, as described herein, creates the potential of hostile employment or educational environments, compromising academic freedom and damaging the trust that we place in one another and will not be tolerated. Furthermore, discriminatory harassment is a violation of state and federal law.
Policy:
Willamette University prohibits and will not tolerate harassment or discrimination against any individual in the University community, including employees, applicants for employment or admission, students, volunteers, visitors, contractors, or other people engaged in University activities. This policy applies to all Willamette University employees and addresses all types of discriminatory misconduct, including harassment based on race, color, religion, sex, national origin, marital status, veteran status, actual or perceived sexual orientation, gender identity, gender expression or status with regard to pregnancy, disability, age, or any other basis protected by applicable local, state or federal law. This prohibition includes sexual harassment and discrimination.

The University also prohibits other forms of sexual misconduct including non-consensual sexual contact, non-consensual sexual intercourse and sexual exploitation, which includes domestic violence, sexual assault, dating violence, and stalking. These prohibitions may extend to reports of such behaviors outside Willamette’s employment environment such that employees may be subject to adverse employment actions for these violations even if occurring away from the workplace.

This policy addresses discriminatory misconduct between supervisors and employees, between fellow employees, between employees and students, between employees and candidates for employment, and between third parties such as vendors or visitors and employees or students. Willamette expects contractors and other third-party employers doing business on Willamette’s campus to abide by this policy. This policy applies to conduct which is or could be a violation of Title IX (gender), Title VI (race, color and national origin-based discrimination), Title VII of the Civil Rights Act, the Rehabilitation Act and Americans with Disabilities Act (disability-based discrimination), and to any other classifications protected by federal, state law, or Willamette University policy.

Procedure:
1. Policies concerning discriminatory misconduct involving Willamette University students, whether enrolled or visiting, may be found under the student policy titled (and linked) “Sexual Misconduct Policy & Protocol for Students.” If a complaint involves both employee(s) and student(s), or a
student who is also an employee of the University, a determination will be made as to the applicable policy and process. In general, if the respondent in a complaint is an employee, this policy shall govern. If the respondent is a student, the student policy shall govern. If the complaint is made by or about a student employee involved in a potential violation that has occurred in the course of his/her job, this policy will also govern. In any of these cases, both the Office of Human Resources and Student Affairs will typically be involved in the process of inquiry and any investigation where both students and employees are involved in the matter as respondents or complainants.

2. Any staff member, faculty member or student who believes he or she has been the subject of discrimination or harassment by an employee of the University should report the circumstances immediately to his/her supervisor, the supervisor of the person with whom he/she is having difficulty, or the Director of Human Resources. Likewise, any employee who feels that he/she has been harassed by a student or another member of the community should report such circumstances to his/her supervisor and/or Human Resources.

3. The University will not tolerate any retaliatory treatment or adverse consequences against a person who in good faith reports harassment or discrimination, provides information related to an incident, or participates in an investigation of an incident. Retaliation is a very serious violation and will result in disciplinary action if a person is found to be in violation of this policy, up to and including discharge.

4. Reports of harassment or retaliation will be promptly, thoroughly and impartially investigated. The University may be required to act upon receiving a report, even if the claimant does not want the University to take action. Inquiries will proceed pursuant to the, Procedural Guidelines for Addressing Claims of Harassment Involving Staff or Faculty at Willamette University (1.08a), which are considered part of this policy.

5. Prompt and appropriate corrective action will be taken for any conduct determined to be in violation of this policy. Sanctions for policy violations will take into account the respondent's history including any other policy violations, as well as the severity of the conduct found to be a policy violation and could include termination of employment. The university will take remedial action to protect against and eliminate the adverse effects of policy violations. Sanctions may include, but are not limited to warning (verbal or written), performance improvement plan,
required counseling, required training or education, probation, loss of annual pay increase, loss of position or demotion, suspension with pay, suspension without pay, or termination.

6. Confidentiality will be maintained to the extent possible. Dissemination of information concerning complaints, investigations, and corrective actions will be limited to those with a legitimate operational need-to-know.

7. Any employee affected by prohibited conduct may contact the following confidential resources for aid or assistance, including assistance in deciding whether or not to come forward with a complaint:
   1. University Employee Assistance Program: (800) 433-2320
   2. Salem Hospital: Sexual Assault Nurse Examiner (SANE Program): Confidential medical response, 24/7, at the Emergency Department. No appointment necessary. Location: 890 Oak St. Salem (across Bellevue St. on the south-side of campus. You have a right to have a support person during the process. Support advocates are available from the Marion County District Attorney's Office and Mid-Valley Women's Crisis Service.
   3. Center for Hope & Safety: which provides support for people of all genders, is an off-campus resource which is also confidential – their 24-hour hotline is 503-399-7722 or toll free in Oregon at 866-399-7722.
   4. National Sexual Assault Hotline provides anonymous and confidential support – their 24-hour hotline is 800-656-4673.
   5. National Domestic Violence Hotline and online chat 800-799-7233
   8. This policy is in addition to any other remedies available to a person affected by prohibited conduct which includes the right to file a criminal or civil complaint. The university will support a person's decision to file such complaints and will provide assistance if desired. This policy is also in addition to the right to file complaints with the Office for Civil Rights of the Department of Education, the EEOC or Oregon’s Bureau of Labor and Industries (BOLI).

9. Supervisors and other University officials receiving complaints of potential harassment or other discriminatory misconduct are required to consult with the Director of Human Resources, or a responsible Vice President or Dean, immediately upon receiving a complaint. A supervisor should not attempt to resolve a complaint of harassment without assistance from the Director of Human Resources, a Vice-President or Dean, or other Human Resources designee.

10. Managers and supervisors are encouraged to take prompt and appropriate action to address isolated instances of conduct that might, if repeated or continued, become a policy violation. Any supervisor who has reason to suspect conduct that may constitute harassment or
If an employee hears about sexual misconduct occurring in the student environment (non-work), all employees are required to report it to a Title IX officer. Any reports of sexual misconduct may also be made through the University’s online sexual misconduct reporting form.

12. If the report involves the sexual abuse of a minor (under the age of 18), in accordance with state law, employees have additional responsibilities as mandatory reporters of suspected child abuse (see Duty to Report Suspected Child Abuse and Sexual Assault/Harassment).

13. While non-supervisory employees are not required to report incidents between fellow employees in the employment environment (that do not involve a student), we strongly encourage that you refer coworkers to confidential resources that can assist them in assessing their situation.

Definitions related to this Policy:

**Discrimination** – Discrimination is treatment or consideration of, or making a distinction in favor of or against, a person based on the group, class, or category to which that person belongs, as defined in the University’s Non-Discrimination Policy, such that the distinction has an adverse effect on employment or access to educational services.

**Harassment** – Harassment is verbal or physical conduct that demeans or shows hostility toward an individual because of his/her race, color, religion, gender or gender identity, national origin, age, disability, sexual orientation, or that of his/her relatives, friends, or associates, or any other category protected by law and that: (1) has the purpose or effect of creating an intimidating, hostile, or offensive working environment; (2) has the purpose or effect of unreasonably interfering with an individual's work performance; or (3) otherwise adversely affects an individual's employment opportunities.

Harassing conduct includes, but is not limited to, the following: (1) epithets, slurs, negative stereotyping, demeaning comments or labels, threatening, intimidating or hostile acts that relate to race, color, religion, gender or gender identity, national origin, age, disability, sexual orientation or any other
category protected by law and: (2) written or graphic material that demeans or shows hostility or aversion toward an individual or group because of race, color, religion, gender or gender identity, national origin, age, disability, sexual orientation or any other category protected by law and that is placed on walls, bulletin boards, or elsewhere on the University's premises, or circulated in the workplace.

**Sexual Harassment** – Sexual harassment is a particular form of harassment as described above, but it is gender (sex) based. For the purposes of this policy, and utilizing the definitions established by the Equal Employment Opportunity Commission (EEOC), Willamette defines sexual harassment as follows:

1. Unwelcome sexual advances, requests for sexual favors, and other verbal or physical conduct of a sexual nature constitutes sexual harassment when (1) submission to sexual conduct is made either explicitly or implicitly a term or condition of an individual's employment or academic advancement, (2) submission to or rejection of sexual conduct influences employment or academic decisions affecting the individual, or (3) sexual conduct interferes with an individual's work performance or creates an intimidating, hostile or offensive work or academic environment.
2. Sexual harassment, like the broader “harassment”, may also include behaviors which create a hostile work or educational environment. Such behaviors include, but are not limited to, sexual jokes, calendars, posters, cartoons or magazines; derogatory or physically descriptive comments about or towards another individual; sexually suggestive comments; inappropriate use of University communications including e-mail and telephone, unwelcome touching or physical contact; sexual slurs; or comments that are demeaning which involve negative sexual stereotyping. Sexual misconduct may also take the form of more severe behaviors.

Where one party is in a position to extend academic or employment benefits to another, even a welcome, consensual, romantic or sexual relationship may raise, at a minimum, the appearance of impropriety and can create an unwelcome appearance of favoritism and bias. Such a relationship can lead to sexual harassment allegations if it later becomes unwelcome. Sexual harassment is not limited to situations where there is an unequal power relationship between parties, but such a relationship may make sexual harassment more likely. See Willamette’s [Consensual Relationships Policy](#) for more information about specific prohibitions and process.

**Domestic Violence** – Domestic violence is defined as a pattern of abusive behavior that is used by an intimate partner to gain or maintain power and control over the other intimate partner. Domestic
violence can be physical, sexual, emotional, economic, or psychological actions or threats of actions that influence another person. This includes any behaviors that intimidate, manipulate, humiliate, isolate, frighten, terrorize, coerce, threaten, blame, hurt, injure, or wound someone.

**Sexual Assault** – Sexual assault is defined as any type of sexual contact or behavior that occurs by force or without consent of the recipient of the unwanted sexual activity. Falling under the definition of sexual assault is sexual activity including forced sexual intercourse, sodomy, child molestation, incest, fondling, and attempted rape. It includes sexual acts against people who are unable to consent either due to age or lack of capacity.

**Dating Violence** – Dating violence is defined as violence committed by a person who is or has been in a social relationship of a romantic or intimate nature with the victim. The existence of such a relationship shall be determined based on a consideration of the following factors:

- The length of the relationship
- The type of relationship
- The frequency of interaction between the persons involved in the relationship

**Stalking** – Stalking is defined as a pattern of repeated and unwanted attention, harassment, contact, or any other course of conduct directed at a specific person that would cause a reasonable person to feel fear or suffer emotional distress.
Appendix B1

Alcohol and Drug Abuse
Drug-Free Schools and Community Act Amendments

Willamette University abides by the Drug-Free Schools and Communities Act Amendments of 1989, Public Law 101-226, as a condition of receiving funds or any other form of financial assistance under any federal program, to certify that it has adopted and implemented a program to prevent the unlawful possession, use, or distribution of illicit drugs and alcohol by students and employees. At a minimum, the University must annually distribute the following to each student and employee:

- Standards of Conduct that clearly prohibit, at a minimum, the unlawful possession, use, or distribution of drugs and alcohol by students and employees on University property or as any part of University activities;
- A description of the applicable legal sanctions under local, State, and Federal law for unlawful possession, use, or distribution of illicit drugs and alcohol;
- A description of the health risks associated with the use of illicit drugs and the abuse of alcohol;
- A description of any drug and alcohol counseling, treatment, or rehabilitation programs that are available to students and employees; and
- A clear statement that the University will impose sanctions on students and employees (consistent with local, State, and Federal law) and a description of these sanctions, up to and
including expulsion or termination of employment and referral for prosecution for violations of
the Standards of Conduct.

Alcohol and Drugs: An Informational Guide
The use of mood-altering chemicals is common in our society. Willamette University takes seriously its
responsibility to educate and inform members of its community – students, faculty and staff – about the
hazards of chemical use. The following text describes various drugs of abuse, hazards and short and
long-term effects. For further information, you may wish to check out the web site at:
www.drugfreeamerica.org. For further information, contact the staff of the Bishop Wellness Center or
any of the resources listed below.

● Self-Help Groups
  The following resources can be of help to people with substance abuse problems or to their
  friends and family. In Salem, call these self-help groups:
  ○ Alcoholics Anonymous .............................................................. 503-399-0599
  ○ Alcohol Abuse 24 Hour Assistance and Treatment ................... 1-800-234-1253
  ○ Alcohol & Drug Helpline/Youthline ......................................... 1-800-923-HELP
  ○ Alanon/Alateen (for friends, family) ......................................... 503-370-7363
  ○ Cocaine Anonymous ................................................................. 503-662-2463
  ○ Substance Abuse Helpline ......................................................... 1-800-888-9383
  ○ Narcotics Anonymous ............................................................... 503-990-0861
  ○ Crisis Hotline-NW Human Services .......................... 503-581-5535 or 800-560-5535
  ○ TDD .......................................................................................... 503-588-5833

● Outpatient Treatment
  ○ Bishop Wellness Center Health Services (for students) .............. x6062
  ○ Counseling Services (for students) ............................................. x6471
  ○ Employee Assistance Program, Cascade Centers, Inc............. 503-588-0777
  ○ (for Willamette University employees) ................................. 1-800-433-2320
  ○ Creekside Counseling (in Salem) ............................................. 503-371-4160

● Inpatient Treatment
  ○ Pacific Recovery, Inc. (Dana Point, CA) ................................. 800-793-5596
  ○ Pacific Ridge (Jefferson, OR) ..................................................... 503-361-7758
  ○ Serenity Lane (Salem, OR) ......................................................... 503-588-2804
  ○ Serenity Lane (Eugene, OR) ....................................................... 1-800-453-9905
  ○ Sundown Ranch (near Yakima, WA) ....................................... 1-800-326-7444
Where to go for help

Students

If you believe that you, a friend, or a family member is harmfully involved with alcohol or other drugs, seek help. There are resources available. Willamette University offers no-cost professional assessment, counseling and referral services to all students. There is an on-campus group for Adult Children of Alcoholics, an abstinence support group, and members of Alcoholics Anonymous willing to talk with you. We can work with you to find appropriate treatment services in Salem or in your hometown, if you prefer.

Counseling Services is located in the Bishop Wellness Center, South side of the Baxter Complex, and is open Monday through Friday, 8 a.m.-5 p.m. Students may call 503-370-6471 for an appointment. Indicate if it is urgent and you will be seen immediately. In case of an after-hours emergency, contact your Resident Assistant for immediate help. Counseling staff will be contacted. Senior Residence Life staff are also available 24 hours a day in case of an emergency.

In an after-hours emergency, call Campus Safety, 503-370-6911, or go directly to Salem Hospital, 890 Oak Street SE (phone 503-5200 or 503-814-1572). If someone needs medical help immediately, call 911.

Employees

For employees, the University provides counseling and referral services through Cascade Counseling Center. This is a completely confidential service. An employee or family member can call directly for an appointment, 503-588-0777. In case of an after-hours emergency, call 1-800-826-9231.
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Rohypnol  depressant
           (barbiturate/sedative)
Valium  depressant
           (barbiturate/sedative)
Xanax  depressant
           (barbiturate/sedative)

A significant risk of all drug and alcohol use is accidental injury. Alcohol or drug use impairs perception and motor coordination. Driving and operating motorized equipment under the influence of drugs and alcohol is the leading cause of accidents and Emergency Room admissions in all age groups. Purity of street drugs is always suspect as drugs are almost always cut with other substances, including rat poison and baking soda.

**Depressants**

Barbiturates, sedatives and alcohol are central nervous system depressants. There are over 2500 different forms of barbiturates. Barbiturates and sedatives have long been used for medical reasons. The medical use ranges from treatment of migraine headaches, peptic ulcers and as an anticonvulsant. Method of administration is oral, intravenous or intramuscular. Examples: Valium, Librium, Xanax, Rohypnol.

**Psychological effects**

- Calming effects ranging from less tension and anxiety to the euphoria of a “high”
- Hypnotizing effect, which impairs judgment
- Sense of “no worry”
- Disinhibition

With the progression of use there are increased mood swings, depression, irritability, manipulation, abusive behavior and drug-seeking behavior.
Physical effects

Short term:

- Calm anxiety
- Relax muscles
- Induce sleep
- Affect brain stem-inducing sleep
- Speech and movement
- Affect brain stem, including heart and lungs
- Tolerance (develops quickly)

Long term:

- Cardiovascular: bradycardia, hypertension
- Digestive: nausea, vomiting and constipation
- Nervous: agitation, confusion, ataxia, nightmares and nervousness
- Reproductive: fetal abnormalities, infant will experience withdrawal symptoms
- Respiratory: hypoventilation, apnea
- Other: liver damage, anemia

Psychological and physical dependence and addiction

High potential for both

When combined with alcohol, there is a high potential for toxic overdose and death because the combined effect is stronger than either alone.

Alcohol

Alcohol is the oldest and most commonly used central nervous system depressant. Within the last month approximately 98 million Americans consumed some form of alcoholic beverage. About 5,000,000 college students also had a drink, as did approximately one half of the 2,500,000 high school
students. Last week 1,500,000 college students had 5 or more drinks during one sitting. Yesterday about $200,000,000 was spent on alcoholic beverages.

**Psychological effects**

Alcohol affects the body and mind upon consumption. Effects include:

- Euphoria
- Increased risk-taking behavior
- Aggressive humor/behavior
- Feeling of decreased inhibitions
- Delusion
- Denial
- Tolerance
- Blackouts (amnesiac state during which individual appears to be functioning with awareness, but has no memory of any events at a later time)

Tolerance, blackouts and morning tremors are signs of the development of physical dependency.

**Physical effects**

**Short term:**

- Alteration of perception
- Feelings of no fear
- Sleepiness
- Increased urine output
- Elevated heart rate
- Lowered motor coordination
- High levels can cause coma and death.

**Long term:**
○ Mouth oral lesions run the risk of becoming cancerous
○ Deterioration of the stomach lining, can cause hemorrhage and ulceration
○ Kidney: inflammation and possibility of waste accumulating in the body
○ Increased risk of high blood pressure, strokes and arteriosclerosis
○ Calcium depletion causing brittle bones and increased fractures and back pain
○ Loss of muscle tone
○ Hormonal changes

**Psychological and physical dependence/addiction**

When combined with sedatives or narcotics, there is a high potential for toxic overdose and death because the combined effect is stronger than either alone.

**Rohypnol**

A sedative (related to benzodiazepines, i.e., Valium, Xanax) that is legal in Europe but not in the United States. Its legal use is for sleep disorders and as an anesthetic. It is known currently for its abuse as a drug used to rape, because the victims are quickly incapacitated and have impaired memory. In these instances, it has been put into the drink of the intended victim. It is also taken intentionally for the sedating effects. Street names are Rophies, LaRoche.

**Physical effects**

Same as other sedatives, but impaired memory, especially when used with alcohol, is severe, and may last 8-24 hours.

**Physical dependence and addiction**

High potential. When combined with alcohol, there is a high potential for toxic overdose and death.

**Psychological dependence**
Moderate to high dependence potential.

**Hallucinogens**

The only approved medical use of hallucinogens was as an anesthetic. The medical use of PCP was discontinued due to the hallucinogenic side effects. Native Americans use the hallucinogens, peyote and mescaline, during religious ceremonies. Examples: LSD, mushrooms, psilocybin, PCP.

**General symptoms of users**

- Trance-like states
- Confusion
- Hallucinations
- Euphoria
- Depression
- Dilated pupils
- Increased pulse
- Incoordination
- Labile mood
- Time/space distortion

**Psychological effects**

- Distortions in perceptions
- Euphoria
- Disturbed judgment
- Impaired short term memory
- Depression

**Physical effects**

- Increased pulse
- Withdrawal
Tolerance

Severe adverse effects

- Anxiety reaction
- Flashbacks
- Accidents
- Schizophrenia-like episode; sometimes long-lasting and difficult to treat
- Irrational acts done while under the influence

Physical dependence and addiction

None or low potential

Psychological dependence

Low to moderate potential

Marijuana

The psychoactive components of marijuana are actually hallucinogens; the difference lies in their effective dose. Cannabis is less potent and must be taken in very large doses to obtain all the effects caused by the other hallucinogens. Method of ingestion is smoking or eating.

Psychological effects

- Mild euphoria
- Decreased inhibitions
- Depression
- Acute panic reactions
- Toxic psychosis
- Amotivational syndrome
Neurological effects

- Incoordination
- Involuntary movements
- Tremors
- Headaches
- Light sensitivity
- Short-term memory impairment
- Numbness Mild slowing in alpha-wave frequency
- Dizziness
- Increase in stage 4 sleep and decrease in REM sleep

Physical effects

- Disruption of menstrual cycle
- Possible infertility or difficulty with conception
- Long-term use may result in birth defects similar to Fetal Alcohol Syndrome
- Lowering of body temperature (compounding problem of infectious disease)

Physical and psychological dependence and addiction

Low to moderate potential. (Withdrawal effects reported. Moderate to high potential for psychological dependence.)

Narcotics

Narcotics vary in potency, speed by which effects are produced, the degree to which they are effective, and the duration of action. They are unique in their ability to reduce or eliminate severe physical pain,
which is their major medical use. Ingested by smoking, orally or intravenously. Examples: morphine, codeine, dalmane, demoral, heroin (see below).

**Psychological effects**

- Euphoria

**Physical effects**

- Drowsiness
- Lethargy
- Slurred speech
- Bobbing head
- Constipation
- Flushing skin, face, neck, chest, pupils
- Nausea
  
  Rapid tolerance

**High and rapid physical and psychological dependence and addiction**

High potential for both. When combined with sedatives or alcohol, there is a high potential for toxic overdose and death because the combined effect is stronger than either alone.

**Heroin**

Heroin is a highly addictive drug derived from morphine, which is obtained from the opium poppy. It is a “downer” that affects the brain's pleasure systems and interferes with the brain's ability to perceive pain.

**Psychological effects**

- Euphoria
- Clouded mental functioning
Physical effects

Short term:

○ Flushing of the skin
○ Heavy extremities
○ Dry mouth
○ Alternating wakeful/drowsy
○ Slowed, slurred speech
○ Constricted pupils
○ Slow gait
○ Vomiting
○ Constipation

Long term:

○ Collapsed veins
○ Infection of the heart lining/valves
○ Abscesses
○ Cellulite
○ Liver disease

Physical dependence and addiction

Highly addictive – with regular use, tolerance develops and the abuser must use more heroin to achieve the same effect

Steroids

These are psychoactive chemicals made of male hormones.

Effects

○ Elevated mood
- Aggressiveness, rage
- Difficulty concentrating
- Paranoia
- Liver cancer
- Females – increase in body hair, lowered voice
- Males – testicular atrophy

High risk of injury because muscle mass is all that increases; tendon strength remains the same.

**Physical and psychological dependence and addiction**

High potential

**Stimulants**

Synthetic CNS stimulants consist of amphetamines, methamphetamines, Ecstasy and dextroamphetamine. These include diet pills, Cylert, Ritalin and Preludin.

**Natural CNS stimulants are caffeine:**

- Chocolate
- Coffee
- Colas
- No Doz, Alert, Vivarin Tea
- Chai

**Nicotine:**

- Chewing tobacco
- Cigarettes, cigars
- Pipe tobacco
- Snuff
(Cocaine is the best known CNS stimulant and will be addressed below.)

Methods of administration are drinking, snorting, injecting and smoking.

**Psychological effects**

- Anxiety
- Irritability
- Insomnia
- Loss of appetite
- Paranoia
- Excitability
- Toxic psychosis

**Physical effects**

- Increased motor activity
- Increased and rapid speech
- Dilated pupils
- Dry mouth
- Tolerance develops quickly

**Physical and psychological dependence and addiction**

High potential for both

**Cocaine**

Cocaine is sometimes cut with amphetamine or local anesthetics such as benzocaine or lidocaine. It is also sometimes mixed with heroin to intensify effects; this is called “speedballing.” The reactions to cocaine and route of ingestion are similar to other CNS stimulants.
Chronic high dose use:

- Hyperstimulation
- Intense paranoia
- Headaches
- Auditory and visual hallucinations
- Loss of appetite
- Nosebleeds
- Irregular heart beat
- Seizures/convulsions
- Shortness of breath
- Intense anxiety and depression
- Cardiac arrest

These reactions can occur the second or third time a person uses cocaine. Some individuals are highly sensitive to cocaine.

Physical and psychological dependence and addiction

High potential for both

MDMA-Ecstasy (3-4 methylenedioxymethamphetamine)

This amphetamine-like drug is an analogue of MDA. Street names include MDMA, MDA, Adam, Ecstasy and XTC. It produces LSD effects (minus the hallucinations) such as increased self-awareness, removes communication barriers and seems to remove fear response. Synthesized about 70 years ago for use as an appetite suppressant, Ecstasy is now sold in tablets and capsules. The effects last about six hours. Recent studies suggest usage of this drug may have long-term damaging effects on the brain.

Physical effects

- Increased heart rate
- Increased blood pressure
Irregular heart beat

Psychological effects

- Panic attacks
- Anxiety
- Sleep disorders
- Drug craving
- Rebound depression

Methamphetamine

Methamphetamine (meth) is a synthetic drug manufactured in clandestine labs, and is categorized as a central nervous system stimulant. It is known as “speed” or “crystal” when it is swallowed or sniffed; as “crank” when it is injected; and as “ice” when it is smoked. All forms are extremely dangerous and induce long-lasting, debilitating effects.

Physical effects

- Increased blood pressure
- Increased pulse/heart beat
- Increased respiration
- Sweating
- Dry mouth

Psychological effects

- Mental confusion
- Severe anxiety
- Paranoia
- Potential for violent behavior
Depression

Physical and psychological dependence and addiction

High potential for both

What Is Dependence?
Dependence results from continued, prolonged use of alcohol and/or other mood-altering drugs.
Genetic predisposition is an additional risk factor.

Experimentation: learning the mood swing

- Use of a mind-altering chemical two-three times.

Social use: seeking the mood swing

- One knows the effect of the chemical and uses to feel the related effect.
- Use of chemical with others and/or at social events.
- Controlled use of mind-altering chemical.
- Chemical use does not interfere in any aspect of one’s life.
- Chemical use does not interfere with relationships.
- Chemical use is open.

Abuse: harmful use

- Socializing is increasingly focused on the chemical of choice being available.
- Chemical abuse is interfering with many aspects of a person’s life.
- Use is interfering with relationships (people are voicing concern about use).
- Chemical user is hiding his/her use, minimizing amount and time spent using.
- Thinking errors are being employed to continue one”s use (justifying, rationalizing, minimizing, denial of level of use and its consequences).
- Chemical user is developing self-made contracts (i.e., “I will only use on weekends”).
- Positive social activities are being discontinued.
- Tolerance and preoccupation are occurring.

Dependence: using to feel normal

- Failing self-made promises to reduce or quit use.
• Social activities are replaced or consumed with chemical use.
• Use is interfering with relationships and major areas of life (school, work, etc).
• Chemical use is occurring when one is alone and prior to attending social events.
• Tolerance, physical and/or psychological dependence exists.
Appendix B2

Alcohol Policy

Purpose

Due to the persistence of underage consumption of alcoholic beverages, Willamette University’s policy and procedures use an educational and a regulatory standard for addressing the use of alcohol. Willamette University does not approve of the illegal consumption of alcoholic beverages by underage persons. Moreover, Willamette University condemns the abuse of alcoholic beverages. This alcohol policy is intended to serve the following objectives:

- To promote legal and responsible behavior around alcohol use by members of the University community;
- To address the use and effect of alcohol in our community, with an intent to encourage responsible decision-making;
- To aid individuals experiencing difficulties associated with the use of alcohol.

Policy

- Individuals twenty-one (21) years of age or older may consume alcohol in accordance with this policy.
- Open containers of alcoholic beverages are not permitted in public areas unless use follows university policy and procedures.
• Individuals not of legal drinking age (not yet 21 years old) are not permitted to consume, or be under the influence of alcohol.
• No person shall misuse or abuse alcohol.
• No person shall sell, give or otherwise make available any alcoholic beverage to a person under the age of 21 years.
• No person shall sell, give, or otherwise make available, any alcoholic beverage to any person who is “under the influence” as defined in 4-1 of this policy.
• The policy applies to all students, faculty, and employees.
• Failure to observe these policies, procedures, and regulations shall constitute a violation of University policy and may subject the individual(s) or group(s) to sanctions outlined in the Standards of Conduct, and the appropriate faculty/employee handbook.
• A community member’s familiarity or understanding of laws, this policy, and the following procedures and regulations, does not constitute an excuse for irresponsible/illegal behavior, or for violations of this policy, and its accompanying procedures and regulations.

PROCEDURES

1. Use is allowed in individual student rooms in residences and apartments where/when
   1. Use is consistent with and following Oregon State law.
   2. Occupants and participants are abiding by all University policies.
   3. The private gatherings in student rooms and apartments follow the law. Private gatherings that follow our policies are not considered university social functions, and generally need not be registered.
   4. A gathering in an individual student room where alcohol is present does not exceed a safe and manageable occupancy for that room. The University defines “safe and manageable occupancy” as no more than three (3) times the residential occupancy for that room.
   5. Regardless of the number of persons in an individual student room, a University employee may enter a room to ensure compliance with health and safety standards, or if there is reason to believe that there have been violations of University policy or state and federal law.
   6. Open containers of alcoholic beverages are not permitted in public areas.
   7. A student room or apartment is considered public if the door to the hallway is open.
2. Use in other University Facilities/Common Areas

1. When alcohol is to be served in any Willamette University approved facility or function, the Alcohol Use Request must be submitted online ten (10) working days prior to the event and receive final approval by the Vice President for Planning and External Affairs, or designee. Approval verification may be sent to the following offices as deemed appropriate: campus safety, food service, an appropriate building manager, and the director of scheduling, event, and conference services.

2. Consistent with the general alcohol policy regulations, alcohol may be served at catered events (i.e., receptions, dinners), in the following buildings (excluding classrooms) Upon approval of the Alcohol Request Form:
   - University Center
   - Playhouse
   - Art Building
   - Smith Fine Arts Building
   - Law School
   - Mudd Building
   - Waller Hall
   - McCulloch Stadium patio
   - Montag Center recreation area
   - Thetford Lodge
   - Kaneko Commons Atrium
   - Ford Hall special event area
   - Goudy Commons
   - Sparks Recreation Center
   - Mary Stuart Rogers Music Center
   - Hallie Ford Museum of Art
   - Residential Common Areas (summer)
   - Hatfield Room in the Hatfield Library
   - Concrete areas outside of Rogers Rehearsal Hall, Law School Student Lounge and Atkinson Graduate School
   - Law/Carnegie Building
   - University Services Annex
   - Atkinson Annex
   - Portland Center

3. A notice of the approval of the Alcohol Request Form shall be displayed at the event.
4. In instances where a registered event is only utilizing a portion (i.e., room/area) of a building, the serving and consumption of alcohol must be confined to the specific registered or designated area (i.e., room).

3. Use at on/off-campus University sponsored events & travel
   1. This alcohol policy is in effect off-campus, and at University sponsored events.
   2. Contracting for alcohol, without an approved alcohol permit, and an approved certificate of insurance, is a violation of the policy.
   3. Employees may be authorized and approved to purchase alcohol as a part of a meal expense, where the purchase follows policy guidelines and is authorized and approved through a Dean or Vice President.
   4. Employees should consult and review applicable employee handbooks policy guidelines, and review this alcohol policy and its associated procedures, prior to consuming or purchasing alcohol, when on a university trip/travel, or, at University-sponsored events on/off campus.
   5. Students should review the University Standards of Conduct, including review of this alcohol policy and procedures, prior to consuming alcohol on a university trip/travel, or at a University-sponsored event on/off campus.
   6. Employees and students will be held responsible for their behavior while consuming alcohol during University travel, and at on/off-campus University events or functions.
   7. Students or employees driving on University business, or driving vehicles on behalf of the University, are prohibited from consuming alcoholic beverages before driving.
   8. University employees are expected to be professionally responsible when consuming alcohol during work hours, when they are representing the University, or, at University-sponsored events.
   9. Consumption of alcohol at events where employees represent the University, or at events sponsored by the University, shall not violate the consumption limits defined in section 4.1 of this policy, or violate any applicable laws and regulations.
   10. An alcohol use permit is required when University controlled money is used to obtain and/or serve alcohol at an event or activity off campus in private residences. In general, these events must be serviced through the approved Willamette vendor.

4. Procedural regulations
   1. The University defines “under the influence” as any noticeable level of alcohol use where perceptible impairment of mental or physical capacity is present, and/or, when having a blood alcohol level of .08 or higher.
   2. Any noticeable level of alcohol present or perceptible in an underage student (not yet 21) is a violation of this policy.
   3. Alcohol may not be served or consumed in any outdoor areas of the campus during the academic year except those specifically defined in 2.2.
4. Direct or indirect sale of alcohol is prohibited without the written permission of the Vice President for Planning and External Affairs.

5. To request an activity or event where alcohol will be served, access the Alcohol Use Request form online, submitting it at least ten (10) working days prior.

6. When alcohol is to be consumed on campus, or when a contract is engaged for alcohol to be provided off campus through another third party vendor, an Alcohol Use Request form must be submitted and approved at least 10 days prior to scheduling, or contracting, for the event.

7. No contracted use of alcohol, on or off campus, is permitted without an approved Alcohol Request form.

8. Alcohol must be distributed through a Willamette approved third party vendor, unless otherwise approved by the Vice President for Planning and External Affairs.

9. When alcohol has been approved to be served in University facilities or sponsored events, it is approved with the intent that participants will not leave the facility or event, and operate a vehicle under the illegal influence of alcohol, as defined in section 4.1 of this policy.

10. Alcoholic beverages will not be served or consumed at events where attendance is open to those other than members of the Willamette community and approved guests of the University.

11. Willamette participants in a sponsored event may be required to produce current Willamette University ID. A guest of any Willamette University community member must produce identification (e.g., driver’s license, University ID) verifying at, or above age status, when asked.

12. Willamette University community members are responsible for the conduct of their guests. The University reserves the right to require guests to leave an event.

13. Alcoholic beverages or offering of alcoholic beverages will not be mentioned or implied in publicity or announcement of an event.

14. Open containers of alcoholic beverages are not permitted in public areas outside an area specifically designated and approved for alcohol use.

15. Alcohol will not be the main focus of an event.

16. Appealing non-alcoholic beverages and food must be served at all events while alcohol is being consumed or served. Food and non-alcoholic drinks must be displayed as prominently as alcoholic beverages.

17. The area where alcohol is served or consumed must be cleared and cleaned immediately following the event. Sponsors of the event will clear and clean this area or will make arrangements to have this done.

18. The presence, possession, or use of common source containers of/for alcoholic beverages, other than when approved for a registered and approved event, is prohibited.
Approval is obtained by the third party vendor through the express written permission of the Vice President for Planning and External Affairs.

19. The availability and use of common source containers at approved events will be at the sole discretion of the University.

20. Student body activity fees, or any special fee or levy initiated through University-sponsored or supported student organizations, may not be used for purchase of alcoholic beverages.

21. An event where alcohol is present may not exceed a safe and manageable number of people at any one time. The University will determine this number.

22. All entrances and exits of University facilities where alcohol is served must be monitored to the satisfaction of the third party vendor who holds the OLCC alcohol permit for the event.

23. In the case of a large event (as defined by the University), organizers must arrange through the third party vendor and Campus Safety for security to be provided for the duration of the event.

24. A member of the University staff shall take measures to stop an activity where alcohol is served or consumed if there are problems or violations that cannot be readily corrected.

25. The third party vendor holds a responsibility for monitoring the use of alcohol at catered events and is authorized to suspend alcohol distribution.

26. Students, faculty, staff and administrators will be held directly responsible for the destruction of personal or public property, the violation of the safety or rights of other persons, the violation of any state or federal law, or the violation of any other campus regulations, which may occur while they are under the influence of alcohol. Such behavior will result in disciplinary action by the University or by local, state or federal law enforcement.

27. All events must comply with applicable Oregon Liquor Control Commission guidelines.

28. Open containers of alcoholic beverages are not permitted in public areas. A student room or apartment is considered public if the door to the hallway is open.

29. Students and guests consuming alcohol may be required to present identification and verification of age.

30. Applicable state and federal laws related to alcohol or other drugs, required for compliance with the Drug Free Schools and Campus Act, are found in Addendum A of this policy.

31. Addendum (B) contains Willamette Standards of Conduct sanction information related to infractions of the alcohol policy.

5. Enforcement

1. Any member of the University community should refer violations of this policy to Campus Safety, or an appropriate official for review and response.
2. Violations of the Alcohol Policy by students, or student groups, will be adjudicated through the Standards of Conduct Policies and Procedures.
3. Violations of the Alcohol Policy by University employees, departments, or department-sponsored groups will be referred to a dean/administrator for appropriate response or action.

Definitions

**Common Source Container** - Common source containers of/for alcoholic beverages include, but are not limited to kegs, beer/party ball, bulk containers requiring a tapping or spigot device, punch bowls, trash cans, or other containers used to dispense alcohol greater than 1.5l.

**Under the Influence** - The University defines “under the influence” as any noticeable level of alcohol use where perceptible impairment of mental or physical capacity is present, and/or, when the blood alcohol content of the person exceeds a blood alcohol level of .08 or higher.

**Public area** - A student room or apartment is considered public if the door to the hallway is open. All other areas on campus are public areas and subject to regulation.

**Safe and manageable occupancy in residences** - The University defines “safe and manageable occupancy” as no more than three (3) times the residential occupancy for the student room.

**OLCC** - The Oregon Liquor Control Commission.
In Oregon, the Controlled Substance Schedule upon which the drugs appear determines penalties for possession and distribution of illicit drugs. In the discussion below, the term “controlled substance” is employed instead of “illicit drugs.” Alcohol sanctions are listed separately.

- Manufacture or distribution of controlled substances
  - Schedule I (including heroin, LSD, peyote, mescaline, and psilocybin)
    - Class A felony (up to 20 years and up to $100,000 fine plus twice the value of any resulting gain of property or money).
  - Schedule II drugs (including opium, cocaine, methamphetamine):
    - Class B felony (up to 10 years and up to $100,000 fine plus twice the value of any resulting gain of property or money)
  - Schedule III drugs (including amphetamine, depressants, PCP):
    - Class C felony (up to 5 years and up to $100,000 fine plus twice the value of any resulting gain of property or money).
  - Schedule IV drugs (including various prescription drugs):
    - Class B misdemeanor (up to 6 months and up to $1000 plus twice the value of any resulting gain of property or money).
  - Schedule V drugs (including other less dangerous prescription drugs and small amounts of certain drugs):
    - Class C misdemeanor (30 days and up to $500 plus twice the value of any resulting gain of property or money).

- Unlawful possession of controlled substances
  - Schedule I drugs
    - Class B felony (up to 10 years and up to $100,000 fine plus twice the value of any resulting gain of property or money).
  - Schedule II drugs
    - Class C felony (up to 5 years and up to $100,000 fine plus twice the value of any resulting gain of property or money).
- Schedule III drugs
  - Class A misdemeanor (up to 1 year and up to $2500 plus twice the value of any resulting gain of property or money).

- Schedule IV drugs
  - Class C misdemeanor (up to 30 days and up to $500 plus twice the value of any resulting gain of property or money).

- Schedule V drugs
  - Violation ($250 plus twice the value of any resulting gain of property or money).

In addition to the penalties set out above, the court may order the defendant to pay the cost of prosecution, and the defendant's vehicle used in the crime may be forfeited to the state.

- Marijuana – Oregon State Law
  - Possession and use of marijuana is allowed for persons over the age of 21. Up to eight ounces of usable marijuana is allowed in your home, and up to one ounce in your possession outside your home.
  - Use of marijuana is allowed only on private property and out of view of the public.
  - A total of four marijuana plants are allowed per residence and must be out of public view.
  - Recreational marijuana can neither be bought nor sold in the State of Oregon at this time. A licensing process for retail sales is underway and will begin sometime in 2016. Until that time, only sharing or giving away marijuana to another person is legal.
  - Marijuana cannot be transported over state lines. Although marijuana can be legally purchased in the State of Washington and legally possessed in the State of Oregon, it is a violation of Federal law to transport marijuana across state lines.
  - Although the use of marijuana is legal in Oregon, you can be arrested for Driving under the Influence of Intoxicants (DUII) if you are found to be driving a vehicle impaired. This includes bicycles and boats operated on streets, waterways or other property open to the public.
Marijuana – U.S. Federal Law

- It is still illegal to possess, purchase or sell marijuana according to United States Federal law.
- Willamette University complies with federal laws regarding the possession of marijuana. **Possession or use of marijuana on Willamette University property is prohibited at all times.**

Alcohol

Minors in possession of alcohol

Under Oregon law, any attempt to purchase alcohol by a person less than 21 years of age is a violation and may carry a fine of up to $250. Providing liquor to a person under 21 years of age is a Class A misdemeanor with jail time up to 1 year and a fine plus restitution and community service.

The mandatory minimum fines are based on the number of convictions:

- First conviction: $350
- Second conviction: $1000
- Third or subsequent conviction: $1000 and 30 days.

Driving Under the Influence of Intoxicants

A person commits the offense of driving while under the influence of intoxicants (DUII) if he or she drives a vehicle while having a blood alcohol level of .08 or higher. This statute extends both to alcohol and controlled substances. For drivers under the age of 18 years, any detectable amount of alcohol (above .00 blood alcohol level) is grounds for losing their licenses until they are 18. There are also
sanctions against drinking alcohol in a motor vehicle upon a highway and having open containers of alcohol in an automobile upon a highway.

Providing Alcohol to Others

The law opens the door to the possibility of a social host being liable for damages incurred or caused by intoxicated guests. A critical element in this statute is service of an alcoholic beverage to a person while he or she is visibly intoxicated.

Federal Statutes

The federal system establishes penalties for possession and distribution of controlled substances based on the Schedule of the drug (see above) and the amount involved. In addition, the statutory penalties for possession and distribution are subject to the “Sentencing Guidelines for U.S. Courts.” Use of these guidelines may lead to higher offense levels and to stricter penalties than otherwise indicated. Courts must make adjustments in the offense level for victim-related considerations, defendant’s role in the offense, multiple counts, obstruction and acceptance of responsibility. The guidelines establish sentences for each offense based on the defendant’s criminal history.

Federal penalties range as follows:

Manufacture, distribution, or trafficking of large amounts of heroin, cocaine, PCP, methamphetamine, Schedule I and II hallucinogens, marijuana, hashish, or any of their derivatives: 30 years to life regardless of the defendant’s criminal history

Possession of any Schedule III, IV, or V drug if the defendant has the lowest level of criminal history: 0 to 4 months

If serious injury or death results from the crime, minimum sentences of up to 10 years (in the case of serious injury) and 20 years (in the case of death) plus a fine of up to $4,000,000 may be added. These
penalties may be doubled for defendants with past felony drug convictions. Penal sanctions in the federal system are “real time” with reductions in sentences only for good behavior. Federal defendants may also be required to pay restitution if convicted of a drug-related crime. Their property gained or used in the crime may be forfeited to the federal government.

ADDENDUM (B)

Alcohol Policy sanctions for students will be administered under the policies and procedures of the Standards of Conduct,

- Sanctions will be administered for the abusive use of alcohol.
- Sanctions generally include an educational component.
- Sanctions may include suspension of privileges to serve, possess or consume alcohol on campus in University-owned facilities, or at University-sponsored events.
- Repeat or egregious violations or behaviors by students may require more comprehensive educational sanctions including outpatient treatment and assessment.
- The University may require students to not be present where alcohol is served or consumed, including but not limited to, their own private residences on campus.
- Egregious or unhealthy use of alcohol, or repeated violations of this policy, may cause the University to contact a student’s parent/guardian in accordance with FERPA guidelines.
- Repeated or egregious violations by students may lead to suspension or dismissal.
Appendix C

Safety and Health Programming - Calendar Year 2017

Fall & Spring Prevention Programming

January

Consent Is Awareness Campaign
Sign a poster defining consent, discussion of consent, and decorate cookies
January 31, 5pm-7pm Goudy

February

Consent Is Awareness Campaign
Sign a poster defining consent, discussion of consent, and decorate cookies
February 2 and February 7, 11am-1pm Goudy

Results:
A total of 158 WU students, faculty, staff, and visitors participated in the discussion. 118 signed the poster boards. One Consent Is Poster was placed on the awning from Feb 21 to Feb 28, along with information on the “Consent Is” Awareness Campaign. The posters will be kept and continue to be signed at upcoming outreach and education events.

Safer Sex or Safer Sox?
February 13 4:30pm-6:30pm UCC 2nd floor Cat Cavern
February 28 5:00pm-7:00pm Goudy
In what situation is it safe for sex (using condoms) or wearing a sock (clothing)?
Test your knowledge!
Meet with WU’s Prevention Educator.

March

Meals and discussion of programming (BY INVITATION ONLY)
Mon 3/5 5:00pm-6:30pm Goudy
Mon 3/19 11:30am-1:00pm Goudy
Mon 4/2 5:00pm-6:30pm Goudy
Tues 4/17 5pm-7:00pm TBD - Bystander pilot training
Safer Sex or Safer Sox?
March 5, 11:00am-1:00pm, Goudy
In what situation is it safe for sex (using condoms) or wearing a sock (clothing)?
Test your knowledge!
Meet with WU’s Prevention Educator.

Step UP! Short videos and Talk Back on Consent with Jackie & Andrea
March 12 7:00PM-8:30PM, E&E
Student leaders including RAs, Opening Days, student government, and student athletes strongly encouraged to attend.

Be a Spring Break Smartie!
March 12, 13, 14, 11:00AM-1:30PM, Jackson Plaza
Pick up some safety facts about spring break and learn about upcoming prevention events.

April

White Ribbon Campaign
4/2, 4/4, 4/11, 4/16 at Goudy, UCC over lunch/dinner hours.
Handing out a white ribbon so that members make a personal pledge to never commit, condone, to remain silent about violence against women and girls.

Domestic Violence Escalation Workshop
April 9, 7:00pm-8:30pm
An interactive workshop on the warning signs of relationship abuse and what you can do to stop it from occurring. Addresses issues of IPV and bystander prevention.

Sexual Harassment in the Workplace
April 11, 6:30pm-8:00pm, UCC Alumni Lounge
Two Oregon attorneys will be battling it out: an employer and employee side attorney will join us for a discussion on what to do when sexual harassment occurs in the workplace. Open to all of the WU community. Students strongly encouraged to attend and participate.

“It Happened Here“ Film Screening and Talk Back with Jackie & Andrea
April 16, 6:30pm, Ford Hall 122
Film screening and discussion about the topic of campus sexual assault.

Denim (Wear Jeans) Day
April 27, 11am-2pm
Stop by our table booth at Jackson Plaza, from 11am-1pm, to show solidarity to survivors around the world, protesting misconceptions against sexual assault. Learn about “Wear Jeans” day.

Take Back the Night
April 28
Hosts: SARA and SFF
SA: Sponsor support organization

**August**

This program allows survivors of sexual assault, relationship/partner violence, stalking, or other forms of power-based personal violence to tell their story in a supportive environment in order to begin the process to reclaim control over what occurred.

**Sexual Misconduct Policy & Protocol Training for New Faculty/Staff/Student Leaders:** mandatory training for faculty and staff (including student staff) regarding their duties to report child abuse, required sexual misconduct reporting responsibilities, what Title IX means, what resources are available to assist students and staff in reporting and receiving assistance for TIX related matters, how to utilize sexual misconduct website and TIX staff for reporting, the life of a report, how to assist a student in crisis utilizing the “SILVER” method, ongoing and current programming related to TIX at the University and how they can be involved in the prevention of TIX-related instances in our campus community.

**Online Sexual Harassment Education Modules** - Annual distribution of University policy regarding prohibited discrimination to all employees.

**Think About It Online Module** - two sections of the online module were launched (one for undergraduate students, the other for our two graduate schools, Law and Business). Completion of the module was a requirement for all incoming students. The module included information about Title IX, dating violence, domestic violence, sexual assault and stalking dynamics and managing use of alcohol and other drugs. Completion rate was over 90%.

**September**

**PASSIVE**

Social Norming Poster Campaigns -
Nov - Feb - Alcohol & You - Rotating posters outlining percentage of alcohol use among WU and nation-wide responses to NSSE; resources around cessation and abuse info.
Consent T-shirts handed out April; t-shirts that promote basic tenants of consent and respect to be worn by students around campus

**October**

**Fraternity/Sorority Advisor Training:** Volunteer alumni advisors were trained on interpersonal violence issues, Title IX process and requirements, and prevention.

Monthly:
**Title IX Volunteer Training:** (~20) trained on various topics and their roles within the TIX process.