WILLAMETTE UNIVERSITY
FIRE SAFETY
AND
SECURITY REPORT
for 2012
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ANNUAL SECURITY REPORT

Overview
At Willamette University, we are committed to ensuring the safety of each member of our community. Campus Safety and other university departments work together to deter crime and constantly improve the safety and security measures already in place. But safety at Willamette is a shared responsibility, and your involvement is essential in achieving a secure and inclusive campus environment. You are encouraged to read this document and familiarize yourself with the information it contains as a step toward increasing your personal safety and that of others in our community.

The Security Report and Fire Safety Report contain important information for the Willamette community and are published in compliance with the provisions of the Jeanne Clery Disclosure of Campus Security Policy and Campus Crime Statistics Act. The Clery Act requires all universities that receive federal student financial aid to report crime data and to disclose campus safety and security policies to its campus community annually. Within this report you will find information about key university policies; personal safety and crime prevention information; how to report criminal activities; and required Clery Act reported crime statistics for the last three calendar years. Also included is the university’s annual fire safety report containing information about campus fire safety policies and procedures, along with other important safety-related standards of the university.

ABOUT WILLAMETTE UNIVERSITY

Willamette University is committed to keeping a safe and secure environment. The university’s park-like setting is located within a downtown urban area, surrounded by the Oregon State Capitol mall, the Salem Health regional medical center, and a residential and mixed retail use area. We acknowledge that we are not immune from crime, or criminal activity, and for this reason we are proactive in our crime prevention and education efforts.

Our professionally trained Campus Safety staff, Campus Life staff, faculty, staff, and students respond to information they receive about crime and other serious incidents and contribute their diligence and thoughtfulness as we strive for a safe community environment.

Geography

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
The university leases 5070 square feet, located at 905 NW 12th Avenue, in Portland Oregon. For the first 6 months of 2013, the university leased 5005 square feet of space, at 1120 NW Couch Street, 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 west of the main campus. This property offers students, faculty, and staff opportunities for academic research, experiential learning and other kinds of co-curricular learning.

Willamette leases a space in Spain for its Grenada Exchange Program classroom location. This program, in Grenada Spain, is for Willamette students and students enrolled at the Northwest Consortia partner colleges. The Willamette University Grenada facility is situated at Plaza de los Campos, 4 – 2º A, 18009 Granada, Spain. It is 132,069 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. We currently have 41 students utilizing the facilities, and 35 students are expected to be enrolled in spring 2014. Grenada 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 are 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.

**PREPARATION OF THE ANNUAL SECURITY REPORT AND DISCLOSURE OF CRIME STATISTICS**

Willamette University complies with the Jeanne Clery Disclosure of Campus Security Policy and Crime Statistics Act (20 USC, Section 1092(f)). The Act is a federal law that requires universities to disclose certain timely and annual information about campus crime and security policies. The Clery Act requires colleges and universities to maintain a current crime log and publish a security report every year by October 1.
The report contains three years of crime statistics and certain policy statements including sexual assault policies which assure basic victims’ rights, the law enforcement authority of university police or security, where and how students, staff, faculty, and visitors go to report crimes. The complete text of the Clery Act and the related U.S. Department of Education regulations are available on the Clery Center for Security on Campus, Inc. at www.clerycenter.org.

Apart from this report, Willamette University will, upon written request, disclose to the alleged victim of a crime of violence or a non-forcible sex offense a report on the result of any disciplinary proceeding conducted by the university against a student who is the alleged perpetrator of such crime or offense. If the alleged victim is decreased as a result of such crime or offense, the next of kin of such victim shall be treated as the alleged victim for purposes of this disclosure.

The Higher Education Opportunity Act (HEOA) of 2008 requires higher education institutions to annually report fire safety information to the US Department of Education (DOE). All eligible campuses are required to make public their fire safety information and fire statistics. The report is intended to inform current and prospective students and the university community of the fire safety programs and policies in place, and the institution’s state of readiness to detect and respond appropriately to fire-related emergencies. This report is available separately and is included in the annual Clery Report.

At Willamette, the preparation of information for the annual security report (ASR) is a continual, coordinated effort by the Office of Campus Safety. A team comprised of the Title IX Coordinator, Director of Campus Safety, Director of Residence Life, Dean of Campus Life, Director of the Bishop Wellness Center, and others as needed, discuss and evaluate the information that is included in this report. Crime statistics from reports received by Office of Campus Safety, and those individuals identified as campus security authorities, local law enforcement agencies, are tracked and accumulated by the Director of Campus Safety. The Director of Campus Safety is charged with ensuring that, reportable crimes, university safety and security policies, and the Annual Security Report reflect the most current information.

The report is published by October 1 of each year and can be found on the Office of Campus Safety webpage at http://www.willamette.edu/dept/safety/ and the Policies Page, http://www.willamette.edu/dept/policies/index.html.

Campus Safety has available printed copies of the ASR report, as well as the fire safety report. Campus Safety also sends these reports electronically to all current students and employees of the university. The ASR is also available to any prospective student or employee, upon request.
REPORTING CRIMES AND OTHER EMERGENCIES

Dial 503-370-6911

Willamette encourages victims of crime to report the crime as soon as possible to Campus Safety and/or to the Salem Police Department. Campus Safety Officers can be reached 24 hours a day by calling 503-370-6911 to report a crime in progress or make a report about a crime that occurred previously.

All criminal activity that occurs on campus should be immediately reported to the Office of Campus Safety. Campus Safety will determine whether another law enforcement agency should be contacted, or advise a victim of a crime of their right to contact an additional law enforcement agency to get additional assistance.

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.

Reporting of criminal activity will be kept as confidential as is possible to protect the privacy of the reporting party and others involved. Strict confidentiality cannot always be provided based on the nature of the crime and the specific circumstances of the situation.

The Campus Safety office is located in the central core of campus, in the Doney Hall Building, known as the Service Center. Staff are available 24 hours a day. The university reports crimes in compliance with the guidelines set forth in the Jeanne Clery Disclosure of Campus Security Policy and Campus Crime Statistics Act. These Crime statistics are gathered from reports made to Campus Safety, campus security authorities, and local law enforcement agencies as appropriate. Special provisions are made 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 (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.

Sexual misconduct is treated as a special domain in compliance with Title IX regulations, with dedicated methods of reporting, inquiry and resolution (see the section on “Sexual Misconduct Prevention and Response” below).

The Office of Campus Safety maintains a daily crime log of all crimes 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. A version of this log is also published weekly in the Collegian student newspaper, which is printed during the academic year.

Campus Security Authority (CSA) Policy

While we prefer that community members promptly report all crimes and other emergencies directly to the Office of Campus Safety, we also recognize that some may prefer to report to other individuals or university offices. The Clery Act recognizes certain university officials and offices as “Campus Security Authorities (CSA).” The function of CSAs is 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 student employees, who has significant responsibility for student and campus activities is a CSA. Any CSA who learns of a Clery-defined crime must report it to Campus Safety.

All criminal activity on campus is reported to the Office of Campus Safety. Campus Safety writes incident reports for all reported crimes and categorizes them according with the appropriate criminal classification. These 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.

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

- President, Deans, Assistant and Associate Deans, Vice Presidents, Assistant and Associate Vice Presidents
- Office of Campus Safety
- Bishop Wellness Center (not including Counselors)
- Office of Residence Life (including Community Mentors)
- Office of Rights and Responsibilities
- Office of Residential Services
- Office of Student Activities
- Office of Multicultural Affairs
- Office of Campus Recreation
- Office of Community Outreach
- Department of Varsity Athletics
- Faculty advisors to student organizations
Examples of individuals who do not meet the criteria for campus security authority include: a faculty member who does not have any responsibility for student and campus activity beyond the classroom, most clerical/administrative support staff, and campus dining staff. The following may have significant responsibility for student and campus activities, but are exempted from reporting:

- 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.

Clarification Regarding Title IX

Title IX has adds requirements related to the obligation to report. Specifically, employees who know, or in the exercise of reasonable care should have known, about sexual misconduct must report that information to the Title IX Coordinator, or to their supervisor, who is then required to bring the complaint to the Title IX Coordinator. This obligation extends to teaching faculty as well as faculty in advisory or supervisory positions. All employees receive training regarding their obligations and responsibilities under Title IX.

Confidentiality and the Responsibility to Report: Many employees and volunteers have significant responsibility for campus and students, and in these responsibilities, may counsel or advise students. However, these employees are not exempt from reporting even if the student perceives that the conversation will be confidential. We advise employees to take the time to let students and others know the scope of confidentiality that is present in their conversations and activities.

Emergency Phones

There are over 25 exterior telephones available for emergency use; of these phones 6 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 a staff member in Campus Safety and can be used to report a criminal incident, a fire, or any other type of emergency.
Emergency Reporting

Each October, Willamette University issues the annual Fussers Guide and Emergency Reference Guide. This guide contains contact information for all employees, students and departments. This guide also contains important information and policies about responding to an emergency, reporting an emergency, requesting assistance for a real or perceived emergency, policy information, information about media, communications and reporting requirements.

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 developed for implementation in the 2013-14 academic year. Similar agreements are contemplated for other law enforcement agencies in jurisdictions where the university owns or leases property. Willamette continues to collaborate with area survivor support and advocacy groups, law enforcement, and the county prosecutor's office to strengthen services for survivors and hold wrongdoers accountable. In response to the Dear Colleague letter of April 2011, a subgroup of the campus-wide Title IX Coordinating Committee has been working for the past 18 months to revise and update policies and procedures, initiate programs that foster bystander intervention, improve training for all employees, and clarify processes for handling sexual misconduct cases. In addition, President Thorsett appointed a broadly-representative working group including representation from the Salem community to assess campus climate as it relates to sexual violence and harassment.

ABOUT THE DEPARTMENT OF CAMPUS SAFETY

Role, Authority, and Training

The Office of Campus Safety provides safety, security and emergency response services for the university 24 hours a day, seven days a week, with 6 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.

All full-time officers are certified by the State of Oregon 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.

Campus Safety staff is augmented by a cadre of 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.

All criminal activity on campus is reported to the Office of Campus Safety. Campus Safety writes incident reports for all reported crimes and categorizes them according with the appropriate criminal classification. These 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.

**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. They communicate regularly with Salem Police officers on the scene of incidents that occur in and around the campus area. They work closely with the investigative staff at Salem Police when deemed necessary. At the present time, there is no written memorandum of understanding between Willamette University Office of Campus Safety and the Salem Police Department other than the one mentioned above, limited to collaborative responses to incidents of sexual misconduct, harassment and violence.

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.

**Criminal Activity Involving Student Organizations at Off-Campus Locations**

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

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

- 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; perform 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 traffic regulation program
- Provide vehicle battery jump starts
- Investigate and document reports of vehicle accidents and damage
- Provide crime prevention information and programs
- Provide escorts/support
- 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 and university-owned houses
- Transport to medical care any sick or injured students living on campus

Safety Escorts

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

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

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

**Sexual Misconduct Policy & Protocol for Students**

**Introduction**

Willamette University continually strives to foster a safe environment in which students can pursue their educations free from the detrimental effects of sexual discrimination and misconduct, including sexual harassment and sexual violence. The university prohibits sexual misconduct on the part of any student or employee and is committed to confronting and addressing it effectively. To that end, 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. These policies and procedures reflect input from students and seek 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 wellbeing of students.

**Purpose**

- To define sexual misconduct involving students, which includes sexual harassment, intimate partner violence, other forms of nonconsensual sexual contact, and sexual assault.
- To establish procedures for filing complaints of sexual misconduct
- To identify resources and support for students reporting an incident of sexual misconduct
- To respond appropriately when incidents do occur
- To affirm the university’s commitment to preventing sexual misconduct

Willamette University will not tolerate discrimination, violence or intimidation. Sanctions the institution may impose following a final determination of an institutional disciplinary proceeding regarding rape, acquaintance rape or other forcible or nonforcible sex offenses include restricted contact, probation, immediate suspension and immediate dismissal.

**Options - Seeking Support for Sexual Misconduct**

We strongly encourage students to obtain immediate medical attention and seek support and care by disclosing incidents of sexual misconduct to someone who can connect them to support resources. This may be achieved by contacting one of the resources listed below, or simply by completing the online form available on the Sexual Misconduct website:
The most important reason to disclose an incident of sexual misconduct is to connect with support resources as quickly as possible. A student seeking support for sexual misconduct has multiple options, described on the web site listed above and in the policy articulated below. The university is committed to helping students connect with the resources they want and need while respecting the student’s wishes regarding what next steps they choose to make.

Students seeking support have a variety of options available to them, including access to resources that are totally confidential, as well as assistance with filing formal complaints with the university’s Office of Rights and Responsibilities and with law enforcement.

Confidential Support Options

Students may obtain absolutely confidential assistance and access campus resources by speaking with a confidential resource person at one of the following entities:

- Counseling Services in Bishop Wellness Center provides confidential counseling for survivors, friends, partners and individuals accused of sexual misconduct by appointment and emergency appointments available for urgent needs, Telephone: 503-370-6471.

- Health Services in Bishop Wellness Center can perform a medical examination for injury post assault (this does not include forensic evidence collection). Medications for possible sexually transmitted infection exposure and pregnancy prevention are offered to survivors at no cost. Bishop is located on the South Side of Baxter Hall Complex and is open Monday-Friday 8 am-5 pm. Telephone: 503-370-6062.

- Salem Hospital Sexual Assault Nurse Examiner (SANE Program): Confidential medical response, 24/7, at the Emergency Department. No appointment necessary.

- The Chaplain & Assistant Chaplain The university’s chaplains are charged to work with all members of the Willamette community including those who are religious and non-religious regarding spiritual, ethical, vocational and personal issues. Located of the 2nd Floor of the university Center (UC) is Available Monday-Friday 8 am-5 pm, Telephone: 503-370-6213.

- Mid-Valley Women’s Crisis Service which provides support for men as well as women, is an off campus resource which is also confidential – their 24 hour hotline is 503-399-7722.

Reporting Sexual Misconduct - Other Support Resources

The following resources are also available:

- Sexual Assault Response Allies (SARAs): Corps of trained student volunteers.
- Weekend hotline: 503-851-4245, Friday evenings through Monday mornings during the academic year.
- Open office hours, Wednesdays from 6-9 p.m. in the Women’s Resource Center,
third floor, university Center.

- Chat online Monday-Thursday, 8-10 p.m.
- Campus Safety, available 24 hours a day: 503-370-6911.
- Salem Police Department, available 24/7: 911 (emergency) or 503-588-6123.

Note: university policy requires all SARA volunteers, Campus Safety staff and any university staff or faculty member (except those indicated as “confidential resources,” above) who receive information about sexual misconduct involving students to share that information with a minimal number of campus officials, first to ensure that the student who discloses receives support and care, and also in consideration of the safety of the broader campus community. This may include individual members of the university’s Sexual Misconduct and Assault Response Team (SMART), Behavior Review Team, and the following individuals who are responsible for the university’s response to reports of sexual misconduct involving students and employees:

- Elizabeth Trayner, Deputy Title IX Coordinator and Director of Residence Life, Doney Hall, (503) 370-6212. Willamette’s Deputy Title IX Coordinator manages the university’s response to reports of student-to-student sexual misconduct.
- Kristen Grainger, Title IX Coordinator and Vice President & Executive Assistant to the President, Office of the President, 5th Floor, Waller Hall, 503 370-6209. Willamette’s Title IX Coordinator oversees and monitors the university’s compliance with Title IX, and is the appeals officer for sexual misconduct involving university employees.
- Keith Grimm, Director of Human Resources. 1st Floor Waller Hall, (503)-370-6210. Willamette’s Director of Human Resources oversees and monitors compliance with Title IX for employees at Willamette University.

Anonymous Reporting

Students or others who may be interested in reporting a sexual misconduct incident anonymously can utilize the university’s Anonymous reporting program, accessed at http://www.willamette.edu/sexualmisconduct/report_form.html. As a matter of policy, we do not attempt to trace the origin of the person who submits this form, unless such is deemed necessary for public safety.

Policy

Sexual Misconduct Defined

Sexual misconduct encompasses any unwelcome behavior of a sexual nature that is committed without consent or by force, intimidation, coercion or manipulation. Sexual misconduct can occur between persons of the same or different genders. Sexual misconduct may vary in its severity and consist of a range of behaviors or attempted behaviors.
Sexual Misconduct includes but is not limited to:

- **Sexual Harassment**: Sexual Harassment is gender-based verbal, written or physical activity that is so severe, pervasive or objectively offensive that it interferes with an individual's academic performance or ability to benefit from the educational opportunities or activities of the university or creates an intimidating, hostile or offensive work, living or academic environment.

- **Intimate Partner Violence**: Intimate Partner Violence is physical, sexual, or psychological harm by a current or former partner or spouse. This type of violence can occur among partners of any sex or gender.

- **Sexual Exploitation**: Sexual Exploitation is taking non-consensual or abusive sexual advantage of another for one's own advantage or benefit or to benefit another person.

- **Non-Consensual Sexual Contact** (or attempt to commit same): Non-Consensual Sexual Contact is any intentional sexual touching however slight, with any object (penis, finger, tongue, or other object), by a person upon another person without consent. Sexual contact includes intentional contact with the breasts, buttocks, groin, or genitals, or touching with any of these body parts, or making another touch another person or themselves with any of these body parts or any other intentional bodily contact of a sexual manner.

- **Non-Consensual Sexual Intercourse** (or attempt to commit same): Non-Consensual Sexual Intercourse is unwanted penetration of the vagina or anus with a penis, finger, tongue, or other object, and oral copulation (mouth to genital contact or genital to mouth contact.)

**Non-Sexual Harassment**

Willamette University recognizes that harassing conduct related to an individual's sex, sexual orientation, or gender presentation can occur in conjunction with conduct related to an individual's race, color, ethnicity, national origin, religion, age, or disability. Targeting individuals on the basis of these characteristics 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, or gender presentation together with the conduct related to the targeted individual's race, color, ethnicity, national origin, religion, age, or disability.

**Consent Defined**

The university defines consent as a freely and affirmatively communicated willingness to participate in sexual activity, expressed by clear, unambiguous words or actions.

**Adjudication of Consent**

- It is the responsibility of the initiator of the sexual activity to ensure that the other person involved has given consent to engage in sexual activity.
- Consent must be present throughout the sexual activity by all parties involved.
- At any time, a participant can communicate that the participant no longer consents to continuing the activity.
- Consent may not be obtained through the use of force, coercion, intimidation or manipulation.
- Consent may not be given by someone who is not of legal age or who is mentally or physically incapacitated or disabled, including through the use 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 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.
- The use of alcohol or other drugs does not diminish responsibility to obtain consent for sexual activity.

**Incapacitation Defined**

Incapacitation is a state in which one cannot make rational, reasonable decisions because they lack the ability to understand the who, what, when, where, why or how of their sexual interaction. If it is unclear whether or not a person is incapacitated, assume the person is unable to give consent.

**Amnesty for Alcohol and Other Drug Policy Violations**

To encourage reporting, the university offers amnesty from disciplinary action. A student will not be held responsible for violation of the university’s alcohol or other drug (controlled substance) policies if revealed in the course of disclosing an incident of sexual misconduct, filing a complaint or subsequent action taken in response to the complaint. Educational resources about alcohol or other drugs will be offered as appropriate.

**Freedom from Retaliation**

The university will not tolerate any form of direct or indirect harassment, retaliation, or intimidation of an individual who makes a report of sexual misconduct or is involved in an investigation or hearing of a report of sexual misconduct. Retaliation includes but is not limited to ostracizing the person, pressuring a person to drop or not support a report or complaint or providing false or misleading information, or otherwise engaging in conduct that may reasonably be perceived to affect adversely that person's educational, living, or work
environment. Retaliation is a violation of university policy; sanctions for retaliation can include probation, suspension or dismissal from the university.

False Allegation

Knowingly making a false allegation of sexual misconduct or harassment, whether in a formal or informal context, will be treated as a serious offense under this policy and, where it applies, the Standards of Conduct. Students who believe they have been falsely accused of sexual misconduct may use the conduct process to file a complaint.

Filing a Formal Complaint of Sexual Misconduct

A student who has been the recipient of unwelcome sexual behavior by another student is encouraged to file a complaint with the Office of Rights and Responsibilities (Conduct Office) as soon as possible after an incident occurs. The Office of Rights and Responsibilities coordinates the conduct process for students who have allegedly violated the Standards of Conduct, which includes this policy.

To file a formal complaint of sexual misconduct to be adjudicated through the conduct process, a written complaint including the names of the involved parties must be submitted to the Office of Rights and Responsibilities. For information or to file a formal complaint, contact Lori Johnson, Office of Rights and Responsibilities, Doney Hall 101, 503-370-6212, johnsonl@willamette.edu. Students may also report a formal complaint of sexual misconduct through the Sexual Misconduct Reporting Form. Speaking with someone from the Office of Rights and Responsibilities or completing the Sexual Misconduct Reporting Form does not commit you to filing a formal complaint. There are individuals who can assist with writing a formal complaint; there is a statement guide available to give guidance when writing a formal complaint (Sexual Misconduct Complaint Process – Statement Guide).

Students are encouraged to report sexual misconduct to both law enforcement and the university. Prompt reporting provides the best opportunity for the university to take appropriate action regarding sexual misconduct to prevent its recurrence, address its effects and hold wrongdoers accountable. There are specific individuals who are trained to respond to issues of sexual misconduct who can assist with resources, support, and the formal complaint process (see Support Resources).

Students involved in an incident of sexual misconduct have the right to:

1. A safe environment - The university will take whatever measures it deems reasonable and feasible to protect the safety of the campus community, and the well-being and rights of students. Such measures may include but are not limited to, modification of living arrangements, changing an academic or work schedule, or restricted-contact or
2. Respect - All parties involved in an incident of sexual misconduct will be treated with dignity, respect, and fairness.
3. Be taken seriously - The university will treat all complaints seriously and will investigate allegations of sexual misconduct.
4. Access to university resources and support - All parties will have full access to campus services designed to assist in such cases, including the Bishop Wellness Center Health and Counseling Services, the Office of the Chaplains, the Office of Rights and Responsibilities (coordinates the hearing process), and the Office of the Dean of Campus Life.
5. A fair conduct process - The university will inform all parties about the investigation and adjudication processes and their options, rights and responsibilities therein.
6. File a complaint with the police - The university will assist students in contacting Law Enforcement to pursue legal action, if the student so desires.
7. Privacy - The sexual misconduct hearing is closed to the public, and no one may disclose information from the hearing to anyone not legitimately involved in the proceedings.

Sexual Misconduct Investigation Process

Any individual may report an allegation under the Sexual Misconduct Policy and trigger an investigation of sexual misconduct. After the Deputy Title IX Coordinator receives a report of sexual misconduct, an investigation will be initiated that could lead to charging a student with allegedly violating Willamette University’s Standards of Conduct - Sexual Misconduct Policy. The university will investigate all reports of sexual misconduct promptly.

- The university's responsibility to investigate all allegations of sexual misconduct exists regardless of whether that investigation culminates in a hearing, and it exists independently of any pending criminal justice process. The investigation process will be thorough and impartial.
- In every case, a preliminary investigation will proceed to the point where a reasonable assessment of the safety of the individual and of the campus community can be made. Thereafter, the investigation may continue depending on a variety of factors, such as the request of the claimant and the risk to the individual or campus community.
- The first step of an investigation will usually be a preliminary interview by a trained investigator with the reporter of sexual misconduct. All investigations will take place in compliance with applicable laws and university policies, including laws and policies pertaining to student privacy and confidentiality. If a hearing is requested, the investigator will collect all relevant information for the hearing administrator's consideration and evaluation.
- If the complainant wishes to file a formal complaint of an incident of sexual misconduct or if the initial inquiry identifies a potential danger to the community, a sexual misconduct administrative hearing process will be initiated. In this case, the
 respondent will be notified by the investigator or designee of the accusation and apprised of the investigation procedures, their rights and responsibilities, and the possibility of a hearing.

- In investigating allegations of sexual misconduct, the university will collect information relevant to the report. This includes but is not limited to statements and physical evidence.
- Students will be afforded the opportunity to review the investigative report in advance of the hearing and be allowed to add additional information prior to the report being reviewed in the hearing. New evidence not reasonably available at the time of the investigation may be considered in the hearing. Evidence and testimony gathered and reviewed during the investigation will not be duplicated in the hearing.
- The university will also take appropriate interim measures to protect the parties involved. This can include, but is not limited to, restricted contact, residential relocation, or immediate restriction of access to campus facilities, programs or services. The Deputy Title IX Coordinator or designee may limit a student or organization's access to certain university facilities or activities pending resolution of the matter. In other cases, the Deputy Title IX Coordinator or designee may place a student organization on interim separation in response to a report of sexual misconduct where that misconduct poses an ongoing risk of harm to the safety or well-being of an individual or members of the campus community. Pending resolution of the situation, a student or organization may be denied access to campus.

**Sexual Misconduct Adjudication Process – Administrative Hearing Rights**

The sexual misconduct administrative hearing process is used to adjudicate complaints of student-to-student alleged sexual misconduct. Sexual misconduct administrative hearings panels are comprised of two trained administrators. Sex and gender balance will be carefully considered during the selection of panel members.

A student who files a formal complaint of an incident of sexual misconduct is referred to as a claimant and a student accused of sexual misconduct is referred to as a respondent.

The goals of the hearing are: a) to allow both the claimant and the respondent the opportunity to present their experiences, discuss the investigative report, and to ask questions pertinent to the incident(s) in question; b) to have the matter considered and decided by an impartial panel; and c) to determine whether a violation of university Standards of Conduct has occurred.

The preponderance of the evidence standard is used in determining whether or not a student charged with an allegation of sexual misconduct (“respondent”) is responsible for a violation.

Claimants’ and respondents’ rights in the hearing process include:
● To be assured of confidentiality, in accordance with university policy, the terms of the federal Family Educational Rights and Privacy Act and Oregon State law
● To be notified in writing of the time, date and location of the hearing; the names of administrators who will hear the case; and all alleged charges.
● To request that a specific administrator be replaced due to a conflict of interest. (This request should be made in writing to the Director of Rights and Responsibilities within two working days of receiving notice of a hearing)
● They will at no point in the hearing process required to be in the same room at the same time, or be allowed to question the other party directly.
● In the event of new information not available at the time of the sexual misconduct investigation, the right to present supporting evidence that pertains directly to the events in question.
● To have equitable opportunities to present evidence and witnesses
● To be apprised of all known evidence at the time of the hearing.
● To equal access to evidence, written statements, and testimony.
● To submit an impact statement to be reviewed only in the sanctioning phase of deliberations, if the respondent is found responsible for the charge(s).
● To be informed in writing and in a timely fashion of the outcome of the hearing
● Opportunity to request an appeal the of the hearing outcome based on the appeal criteria
● Be informed in writing of appeal request(s)
● Be informed in writing of appeal outcome

Additional Respondent Rights

● To be considered not responsible for the alleged violation until proven responsible by a preponderance of the evidence.
● To address charges in person. (If a student does not attend a conduct hearing, the case may be heard in absence of the student at the discretion of the hearing administrators. In this case, all available evidence will be considered when deciding the outcome.)

Responsibilities

All members of the university community are expected to conduct themselves in a manner that does not infringe upon the rights of others. The sexual misconduct policy outlines the expectations for sexual communication, sexual responsibility and sexual respect. Further, members of the university community have the responsibility to recognize and challenge forms of sexual misconduct.

Responsibilities for all community members include:
● Respecting sexual partners and their intentions by listening and obtaining clear, viable
consent.
- Listening carefully to what a date or partner is saying. Remember: “no” means “no”, always.
- Asking for clarification if mixed messages occur. Don’t guess about what a partner may or may not want.
- Speaking out. Don’t allow others to make jokes about rape, or derogatory comments which condone violence.
- Intervening. If you think a person is going to engage in non-consensual sexual behavior or if you think someone may experience unwanted sexual behavior, do something before it happens while keeping yourself safe.
- Supporting friends, family members and partners who have been assaulted. Let them know it was not their fault and encourage them to follow up with available resources.

Definitions

- Administrative Hearing: An administrative hearing process is used to adjudicate complaints of student-to-student alleged sexual misconduct. Sexual misconduct administrative hearings panels are comprised of two trained administrators. Sex and gender balance will be carefully considered during the selection of panel members. Administrative hearings involve a review of the investigative report and any additional evidence not available at the time of the investigation.
- Claimant: A student who files a formal complaint of sexual misconduct.
- Confidentiality & Privacy: The university will attempt to protect the identity of all claimants and respondents and ensure the actions resulting from the initiation of a sexual misconduct complaint are kept private, informing only those officials and individuals with a need to know in order to respond to the case. The university will protect the confidential status of all educational records except as directed by appropriate legal authority.
- Consent: Consent is freely and affirmatively communicated willingness to participate in sexual activity, expressed by clear, unambiguous words or actions.
- Formal Complaint - A formal complaint is a written document including the names of the involved parties submitted to the Office of Rights and Responsibilities for adjudication through the conduct system. A statement guide is available to assist with writing a formal complaint.
- Incapacitating: Incapacitation is a state in which one cannot make rational, reasonable decisions because they lack the ability to understand the who, what, when, where, why or how of their sexual interaction. If it is unclear whether or not a person is incapacitated, assume the person is unable to give consent.
- Investigation: An investigation is fact-finding process conducted by a trained investigator(s). In investigating allegations of sexual misconduct, assigned investigators collect information relevant to the formal complaint of sexual misconduct. This includes but is not limited to interviews, statements and physical evidence. The investigator(s) will write an investigative report which includes information and
evidence collected. The respondent and claimant will be afforded an opportunity to review the investigative report prior to a hearing.

- **Respondent:** A student accused of sexual misconduct
- **Privacy:** The university will attempt to protect the identity of all claimants and respondents and ensure the actions resulting from the initiation of a sexual misconduct complaint are kept private, informing only those officials and individuals with a need to know in order to respond to the case.
- **Confidentiality:** The university will protect the confidential status of all educational records except as directed by appropriate legal authority.
- **Preliminary Investigation:** In every case of reported sexual misconduct, a preliminary investigation will proceed to the point where a reasonable assessment of the safety of the individual and of the campus community can be made. Thereafter, the investigation may continue depending on a variety of factors, such as the request of the claimant and the risk to the individual or campus community.

**Registered Sex Offender Information/Access to Related Information**

The federal Campus Sex Crimes Prevention Act requires institutions of higher education to issue a statement advising the campus community where law enforcement agency information provided by a state concerning registered sex offenders may be obtained.

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.

Willamette Campus Safety is not a law enforcement agency, 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/](http://sexoffenders.oregon.gov/)

**EMERGENCY RESPONSE AND EVACUATION PROCEDURES**

**Emergency Management at Willamette University**

The Administrative Council serves as the university’s emergency response team. It includes the Vice President of Academic Affairs/ Dean of the College; Dean of the College of Law,
Dean of the Atkinson School of Management, Vice President of Information Technology; Vice President of Administrative Services; Vice President for Financial Affairs; Vice President for Advancement; Dean of Campus Life; Vice President for Enrollment and University Communications; Vice President and Executive Assistant to the President; and the President. Any member of the group can call for a gathering to respond to an emergency response.

The Office of Campus Safety compile emergency procedures guidelines that describes the appropriate courses of action for many emergency situations, including evacuation. This information is reviewed and updated each year and available online. Information on how to report or respond to an incident is distributed annually to all offices and to all full time employees through the Fusser's Emergency Reference Guide.

Willamette maintains and out-of-state telephone transfer agreement in order to have a means to keep family and friends of Willamette apprised of the status of the university, should a local natural disaster or other emergency effect local telephone service. Emergency information will be distributed through the university's emergency messaging system and posted on the university website.

**Emergency Response and Evacuation Procedures**

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 Response Plan, is available at: [http://www.willamette.edu/dept/safety/pdf/emergmngplan0513.pdf](http://www.willamette.edu/dept/safety/pdf/emergmngplan0513.pdf)

The Fusser's Emergency Preparedness Guide is both online and in printed form. This Guide (commonly referred to as “Fussers”) will assist community members in preparing for and responding quickly and effectively to a variety of emergency situations.

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 personnel in Willamette Integrated Technology Services (WITS) and the Director of Campus Safety, are able to interface with the software and send emergency messages through the internet. All students are provided with an account on this system and are required 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 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 Director of Campus Safety, the Director of Residence Life, the Dean of Campus Life, the Vice-President of Administrative Services and the President of the university (or their designees) all have the authority to activate the Emergency Notification System.

Emergency Response Exercises

The university annually updates its emergency response plan and publishes it on the Campus Safety website. The university conducts emergency management exercises to test emergency procedures. These include participation in and sponsoring CERT (Community Emergency Response Team) training exercises. Ham Radio training and exercises have been sponsored on campus. 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. Documentation of the drills is kept in the Campus Safety offices. Should a drill be called 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 runs an active CERT training program and has over 40 CERT certified employees and students. Willamette has an ongoing building representative program with 56 employees involved. Campus Safety facilitates ongoing training 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, professionally licensed EMS agency in the State of Oregon, 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. As a student service organization at Willamette University, WEMS provides education and training in pre-hospital emergency medical care.

In May of 2012, the University participated in two emergency management exercises. Both were lead by instructors from IACLEA (International Association of Campus Law
Enforcement Administrators). One training/exercise was a three day activity that involved several emergency response agencies in the Salem area. This exercise reviewed the principles of ICS and NIMS, and also taught the importance of communication and collaboration among agencies when responding to an community emergency.

The second training/exercise was a newly developed curriculum that discussed the principles of the three day course, but with an emphasis on the role and responsibilities of senior level management. The senior staff (deans and vice-presidents) participated in this table top training and exercise.

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 *ex post facto* assessment, that will be publicised to the campus community.

Emergency Notification to the Willamette University Community

Willamette uses a rapid multi-faceted email, voicemail, and text messaging system for emergency notification.

The university is committed to ensuring the campus community receives timely, accurate, and useful information in the event of a significant emergency or dangerous situation on campus or in the local area that poses an immediate threat to the health and safety of campus community members. Willamette uses an emergency notification system to provide alerts via Blackboard Connect. Blackboard Connect is used to send emergency messages via voicemail, email, and text message within minutes of the occurrence of an incident.

In the event it is necessary to issue an Emergency Notification, the Director of Campus Safety and/or designees will collaborate in developing the content and delivery method of the Emergency Notification. Time permitting, additional input may be garnered from other sources. Any of the above individuals have the authority to compose and send a campus-wide notification without delay and to provide adequate follow-up information when available.

Willamette performs a campus-wide test of the Emergency Notification System each academic month, on the first working day of the month at 12:00 noon.

The following procedures outline the process the university uses when issuing emergency notifications.

**Confirming the Existence of a Significant Emergency or Dangerous Situation and Initiating the Emergency Notification System**

The Office of Campus Safety and/or other campus first responders may become aware of a critical incident or other emergency situation that potentially affects the health and/or safety
of the campus community. Generally, these situations are reported to Campus Safety or discovered during patrol or other assignments.

Once Campus Safety confirms that there is, in fact, an emergency or potentially dangerous situation that poses an immediate threat to the health or safety of some or all members of the campus community, they are required to notify the Director of Campus Safety and continue to call up the chain of authority until they have reached a person that can address the scope of the threat and the response required. Campus Safety staff on duty may make an immediate notification if there is reason to believe that a threat is imminent.

**Determining the Contents of the Emergency Notification**

The office responsible for issuing the emergency notification is the Office of Campus Safety. The Director of Campus Safety and Dean of Campus Life will consult with the Clery Team when possible, to determine the contents of the notification message. The Office of Campus Safety will make a judgement that the content of the notification alert contains a succinct, and descriptive message that conveys the necessary detail for informing the community of the nature of the threat. The goal of the notification is to ensure that individuals are aware of their personal safety situation and they know the steps to take to safeguard their well being.

**Procedures Used to Notify the Campus Community**

In the event of a situation that poses an immediate threat to members of the campus community, the university has various systems in place for communicating information quickly. Some or all of these methods of communication may be activated in the event of emergency notification to the campus community. These methods of communication include the mass notification system through Blackboard Connect. The university will also post updates during a critical incident on the Willamette homepage.

**Emergency Notification System**

Students and employees are automatically enrolled in the university's Emergency Notification System. This system is used to notify the community in the event of an emergency. An e-mail and a telephone call is sent to each person. Faculty, Staff, Employees and Students are encouraged to provide a cell phone number in addition to their home telephone number. Home phone and office phone numbers are automatically loaded into the system. This emergency notification system is tested the first working day of each academic month at 12 noon to ensure its operation and effectiveness. Although people can change the phone number that is called, they are not able to opt out of this system.
Disseminating Emergency Information to the Wider 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, SAIF Corporation, Willamette Heritage Center, and the Oregon State Capitol.

TIMELY WARNING REPORTS

The university will issue a Timely Warning to notify the campus of any Clery-Act crime that has occurred within the Clery-defined geographical areas, presents a serious or continuing threat to the campus community, and is reported to local law enforcement or a campus security authority. Timely Warnings are presented as soon as reasonably possible.

Criteria for determining whether to issue a Timely Warning are as follows:

- The nature of the crime
- The continuing danger to the campus community
- The possible risk of compromising law enforcement efforts

In the event it is necessary to issue a Timely Warning, the Director of Campus Safety and his/her designees typically will collaborate in developing the content and delivery method of the Timely Warning. Time permitting, additional input may be gathered from other sources. Cases of aggravated assault and sex offenses are considered on a case-by-case basis, depending on the facts of the case and information known at the time of the initial report.

If, in the professional judgment of the local law enforcement authorities, issuing a Timely Warning would compromise efforts to address the crime, the notification could be delayed. Once the potentially compromising situation has been addressed, the Timely Warning will be issued immediately.

Timely Warnings include information about the crime that triggered the warning and how campus community members can act to protect themselves. Timely Warnings may be communicated to the campus via the Emergency Notification system, email, text messages, postings, or a combination of these or other methods.

Informational Message

The university will issue an Informational Message to advise of situations that may affect or be of interest to the campus community. Such information is not considered an immediate threat to health, safety or property. (Example: street closures due to a major utility disruption.)
In the event the Director of Campus Safety and/or designees determine an Informational Message should be issued, any Administrative Council member has the authority to compose and send a campus-wide message without delay or may delegate the task.

SECURITY AND ACCESS TO UNIVERSITY FACILITIES

Facilities Management Support

The Facilities Department (FD) maintains the university buildings and grounds with a concern for safety and security. FD 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 FD personnel by reporting potential safety and security hazards. Facilities Services may be called directly (503-370—6003 or 503-370-6911) to report any safety or security hazard.

A number of safety and security-related projects are carried out each year through the university’s Capital Projects budget, some of these are facilitated by outside contractors. Contractors and vendors must check in and out with the Facilities Department whenever they come to campus.

The Campus Safety and the Facilities Department work with other campus departments on their needs for improving and addressing safety related issues. The Department has ongoing work with administration, faculty, staff, and students to develop and implement environmental health and safety programs.

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, MSDS 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.

Security Considerations Used in the Maintenance of Campus Facilities

Willamette ensures 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 for security and to provide pedestrians peace of mind. Similarly, sidewalks and other pathways are designed to provide well-traveled, 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 at least twice a year to ensure adequate lighting. Burned-out lights are replaced promptly.

As needs are identified, new sidewalks are installed. New street lights and pedestrian walkway lights are added as new parking areas and walkways are developed or as pathways are changed and playing fields dictate. The Campus Safety Committee meets monthly and may make recommendations for improvements to safety. These recommendations are forwarded through Campus Safety to the Vice President for Administrative Services and the Vice President for Financial Affairs for follow-up.

We encourage community members to promptly report any 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.

**Access 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 on campus without legitimate reasons, or who are disruptive to the community.

Students, faculty and staff are advised 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 Residence Life staff, support efforts to enforce this policy. Campus Safety are 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 to receive this assistance.

The university owns three 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. In these situations locks are controlled by those renting, and only in emergency situations are staff called to assist with access to the facility.
Student Housing Safety Information

Willamette houses approximately 1,500 students in 20 residence communities. Four professional staff directors supervise 34 community mentors assigned to residence halls, with one professional Residence Life staff member on duty 24 hours a day for Residence Halls. Community Mentors are on duty from 5:00 P.M. to 7:00 A.M. each day. Sorority house corporations employ a House Director to respond to safety and security concerns. 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.

Fire extinguishers are located throughout each building and in staff apartments. Students are instructed to know the location of all fire exits, fire alarms and extinguishers. Fire doors close automatically when an alarm sounds to prevent a fire from spreading. If fire doors do not operate properly, students are asked to notify their Residence Life staff member. These doors are subject to routine inspection by Facilities Department Staff and subject to inspection by the City of Salem Fire Marshall.

In the event of a fire alarm, students have been instructed to close all windows or balcony doors, leave their room/apartment, close their door behind them and immediately evacuate the building according to the posted evacuation routes. Students are instructed to stay away from the building until instructions are given to return. Campus Safety conducts unannounced fire drills in all residence halls at least once each semester. Evacuation results are evaluated after each drill. A residence hall may have repeated drills when results are not adequate.

Fire doors, hallways and stairwells must be clear of obstructions at all times. Students are instructed that all fire doors are equipped with an automatic door closures and these are not to be tampered with or disabled. According to the Uniform Fire Code it is a violation to prop a door even if it is attended. Fines could be levied by the Fire Marshal or an infraction adjudicated through the campus conduct system.

Students are instructed not to tamper with smoke detectors. Smoke detectors are in place in all student residential rooms. If a student detects that a battery is low (beeping) they are asked to submit an emergency work order. After hours, they are instructed to call Campus Safety at 503-370-6911 for assistance. An officer will replace the battery or install a temporary smoke detector for the night. Facilities Management (maintenance) or Campus Safety staff will assist right away. Student are instructed to NEVER remove the battery as this action could compromise the security of the entire community.

Students are instructed that overhead room lights and sconces cannot be covered, tampered with nor have the bulbs removed. Floor and desk lamps that have plastic, cloth or paper
shades may only be used with fluorescent bulbs. Halogen bulbs are not permitted on campus as are a number of small appliances listed in the Residential Services Handbook.

Hazardous chemicals or materials or items that use of store such materials, are not permitted in the residences (e.g. gasoline, scooters, compressed gas).

All smoke detectors are routinely evaluated to be operational and have at least 18 inches of clearance (i.e., from shelves, drapes, etc.). Sprinkler heads must have 18 inches of clearance and cannot be used to hang things. Nothing can be hung on or next to the sprinkler heads or lines. Tapestries or other large pieces of material cannot be hung from light fixtures, sprinklers or smoke detectors and must be sprayed with fire retardant available through a Residence Life staff member. Oregon's Fire Code does not permit the use of live holiday decorations (i.e., trees, wreaths, holly, etc.) in student rooms.

Pulling the fire alarm in a nonemergency situation or tampering with fire safety or firefighting equipment is prohibited. This equipment includes fire extinguishers, smoke detectors, sprinklers, fire alarms, EXIT signs, electrical systems, lighting and automatic door closures. If an alarm is intentionally set off or equipment is tampered with and the responsible party is unknown, the entire living unit or portion thereof may be held responsible (at the discretion of Residence Life).

During the winter break, all residence halls rooms are secured and closed. Rooms are inspected for any fire code violations during the winter holiday break. Additional information can be found at [http://www.willamette.edu/dept/resservices/handbook/index.html](http://www.willamette.edu/dept/resservices/handbook/index.html).

**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 (20 USC 1092 (j) Section 488 of the Higher Education Opportunity Act of 2008). 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. This could be reported from a variety of sources. When reported, the Office of Campus Safety will begin an investigation immediately.

**Who to contact:** Students are advised that their first contact related to a person missing beyond 24 hours should be with Residence Life or Campus Life staff member, or the Office of Campus Safety.

**Report:** Residence Life staff members (CM's and Area Coordinators) are required to report the missing student up their supervisory line to the Director Of Residence Life, who has
responsibility for receiving this information and then informing the Dean of Campus Life and
the Director of Campus Safety in a timely manner.

Investigate: Following this reporting, Campus Safety opens an investigation that may include
deleagating the task of making phone calls to all known phone numbers for the missing student,
attttempts 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.

Confidential Contact Person: 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 be
 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. The Dean of Campus
Life may choose to notify or contact others, in order to make the greatest impact on finding
the missing student.

Notification of Confidential Contact and updating: Students are notified through email,
that they may enter and update their confidential contact person by accessing the “Fusser’s
Guide Update” in “JASON” on the university Services section of the website.

Notifying Law Enforcement: Once the university has been informed that a student has
been missing for over 24 hours, the university will use the next 24 hours to attempt to contact
the student and verify their whereabouts. If the university is not successful during that 24 hour
period, then 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 students 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://www.willamette.edu/dept/resservices/missing_student.html

CAMPUS SECURITY POLICIES, CRIME PREVENTION & SAFETY
AWARENESS PROGRAMS

During new student orientation and at various points throughout each school year, students
and family members are informed of services offered by Campus Safety. In addition,
students are kept abreast 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 common theme in orientation and training is building awareness and instigating 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 partial list of related programs for the 2012 calendar year appears below.

**Crime Prevention and Safety Awareness Programs**

Some of the programming provided by the university related to the security and safety of the campus are listed below:

- Health and Safety Presentations to American Studies Students from Tokyo International university, February 7, 2012: Program required of all ASP students during their orientation. Director of Bishop Wellness Center discusses safety around alcohol, sexual harassment and assault, and crime prevention tools.
- Residence Hall Fire Drills, Fall 2012: Staff assures that all residents evacuate safely and go over safety plans for the building.
- Community Emergency Response Team (CERT) Training, July 31-August 2, 2012: 3-Day training that teaches enrollees how to prepare for a disaster and deal effectively and safely with minor emergencies that can occur in neighborhoods during a disaster.
- Community Mentor Training on Alcohol & Other Drugs, August 15, 2012: This training covered the definition of a drink and how to respond when a resident is showing signs of alcohol poisoning. This session allowed the staff to visually identify some commonly found drugs & paraphernalia, and recognize the signs and symptoms of alcohol and other drug abuse and high risk behaviors. By the end of the session staff was able to identify resources on campus, policies associated and how to best handle situations in the residence halls.
- Community Mentor Training on Mental Health, August 16, 2012: Managing mental health issues in college & university residence halls may be a difficult issue for residence life student staff who serve on the front lines of residence hall management. This session gave Community Mentors a basic introduction to the realm of student mental health and psychology in the residence halls.
- Community Mentor Training on Eating Disorders, August 16, 2012: In this session, staff learned about the different types of eating disorders and were equipped
with the knowledge for recognizing warning signs and making referrals.

- Community Mentor Training on Sexual Assault, August 16, 2012: This session helped staff define sexual assault and consent and allow them to identify, locate and access campus resources for survivors of sexual assault. Staff learned about prevention/awareness programming options available at WU and beyond.

- Community Mentor Behind Closed Doors, August 17, 2012: This was a hands on opportunity for the staff to put all of their new knowledge into practice in a safe and supportive environment. They were able to confront situations which they may encounter as a staff member so they’re prepared in the event of an actual situation.

- Residence Hall Health & Safety Checks, Fall 2012: Staff enters all residential rooms to check for fire hazards and other safety concerns that may exist in each room.

- Opening Days Parent Programming: Campus Safety, August 23, 2012: Director of Campus Safety presented information about safety resources for students to parents and family members.

- Reality Check, August 26, 2012: Orientation program with required participation by all first-year students.

- Sex Signals, August 27, 2012: Orientation program with required participation by all first-year students; covers risk factors and prevention options related to sexual misconduct, including information related to alcohol consumption, consent, personal safety, communication, etc. Employs and assessment tool to ascertain student understanding of the material.

- Health and Safety Session for Outgoing Study Abroad Participants, continuous (spring and fall, 2012): Program required of all students participating in study abroad programs offered several times each semester. Director of Counseling Services and Bishop Wellness Center discuss tools to decrease risks while traveling.

- Campus Safety Title IX Training performed by the Oregon Attorney General’s Sexual Assault Task Force for Willamette University, December 3, 2012: Professional development session designed to educate staff on legal compliance, mandatory reporting, and other topics related sexual misconduct prevention and response on campus.

- Orientation Panels for Volleyball, Soccer and Football Parents, August 13 & 14, 2013: University staff hosted a dinner and program for parents to ask questions about campus resources.

- Opening Days Health & Safety Presentation, August 23, 2012: A panel of staff from Counseling, Residence Life, and Campus Safety share information about their respective departments and answer questions.

- Student Organization Orientation Sessions, January-April 2012 (monthly) & September-November 2012 (monthly): Topics include university resources and policies, such as event planning, travel off-campus, and risk management. All registered student organizations are required to send one leader to an orientation session if they wish to receive student government funding.

- Student-Athlete Code of Conduct, August 2012: All student-athletes sign a code of
conduct at the beginning of every academic year that details departmental expectations related to alcohol and drug use, hazing and other university, Northwest Conference and NCAA rules and guidelines.

- Bearcats Don’t Let Bearcats Get Blitzed, September 5, 2012: Alcohol Awareness program with required participation by all first-year students. Information conveyed includes campus policies governing consumption of alcohol and other drugs, campus response mechanisms (e.g., Willamette Emergency Medical Services, transport options, etc.), physical effects of consumption, resources for addressing alcohol problems, etc.

- Residential Halls Sexual Health Program, September 2012: The Intern for each residence hall area planned and executed a program for all residents of that area to learn about sexual health resources on campus, including information on sexual assault resources. These were one-time evening events in a fair style environment with different tables or stations to get different kinds of information on sexual health.

- Residential Halls Alcohol Use Program, September 2012: The Intern for each residence hall area planned and executed a program for all residents of that area to learn baseline information about alcohol, as well as resources on the campus and in the Salem community for students to utilize for support or questions about substance use. These were one-time evening events in a fair style set up with different tables or stations with various statistical, scientific, and resource information.

- Fire Extinguisher Program, October 10, 2012: Students had the opportunity to learn how to put out a fire.

- Threat Assessment 3-Day Course, October 16-18, 2012: A multidisciplinary team (education, law-enforcement, mental health, campus security, court staff, and parole & probation) presented on the basics of threat assessment, the application of the research and recommendations into the use of higher education, K-12 and community threat assessment protocols, training on steps and developmental procedures necessary to implement a successful multidisciplinary, multi-agency threat assessment and management system on higher education campuses, in K-12 school districts and within the community, and multiple threat assessment labs and audience participation exercises.

- Title IX Training, November 29, 2012: Training on Title IX for Sexual Assault Advisors.

- Campus Safety Title IX Training performed by the Oregon sexual Assault Task Force and Willamette University, December 3, 2012.

Other Campus Safety and Security

FIREARMS/WEAPONS POLICY

Willamette University has a zero tolerance policy regarding firearms and 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 extension 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.

**Daily Crime and Fire Logs**

The Department of Campus Safety makes available a Daily Crime and a Fire Log of all crime and fire incidents reported to the department. The logs identify the type, location, and time of each criminal incident and fire reported to the Department of Campus Safety.

The most current 60 days of information is available in the Campus Safety office, located in the Service Center in Doney Hall. 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.

An electronic crime logs are entered and stored in a Filemaker database program. This databases is stored on an virtual server by our IT department. This 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.

Dispositions of reported incidents are marked in the daily crime log. The dispositions are one of the following: cleared, under investigation, inactive, unfounded, informational.
Alcohol Policy

Purpose
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.

This alcohol policy is incorporated into the university Standards of Conduct and its procedures. The policy applies to all students, faculty, staff, and administrators. Failure to observe these policies, procedures, and regulations shall constitute a violation of the university policy and may subject the individual(s) or group(s) to sanctions outlined in the Standards of Conduct, and the appropriate employee handbook. A community member’s familiarity or understanding of laws, or these policies, procedures and regulations, does not constitute an excuse for irresponsible/illegal behavior, or violations of this policy and its procedures and regulations.

Policies Governing Use of Alcohol

- Individuals twenty-one (21) years of age or older may consume alcohol in accordance with this policy.
- 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.
- 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.

1. Use in individual student rooms in residences that include fraternity and sorority
houses, residences, and apartments

1. Consistent with, and following Oregon State law, private gatherings in individual student rooms will not be considered social functions and need not be registered. Occupants and participants are responsible for abiding by all university policies.

2. Any gathering in an individual student room where alcohol is present may 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.

3. 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.

4. 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.

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 Administrative Services 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
- Portland Center
- Ford Hall special event area
- Goudy Commons
- Sparks Recreational Center
- Mary Stuart Rogers Music 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) 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 one event where alcohol will be served, access the Alcohol Use Request form online, submitting it at least ten (10) working days prior.
1. 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.
2. No contracted use of alcohol, on or off campus, is permitted without an approved Alcohol Request form.
3. Alcohol must be distributed through a Willamette approved third party vendor, unless otherwise approved by the vice president for Administrative Services.
4. 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.
5. 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.
6. 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.
7. Willamette University community members are responsible for the conduct of their guests. The university reserves the right to require guests to leave an event.
8. Alcoholic beverages or o/off-campus university sponsored events & travel
   ■ This alcohol policy is also in effect on/off-campus, and at university sponsored events.
   ■ Employees should consult and review applicable employee handbooks policy guidelines, and review this alcohol policy and its associated
procedures, prior to consuming alcohol on a university trip/travel, or at university-sponsored events on/off campus.

- 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.
- Employees and students will be held responsible for their behavior during university travel, and at on/off-campus university events or functions.
- Students driving on university business, or driving vehicles on behalf of the university, are prohibited from consuming alcoholic beverages before driving.
- 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.
- 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.
- When university controlled money is used to obtain alcohol for an event or activity, even in private residences, then an alcohol permit is required.

9. Regulations and Procedures

- The university defines “under the influence” as any noticeable level of alcohol where perceptible impairment of mental or physical capacity is present.
- Any noticeable level of alcohol in an underage student (not yet 21) is a violation of this policy.
- 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.
- Direct or indirect sale of alcohol is prohibited without the written permission of the vice president for Administrative Services.
- To request an activity offering of alcoholic beverages will not be mentioned or implied in publicity or announcement of an event.

10. Alcohol will not be the main focus of an event.
11. 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.
12. 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.
13. The presence, possession, or use of common source containers of/for
alcoholic beverages (including, but 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), by individuals or groups, other than at a registered and approved event, is prohibited on the university campus, or any university controlled property, without the express written permission of the vice president for Administrative Services.

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

15. 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.

16. 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.

17. All entrances and exits of university facilities where alcohol is served must be monitored. In the case of a large event (as defined by the university), organizers must arrange with Campus Safety for security officers for the duration of the event.

18. 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. Food Service staff also has the responsibility of monitoring the use of alcohol at catered events and are authorized to suspend alcohol distribution.

19. 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.

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

21. 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.

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

Procedures for Enforcement

● The vice president for Administrative Services shall be responsible for the enforcement of the Alcohol Policy. Any other member of the university community may refer violations of this policy to the vice president for Administrative Services for possible action.

● Violations of the Alcohol Policy by students or student groups will be adjudicated
through the Standards of Conduct Policies and Procedures.

- Violations of the Alcohol Policy by university employees, departments, or department-sponsored groups will be addressed by the vice president for Administrative Services and referred to a dean/administrator for action.

Any questions or suggestions for changes to this policy should be directed to the Vice President for Administrative Services. This policy was updated August 12, 2013

**Student sanctions and notification related to FERPA**

Sanctions 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.
- Students should expect to attend an alcohol education class for first time violations of the Alcohol Policy.
- 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 in accordance with FERPA guidelines.
- Repeated or egregious violations by students may lead to suspension or expulsion.

The university may require additional sanctions.

**ADDENDUM**

**Oregon and Federal Statutes**

1. Oregon Statutes

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.

a. Manufacture or distribution of controlled substances

- Schedule I drugs except marijuana (marijuana is on Schedule I but is treated separately under the law. Examples: 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).

b. Marijuana
- Delivery for consideration:
  - 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).
- Delivery not for consideration:
  - Less than 1 oz.: Class A misdemeanor (up to 1 year and up to $2500)
  - Less than 5 gm.: Violation and fine of at least $500 but not more than $1000.

c. 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).
  - Marijuana (less than 1 oz.) Violation ($500 to $1000 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.

d. 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.

ANNUAL DISCLOSURE OF CRIME STATISTICS

The Jeanne Clery Disclosure of Campus Security Policy and Campus Crime Statistics Act (20 USC § 1092(f)) requires universities to disclose information about crime on and around their campuses.

Crime statistics for three years are published in the annual security report by October 1 of each year and submitted annually to the U.S. Department of Education. The online, web based data reporting and collection system required by the Department of Education each fall was completed and submitted on September 17, 2013. This confirmation message was received: "The Campus Safety and Security data for Willamette University (Main Campus) 210401001 were locked on Thursday, October 17, 2013. Thank you for your participation in the 2013 data collection."

Written requests 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 areas surrounding Willamette University property in each of these four jurisdictions.

Crimes are reported in the following seven major 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** – 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 fondling.
- **Non forcible sex offense** – defined as unlawful, non-forcible sexual intercourse, including, incest and statutory rape.
- **Robbery** – defined as taking or attempting to take anything of value from a person or
persons 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:
  - **Larceny/Theft**—includes, pocket picking, purse snatching, shoplifting, theft from building, theft from motor vehicle, theft of motor vehicle parts or accessories, and all other larceny.
  - **Simple Assault**—an unlawful physical attack by one person upon another where neither the offender displays a weapon, nor the victim suffers obvious severe or aggravated bodily injury involving apparent broken bones, loss of teeth, possible internal injury, severe laceration or loss of consciousness.
  - **Intimidation**—to unlawfully place another person in reasonable fear of bodily harm through the use of threatening words and/or other conduct but without displaying a weapon or subjecting the victim to actual physical attack.
  - **Destruction/Damage/Vandalism or Property (except Arson)**—to willfully or maliciously destroy, damage, deface or otherwise injure real or personal property without the consent of the owner or the person having custody or control of it.

**Categories of Prejudice:**

- **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.
- **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/national origin** – A preformed negative opinion or attitude toward a group of persons of the same race or national origin who share common or similar traits,
- **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.

## CRIME AND FIRE STATISTICS

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<th>Willamette University Crime and Fire Statistics</th>
<th>Calendar Year</th>
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*New federally-mandated categories to be tracked and reported beginning in 2013
** Contains anonymous data which may be duplicative
Reported Hate Crimes

2012: One crime of intimidation in a residence hall, characterized by ethnicity bias.
2011: No hate crimes reported.
2010: One crime of intimidation in a residence hall, characterized by sexual orientation bias.

Zena Forest and Granada, Spain Campuses

No crime statistics are currently available for the Zena Forest campus or the Granada, Spain campus. Crime statistics have been requested from local law enforcement agencies in these jurisdictions, but have not yet been received. This report will be updated when this information becomes available.
## Willamette University Crime and Fire

### Portland, Oregon Campus

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<td>Value of Property Damaged</td>
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*Catastrophes to be reported beginning in 2013*
MAP OF CLERY REPORTABLE AREAS

Main Campus in Salem, Oregon
Zena Farm Property
Portland, Oregon Campus
Granada, Spain Campus
ANNUAL FIRE SAFETY REPORT

The Higher Education Opportunity Act enacted on August 14, 2008, requires institutions that 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.

Policies

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. Fire drills are held throughout the year. Instructions for the evacuation of the halls in the event of a fire or emergency are provided in student rooms and on hall bulletin boards. Use of fire alarms and fire fighting equipment without the existence of an actual fire is a violation of Oregon Penal Code 148.4. Triggering a false fire alarm could result in misdemeanor charges, fines, and/or disciplinary action.

All residents must evacuate the residence hall or house 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 spot 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 Student Conduct and are subject to fines from Campus Safety. A fine of up to $500 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 Residential Services or Residence Life policies.
• Stoves and ovens in warming kitchens must not be left unattended while in use.
• **Burning and Open Flames** - Fire poses 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** - The use of barbecues or 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.
• **Fire Safety Equipment, Fire Alarms** - 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 an administrative charge.
• **Smoking** - All persons are prohibited from smoking within campus housing.
• All persons must smoke at least twenty-five (25) feet away from all buildings (including porches and balconies) and extinguish butts in appropriate receptacles.

**Fire Reporting**

Anyone knowing about a fire should immediately report the incident to the following:

• Report a Fire in Progress immediately to 911 (from a cell phone) 9-911 from a campus phone.
• Office of Campus Safety 503-370-6911
• 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 and report:
    - The location of the fire.
    - The suspected cause and current status of the fire.
    - 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.

- For Persons with Mobility Impairment
  - First, always assume it is a REAL FIRE and follow the general evacuation procedures listed in "Watching Out for Yourself on Campus" published by the Office of Campus Safety (Call 503-370-6911 for a copy).

- Guidelines Specific to Individuals with Mobility Impairments:
  - COLLINS SCIENCE CENTER AND HATFIELD LIBRARY: These buildings offer safe areas.
  - Individuals who use wheelchairs or other assistive technology for mobility should be directed to those designated safe areas.
  - THE LIBRARIES, SPARKS CENTER, AND ANY OTHER AREA WHERE THERE ARE RANDOM GROUPS: 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.
  - ALL OTHER BUILDINGS: The procedures listed below should be followed. The Fire Department will carry out the evacuation.

- Until the Fire Department Arrives:
  - Assign a student to immediately call 503-370-6911.
  - Report that there is an individual who uses a wheelchair or other assistive device in Hall _____, Floor _____, Room ____. Instruct the student to report back.
  - 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 IS A MATTER OF IMMINENT DANGER. IF A STUDENT 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. Residence Education staff is trained
to assist in the sign-in and verification of all students on the residence hall roster. Campus Safety Officers assist in the evacuation process and verify that all students have safely evacuated. Students receive an evacuation procedure for residence halls as part of their orientation package. 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.

**Prohibited Items in Student Rooms**

The following 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.

1. Violations of any published university policy or procedure or any local, state or federal law.
2. 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.
3. Candles and incense.
4. 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.)
5. 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.
6. The sale of alcoholic beverages, and the use, sale, distribution or possession of narcotics and other illegal drugs. The use or possession of alcoholic beverages is permitted only as outlined in the Selected Policies Manual and in adherence to Oregon State law.
7. Commercial use of any part of a residence facility or grounds, or solicitation anywhere on the premises by residents or nonresidents except as authorized by Residential Services. This includes using the facility as a location for child care or other personal gain.
8. Cats, dogs and other pets with the exception of fish (which are the student’s responsibility at all times). Students who violate this regulation are responsible for the cost of fumigation.
10. The possession of dangerous weapons including but not limited to sling shots,
firearms (including BB, Airsoft and paintball guns), nunchakus, knives, explosives including firecrackers, fireworks, dangerous chemicals or propulsion devices. A weapon includes: (a) any item or instrument defined as a weapon by local, state or federal law, (b) any item designed to cause injury or incapacitate another person, (c) any item used to harass, threaten, intimidate, assault or batter another person, (d) any item the university deems dangerous.

11. The installation of or tampering with outside antennas, cables of any kind, Comcast or Digital Satellite System equipment, except as authorized by Residential Services.

12. The repair of motor vehicles/scooters in any part of a residential facility or on the grounds.

13. 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.

14. The unauthorized possession, use, reproduction or sale of keys/ID cards to university facilities.

15. Removing beds or other furniture from the assigned room/suite.

16. Removing furniture/equipment from lounges or other common areas.

17. Lofts (e.g., raising the bed off the floor in any manner not consistent with manufacturer specifications), waterbeds or other construction additions.

18. Painting of student rooms.

19. Cohabitation (except in the 3 bedroom suites and shared singles at Kaneko Commons that may be assigned to mutually requested men and women and in approved gender neutral assignments).

20. Noise at any time of the day or night, which significantly disturbs other residents.

21. 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.

22. Remaining in the building during a fire alarm or drill.

23. Blocking egress. Using bathrooms, hallways, stairways, landings or doorways for recycling, bicycles, or any items that block egress.


25. Hanging items from pipes, vents, conduits, smoke detectors, sprinklers or other building structures.

26. The use of roof areas of buildings, porches, fire escapes (in non-emergency situations) or covered walkways.

27. Stolen property (i.e. street signs, etc.).

28. Smoking in campus residences, including the balconies at Kaneko Commons.
   (Smoking is allowed 25 feet away from university buildings.)

29. Display of alcohol containers regardless of the student’s age.

30. 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).

31. Hanging items out of a window, including window coolers, or displaying items in a
window is subject to restrictions.
32. Removing screens (except in emergencies).
33. Cinderblocks.
34. Duct tape.
35. Failure to clean up bodily fluids. A biohazard clean up fee will be assessed to an individual or to an entire living group or portion thereof if the responsible party is not identified.
36. Behavior which intimidates or interferes with the quiet enjoyment of the premises by others, specifically but not limited to behavior which attempts to force a roommate to move out of the room/suite, or to prevent a new roommate from moving in, and behavior which is disruptive in dining areas, classrooms or any other residential/campus facility.
37. The use of the university's name, symbols and identity without written permission.
38. Anything that changes the outside appearance of the building.
39. Irons without automatic shut offs. Irons with automatic shut offs may only be used in laundry rooms.
40. Refrigerators larger than 4.8 cubic feet and drawing more than 1.5 amps in student rooms/suites (must be UL approved).
41. Cooking in student rooms, suites, bathrooms, hallways or lounges, or on roofs, balconies or ledges.

Fire Safety Education & Training Programs
Residence 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 semester.

Future Improvements of Fire Safety
Willamette is concluding a four year effort to place sprinklers in Residence Hall buildings. All residence buildings but one, are now sprinkled. 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.

Description of On-Campus Student Housing Fire Safety Systems—Residence Halls/Apartments
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 that are on building power with a battery backup in case of power outages. 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.

**Fire Statistics for On-Campus Student Housing Facilities**

<table>
<thead>
<tr>
<th>Year</th>
<th>Fires Intentional</th>
<th>Fires Unintentional</th>
<th>Fires Undetermined</th>
<th>Fire Caused Deaths</th>
<th>Fire Caused Injuries</th>
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## Fire Safety Systems in Residential Facilities
### Willamette University, 2012

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<thead>
<tr>
<th>Housing Facility</th>
<th>Fire Alarm Monitoring Done on Site</th>
<th>Partial Sprinkler System(^1)</th>
<th>Full Sprinkler System(^2)</th>
<th>Smoke Detection</th>
<th>Fire Extinguisher Devises</th>
<th>Evacuation Plans and Placards</th>
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</table>

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 rooms.
## Important Phone Numbers & Other Contact Information

### Emergency Services

<table>
<thead>
<tr>
<th>Important Phone Numbers</th>
<th>Phone Numbers</th>
</tr>
</thead>
<tbody>
<tr>
<td>Police / Fire / Medical Emergency (from campus phones)</td>
<td>911</td>
</tr>
<tr>
<td>Alcoholics Anonymous</td>
<td>503-399-0599</td>
</tr>
<tr>
<td>Alanon (for friends, family)</td>
<td>503-370-7363</td>
</tr>
<tr>
<td>Crisis &amp; Information Hotline (24 hour)</td>
<td>503-581-5535</td>
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<tr>
<td>Marion County Mental Health Crisis Line</td>
<td>503-588-4949</td>
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<tr>
<td>Poison Center</td>
<td>800-222-1222</td>
</tr>
<tr>
<td>SafeRides (Yellow Cab)</td>
<td>503-362-2411</td>
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<tr>
<td>Safety Escorts</td>
<td>503-370-6911</td>
</tr>
<tr>
<td>Salem Hospital Drug/Alcohol Hotline</td>
<td>800-621-1646</td>
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<tr>
<td>Salem Parking Enforcement</td>
<td>503-585-6471</td>
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<tr>
<td>Salem Police Non-emergency</td>
<td>503-588-6123</td>
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<tr>
<td>S.A.R.A. Sexual Assault Response Allies (weekends)</td>
<td>503-851-4245</td>
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<td>Weather/Campus Closure Advisories</td>
<td>503-370-6300</td>
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<td>Women's Crisis Center</td>
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<td>WU Disability Services</td>
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<td>WU Health/Wellness Center</td>
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<td>WU Safety Committee</td>
<td>503-370-6907</td>
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