<table>
<thead>
<tr>
<th>Section</th>
<th>Page</th>
</tr>
</thead>
<tbody>
<tr>
<td>Introduction</td>
<td>5</td>
</tr>
<tr>
<td>Collecting and Preparing Crime Statistics</td>
<td>5</td>
</tr>
<tr>
<td>Reporting Considerations</td>
<td>6</td>
</tr>
<tr>
<td>Geography</td>
<td>9</td>
</tr>
<tr>
<td>Reportable Crimes</td>
<td>11</td>
</tr>
<tr>
<td>Hierarchy Rule</td>
<td>13</td>
</tr>
<tr>
<td>Crime Definitions</td>
<td>13</td>
</tr>
<tr>
<td>Clery Reportable Crimes</td>
<td>16</td>
</tr>
<tr>
<td>Forest Grove Campus Crime Data</td>
<td>16</td>
</tr>
<tr>
<td>Forest Grove Hate Crime Data</td>
<td>16</td>
</tr>
<tr>
<td>Hillsboro Campus Crime Data</td>
<td>17</td>
</tr>
<tr>
<td>Hillsboro Hate Crime Data</td>
<td>17</td>
</tr>
<tr>
<td>Eugene Campus Crime Data</td>
<td>17</td>
</tr>
<tr>
<td>Eugene Hate Crime Data</td>
<td>17</td>
</tr>
<tr>
<td>Woodburn Campus Crime Data</td>
<td>17</td>
</tr>
<tr>
<td>Woodburn Hate Crime Data</td>
<td>17</td>
</tr>
<tr>
<td>Reporting Crimes or Emergencies</td>
<td>18</td>
</tr>
<tr>
<td>Pacific University encourages accurate and prompt reporting of crimes</td>
<td>18</td>
</tr>
<tr>
<td>How can a report of a crime or an emergency be made?</td>
<td>18</td>
</tr>
<tr>
<td>Voluntary Confidential Reporting</td>
<td>19</td>
</tr>
<tr>
<td>Incidents of Sexual Harassment or Sexual Violence</td>
<td>19</td>
</tr>
<tr>
<td>Law Enforcement Authority</td>
<td>20</td>
</tr>
<tr>
<td>Missing Students: On-Campus Resident Policy</td>
<td>21</td>
</tr>
<tr>
<td>Emergency Notifications and Response</td>
<td>22</td>
</tr>
<tr>
<td>Timely Warnings: Alerting the Campus about Threats</td>
<td>23</td>
</tr>
<tr>
<td>Emergency Procedures</td>
<td>24</td>
</tr>
</tbody>
</table>
Emergency Evacuation Procedures
Security and Access Policy
Security Awareness Programs
Alcohol and Drug Use: Drug Free Schools and Communities Act
Substance Use: Individual Interventions
Violence Against Women Act (VAWA) Policies, Procedures, and Resources
  Jurisdictional definitions of VAWA offenses
  Definitions used Pacific University for VAWA offenses
Education and Prevention Programs
Reporting Sexual Assault, Domestic Violence, Dating Violence, and Stalking
  Involvement of law enforcement and campus authorities
  Victim’s rights overview
Student Reporting Options
Employee Harassment (Including Sexual Harassment) Policy
  Reporting alleged harassment
  Violations of policy
Assistance for Victims: Rights and Options
  Confidential campus and community resources
Sex Offender Registration Information
Student Sexual Misconduct Investigation and Adjudication Procedures
  Filing a disciplinary complaint
  Informational meetings
  Investigation
  Hearing types
  Adjudication procedures
  Sanctions
  Appeals
<table>
<thead>
<tr>
<th>Section</th>
<th>Page</th>
</tr>
</thead>
<tbody>
<tr>
<td>Annual Fire Safety Report</td>
<td>61</td>
</tr>
<tr>
<td>Reporting Fires</td>
<td>61</td>
</tr>
<tr>
<td>Fire Safety Systems in Student Housing Facilities</td>
<td>62</td>
</tr>
<tr>
<td>Residence Hall Fire Safety Policies</td>
<td>62</td>
</tr>
<tr>
<td>Residence Hall Safety Inspections</td>
<td>66</td>
</tr>
<tr>
<td>Response to Fires, Fire Alarms, and Explosions in Student Housing</td>
<td>66</td>
</tr>
<tr>
<td>Catastrophic disaster assembly</td>
<td>67</td>
</tr>
<tr>
<td>Plans for future fire safety improvements</td>
<td>68</td>
</tr>
<tr>
<td>Fire Safety Systems by Residential Location</td>
<td>68</td>
</tr>
<tr>
<td>2018 Statistics and Related Information Regarding Fires in Residential Facilities</td>
<td>68</td>
</tr>
<tr>
<td>Fire Incidents in 2016-2018</td>
<td>69</td>
</tr>
<tr>
<td>Internet Links To Resources</td>
<td>69</td>
</tr>
<tr>
<td>Other Contact Information</td>
<td>70</td>
</tr>
</tbody>
</table>

Report prepared by the Clery Compliance Team:
Will Perkins, Associate Vice President of Student Affairs and Dean of Students
Lindsey Blem, Director of Residence Life and Student Conduct
Jerry Rice, Campus Public Safety Manager
Kathleen Converse, Campus Wellness Coordinator
Introduction

Developed in compliance with the Jeanne Clery Disclosure of Campus Security Policy and Campus Crime Statistics Act (Clery Act), the Annual Security Report informs current students and employees as well as prospective students and employees of the reported crimes occurring within Pacific University’s geography in the three most recent calendar years. This report reflects data from calendar years 2016, 2017 and 2018. Statistics are collected from a variety of sources including local law enforcement agencies, and university departments, such as Campus Public Safety, the Dean of Student’s Office, Residence Life, Housing, the Student Counseling Center, and the Campus Wellness Office. The Annual Security Report provides the campus community with information and resources so they can make informed and reasoned decisions about their personal safety. Included are campus crime statistics, current safety related policies, helpful resources and educational programs for students and employees at Pacific University. The Annual Fire Safety Report, also included in this report, contains information about fire safety practices and fire statistics in On-Campus Student Housing Facilities from calendar years 2016, 2017 and 2018. The policies in the Annual Security Report and the Annual Fire Safety Report apply to all Pacific University campuses unless otherwise specified.

Collecting and Preparing Crime Statistics

The Clery Compliance Team collects reports of crimes and law violations from Campus Public Safety, Forest Grove Police Department, Hillsboro Police Department, Eugene Police Department and Woodburn Police Department. Data is also gathered from designated Campus Security Authorities, such as resident assistants, coaches and recognized student group advisors. In order to increase accuracy of data, de-identified, aggregate reports are also gathered from the Student Counseling Center and the Campus Wellness Office, offices which hold privilege and thus cannot provide data where individuals can be identified. This information is then compiled into the crime statistics you see in this report.

Each year, an email notice is sent to all university faculty, staff, and enrolled students informing them of the report’s availability. This email also points to the Clery Compliance website, https://www.pacificu.edu/about-us/offices/campus-public-safety/clery-act-crime-statistics and indicates how to obtain a printed copy of the Annual Security and Fire Safety Report. Other methods of distribution include posting notifications in various locations on campus. In addition, links on various university websites help direct students, prospective students, and employees to this information.

A printed copy of the Annual Security and Fire Safety Report can be picked up at Campus Public Safety, 2128 College Way, Forest Grove OR 97116 or a digital copy is available at https://www.pacificu.edu/about-us/offices/campus-public-safety/clery-act-crime-statistics
copy may also be requested by sending an email to Campus Public Safety at cps@pacificu.edu.

Copies of the Annual Security and Fire Safety Report are provided at no cost.

Each Pacific University campus with a Campus Public Safety office keeps a daily crime log to record all criminal incidents and alleged criminal incidents that are reported to Campus Public Safety. The purpose of the daily crime log is to provide crime information on a timelier basis than the annual statistical disclosure. Daily crime logs reflect the most recent 60-day period and are available for public inspection, free of charge, upon request, during normal business hours. A daily crime log for the Forest Grove campus is available during normal business hours at Campus Public Safety, 2128 College Way, Forest Grove OR 97116. A daily crime log for the Hillsboro campus is available during normal business hours at Campus Public Safety, Pacific University, 190 SE 8th Avenue, Hillsboro, OR 97123. The daily crime log may also be requested for either campus by emailing cps@pacificu.edu. A printed copy of the log will be sent to you free of charge. The Eugene and Woodburn campuses of Pacific University do not have a Campus Public Safety office, and as a result, they do not maintain a daily crime log.

**Reporting Considerations**

For an incident to be Clery countable, it must be:

**Reported** – The incident must be reported to law enforcement or to a person who, according to the Clery Act, is defined as a Campus Security Authority (CSA). Crimes can be reported by the victim, the accused, a witness, or a third party. When the incident is reported through a law enforcement agency, it is assumed the report was determined to have been made in good faith. The Clery Act designates four groups of individuals and organizations associated with an institution as Campus Security Authorities, these four groups include the following:

- A campus police department or a campus security department.
- Any individual or individuals who have responsibility for campus security, but who do not constitute a campus police department or a campus security department.
- Any individual or organization specified in an institution’s statement of campus security policy as an individual or organization to which students and employees should report criminal offenses.
- An official of an institution who has significant responsibility for student and campus activities, including, but not limited to, student housing, student discipline and campus judicial proceedings.

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

- President, Vice Presidents, Deans, Assistant and Associate Deans, Directors of Academic Programs, Assistant and Associate Vice Presidents
- Office of Campus Public Safety
- Staff in Student Life, Residence Life (including Resident Assistants), Student Conduct, Housing, Student Activities, Learning Support Services, Hawaii Outreach
and Programming, Orientation, Pacific Information Center, Outdoor Pursuits, Intramurals)

- Department of Athletics (including all coaches)
- Students whose jobs include responsibilities to monitor access into campus facilities
- Staff and faculty who serve as Club Advisors
- Staff and faculty who oversee University Centers, including Gender Equity, Civic Engagement, and Sustainable Society
- Staff members who supervise students in any capacity
- Faculty members

The following may have significant responsibility for student and campus activities, but are exempted from reporting because they are considered a confidential reporting resource:

- Chaplain/pastoral counselor: Defined as “a person who is recognized by a religious order or denomination, or as Chaplain, and is someone who provides confidential counseling, and is functioning within the authorized scope of that recognition, by their responsibilities, job description, and title.” At Pacific University, this definition includes the university 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 to all trained psychologists, social workers, and counselors in the Student Counseling Center on the Forest Grove and Hillsboro campuses, and their supervisees, as well as to professional counselors who are not employees of the university, but are under contract to provide counseling to Pacific University students. The exception also applies to licensed psychologists and their supervisees/trainees at the Pacific Psychology Clinics in Hillsboro and Portland who receive a disclosure in the context of a privileged communication.
- Medical staff at the Pacific University Health Center on the Forest Grove and Hillsboro campuses.
- Professional staff in the Office of Campus Wellness
- Certified Advocates who hold privilege under ORS 40.264 Rule 507-1

**Reportable Crimes** – The crime reported must be one of those defined in the Clery Act as a reportable crime. See the reportable crimes table.

**Reportable Area** – The crime must have occurred in one of the Clery Act reportable geographic areas. These areas include On-Campus, On-Campus Student Housing Facilities, Non-campus and Public Property. Clery Act geography includes all properties owned or controlled by the university and the public property immediately adjacent to the core campuses. Crime statistics are reported by these distinct Clery geographic areas:
● **On-Campus** – Any building or property owned or controlled by Pacific University within the same reasonably contiguous geographic area of the core campus, and used by Pacific University in direct support of, or in a manner related to Pacific University’s educational purposes, including student housing facilities; and

Any building or property that is within or reasonably contiguous to the core campus that is owned by Pacific University, but controlled by another person, is frequently used by students and supports institutional purposes, such as a food or other retail vendor. Additionally, locations within one mile of Pacific University’s core campuses are considered for inclusion in the On-Campus group. Before these locations are included, their function and relationship to the university are evaluated.

● **On-Campus Student Housing Facilities** – Any On-Campus building or structure that is owned or controlled by the university and used by students as a dwelling on-campus. This category includes student housing facilities and family housing located on-campus.

● **Non-campus** – Any building or property owned or controlled by a student organization that is officially recognized by Pacific University; or

Any building or property owned or controlled by Pacific University that is used in direct support of, or in relation to, the university’s educational purposes, is frequently used by students, and is not within the same reasonably contiguous geographic area of the institution.

● **Public Property** – All public property, including thoroughfares, streets, sidewalks, and parking facilities, which are within the campus, or immediately adjacent to and accessible from the campus. This property is owned by a public entity, such as a city or state government. Perimeter streets are described in the following way: “Sidewalk – Street – Sidewalk”. This means that a reportable crime occurring on the sidewalk on either side of a perimeter street is reportable, as well as incidents occurring in the street. But an incident occurring in a building (a privately owned property) on the distant side of a perimeter street would not be included.
Geography
Reportable On-Campus area is illustrated for each campus below.

Eugene Campus
40 E Broadway, Suite 250
Eugene, OR 97401
Clergy campus boundary in red

Woodburn Campus
124 W Lincoln St.
Woodburn, OR 97071
Clergy campus boundary in red
Forest Grove Campus

2043 College Way
Forest Grove, OR 97116

Clery campus boundary in red
Reportable Crimes
The Clery Act specifies a standard set of crimes each institution must disclose. Although the local jurisdiction’s law enforcement agency or the district attorney may choose not to charge an individual for one of these offenses because there is insufficient evidence to reach a conviction, the crime will still be counted in our crime statistics because it was reported. If sworn law enforcement personnel determine an incident could not have occurred or did not occur, i.e. a false report, the crime would be “Unfounded” and reported in the annual report’s “Unfounded” statistics.
### Primary Criminal Offenses

<table>
<thead>
<tr>
<th>Crime</th>
<th>Count by Number of:</th>
</tr>
</thead>
<tbody>
<tr>
<td>Criminal Homicide – Murder and Non-negligent Manslaughter</td>
<td>Victims</td>
</tr>
<tr>
<td>Criminal Homicide – Manslaughter by Negligence</td>
<td>Victims</td>
</tr>
<tr>
<td>Sexual Assault – Rape</td>
<td>Victims</td>
</tr>
<tr>
<td>Sexual Assault – Incest</td>
<td>Victims</td>
</tr>
<tr>
<td>Sexual Assault – Statutory Rape</td>
<td>Victims</td>
</tr>
<tr>
<td>Robbery</td>
<td>Incidents</td>
</tr>
<tr>
<td>Burglary</td>
<td>Incidents</td>
</tr>
<tr>
<td>Motor Vehicle Theft</td>
<td>Vehicles</td>
</tr>
<tr>
<td>Arson</td>
<td>Point of origin</td>
</tr>
</tbody>
</table>

### Hate Crimes

<table>
<thead>
<tr>
<th>Crime/Offense</th>
<th>Count by number of:</th>
</tr>
</thead>
<tbody>
<tr>
<td>Hate Crimes (any of the primary criminal offenses)</td>
<td>Incidents Based on Perception of Perpetrator</td>
</tr>
<tr>
<td>Hate Crime – Larceny</td>
<td>Incidents Based on Perception of Perpetrator</td>
</tr>
<tr>
<td>Hate Crime – Simple Assault</td>
<td>Incidents Based on Perception of Perpetrator</td>
</tr>
<tr>
<td>Hate Crime – Intimidiation</td>
<td>Incidents Based on Perception of Perpetrator</td>
</tr>
<tr>
<td>Hate Crime – Vandalism</td>
<td>Incidents Based on Perception of Perpetrator</td>
</tr>
</tbody>
</table>

### Violence Against Women Act (VAWA) Offenses

<table>
<thead>
<tr>
<th>Offense</th>
<th>Count by Number of:</th>
</tr>
</thead>
<tbody>
<tr>
<td>Domestic Violence</td>
<td>Victims</td>
</tr>
<tr>
<td>Dating Violence</td>
<td>Victims</td>
</tr>
<tr>
<td>Stalking</td>
<td>Victims</td>
</tr>
</tbody>
</table>

### Arrests and Referrals for Disciplinary Action

<table>
<thead>
<tr>
<th>Offense</th>
<th>Count by Number of:</th>
</tr>
</thead>
<tbody>
<tr>
<td>Liquor, Drug, and Weapon Law Offenses</td>
<td>Arrests</td>
</tr>
<tr>
<td>Liquor, Drug, and Weapon Law Offenses</td>
<td>Referrals</td>
</tr>
</tbody>
</table>

For liquor, drug, and weapon offenses, the statistics are divided into two categories. The first set of numbers is for individuals who were arrested and the second is for individuals who were referred to Pacific University for disciplinary action. The numbers in both groups are the result of a law violation.
Hierarchy Rule

The Hierarchy Rule states when more than one Primary Criminal Offense was committed during a single incident, institutions should only count the most serious offense. For example, if a person committed a Burglary and a Murder in the course of a single act, then only the Murder would be counted. However, it is possible that one incident could have elements that require it to be counted as a Primary Criminal Offense, a Hate Crime, a VAWA Offense and an Arrest or Referral for Liquor, Drug, and Weapon Law Offenses. In accordance with the 2016 Department of Education Handbook for Campus Safety and Security Reporting, there are exceptions to using the Hierarchy Rule. Exceptions apply to Arson, Sexual Assaults, Hate Crimes, VAWA offenses, and Liquor, Drug, and Weapons Offenses.

- If Arson is committed during the same incident as one or more offenses, it is always counted with the most serious offense.
- Sexual Assaults will always be counted when occurring in the same incident as Murder.
- All offenses committed in a multiple offense incident that are bias-motivated must be counted for Hate Crimes. No hierarchy is applied. For example, for a single incident involving both a Rape and an Aggravated Assault that were both Hate Crimes, only Rape is included in the Primary Criminal Offenses category, but both the Rape and the Aggravated Assault are included in the Hate Crimes category.
- If a VAWA offense is committed during the same incident as another crime, both will be counted.
- If multiple Liquor, Drug, and Weapons Offenses occur in the same incident, only the most serious offense will be counted. Liquor, Drug, and Weapons Offenses are counted in addition to the most serious Criminal Offense when occurring in a single incident. If offenses are equal in severity and both are violations, such as Minor in Possession of Alcohol and Minor in Possession of Marijuana, Pacific University will count the Liquor Law Violation since the institution has determined there are more adverse effects to its community based on alcohol-related behaviors.

Crime Definitions

**Murder and Non-Negligent Manslaughter**: The willful (non-negligent) killing of one human being by another.

**Manslaughter by Negligence**: The killing of another person by gross negligence.

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

**Rape**: Penetration, no matter how slight, of the vagina or anus with any body part or object, or oral penetration by a sex organ of another person, without the consent of the victim. This definition includes any gender of victim(s) or perpetrator(s).
**Fondling:** The touching of the private body parts of another person for the purpose of sexual gratification, without consent of the victim, including instances where the victim is incapable of giving consent because of his/her age or temporary or permanent mental or physical incapacity.

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

**Statutory Rape:** Sexual intercourse with a person who is under the statutory age of consent.

**Robbery:** The taking or attempting to take anything of value from the care, custody, or control of a person or persons by force or threat of force, violence, and/or by putting the victim in fear.

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

**Burglary:** The unlawful entry of a structure to commit a felony or a theft.

**Motor Vehicle Theft:** The theft or attempted theft of a motor vehicle.

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

**Hate Crimes:** A criminal offense that manifests evidence that the victim was intentionally selected because of the perpetrator’s bias against the victim.

Categories of bias are: Race, Gender, Religion, Gender Identity, Ethnicity, National Origin, Sexual Orientation, Disability

In addition to the criminal offenses listed above, the following crimes are also classified as Hate Crimes when there is evidence that the offense was committed with bias against a protected class, as described above: Larceny / Theft, Simple Assault, Intimidation, Destruction / Damage/Vandalism of property

**Liquor Law Arrests and Violations:** The violation of state or local laws or ordinances prohibiting the manufacture, sale, purchase, transportation, possession, or use of alcoholic beverages, not including driving under the influence and drunkenness.

**Drug Abuse Violations:** The violation of state or local laws prohibiting the production, distribution, and/or use of certain controlled substances and the equipment or devices utilized in their preparation and/or use. The unlawful cultivation, manufacture, distribution, sale, purchase, use, possession, transportation, or importation of any controlled drug or narcotic substance. Arrests for violations of state and local law or ordinances, specifically those relating to the unlawful possession, sale, use, growing, manufacturing, and making of narcotic drugs.

**Weapon Law Arrest and Violations:** The violation of state or local laws prohibiting the manufacture, sale purchase, transportation, possession, concealment or use of firearms, cutting
instruments, explosives, incendiary devices or other deadly weapons. This classification encompasses weapons offenses that are regulatory in nature.

**Domestic Violence:** A felony or misdemeanor crime of violence committed by—

- A current or former spouse or intimate partner of the victim;
- A person with whom the victim shares a child;
- A person who is cohabitating with or has cohabitated with the victim as a spouse or intimate partner;
- A person similarly situated to a spouse of the victim under the domestic or family violence laws of the jurisdiction in which the crime of violence occurred
- By any other person against an adult or youth victim who is protected from that person’s acts under the domestic or family violence laws of the jurisdiction in which the crime of violence occurred.

**Dating Violence:** Violence committed by—

- A person who is or has been in a social relationship of a romantic or intimate nature with the victim. The existence of such a relationship shall be determined based on the reporting party’s statement and a consideration of the length of the relationship, the type of relationship, and the frequency of interaction between the parties involved in the relationship. For the purposes of this definition -
  - Dating Violence includes, but is not limited to, sexual or physical abuse or the threat of such abuse.
  - Dating Violence does not include acts covered under the definition of Domestic Violence.

**Stalking:** Engaging in a course of conduct directed at a specific person that would cause a reasonable person to—

- Fear for the person’s safety or the safety of others; or
- Suffer substantial emotional distress.

For the purposes of this definition—

- **Course of conduct** means two or more acts, including, but not limited to, acts which the stalker directly, indirectly, or through third parties, by any action, method, device, or means, follows, monitors, observes, surveils, threatens, or communicates to or about, a person, or interferes with a person’s property.
- **Reasonable person** means a reasonable person under similar circumstances and with similar identities to the victim.
- **Substantial emotional distress** means significant mental suffering or anguish that may, but does not necessarily, require medical or other professional treatment or counseling.
### Clery Reportable Crimes

#### Forest Grove Campus Crime Data

<table>
<thead>
<tr>
<th>Year</th>
<th>On Campus: Residence Hall</th>
<th>On Campus: Other</th>
<th>Total On Campus</th>
<th>Non-Campus</th>
<th>Public Property</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Arson</td>
<td>2018: 1</td>
<td>0</td>
<td>1</td>
<td>0</td>
<td>0</td>
</tr>
<tr>
<td></td>
<td>2017: 0</td>
<td>0</td>
<td>0</td>
<td>0</td>
<td>0</td>
</tr>
<tr>
<td></td>
<td>2016: 0</td>
<td>0</td>
<td>0</td>
<td>0</td>
<td>0</td>
</tr>
<tr>
<td>Manislaughter</td>
<td>2018: 0</td>
<td>0</td>
<td>0</td>
<td>0</td>
<td>0</td>
</tr>
<tr>
<td></td>
<td>2017: 0</td>
<td>0</td>
<td>0</td>
<td>0</td>
<td>0</td>
</tr>
<tr>
<td></td>
<td>2016: 0</td>
<td>0</td>
<td>0</td>
<td>0</td>
<td>0</td>
</tr>
<tr>
<td>Manslaughter by Negligence</td>
<td>2018: 0</td>
<td>0</td>
<td>0</td>
<td>0</td>
<td>0</td>
</tr>
<tr>
<td></td>
<td>2017: 0</td>
<td>0</td>
<td>0</td>
<td>0</td>
<td>0</td>
</tr>
<tr>
<td></td>
<td>2016: 0</td>
<td>0</td>
<td>0</td>
<td>0</td>
<td>0</td>
</tr>
<tr>
<td>Forcible Sex Offense</td>
<td>2018: 0</td>
<td>0</td>
<td>0</td>
<td>0</td>
<td>0</td>
</tr>
<tr>
<td></td>
<td>2017: 0</td>
<td>0</td>
<td>0</td>
<td>0</td>
<td>0</td>
</tr>
<tr>
<td></td>
<td>2016: 0</td>
<td>0</td>
<td>0</td>
<td>0</td>
<td>0</td>
</tr>
<tr>
<td>Non Forcible Sex Offense</td>
<td>2018: 0</td>
<td>0</td>
<td>0</td>
<td>0</td>
<td>0</td>
</tr>
<tr>
<td></td>
<td>2017: 0</td>
<td>0</td>
<td>0</td>
<td>0</td>
<td>0</td>
</tr>
<tr>
<td></td>
<td>2016: 0</td>
<td>0</td>
<td>0</td>
<td>0</td>
<td>0</td>
</tr>
<tr>
<td>Robbery</td>
<td>2018: 0</td>
<td>0</td>
<td>0</td>
<td>0</td>
<td>0</td>
</tr>
<tr>
<td></td>
<td>2017: 0</td>
<td>0</td>
<td>0</td>
<td>0</td>
<td>0</td>
</tr>
<tr>
<td></td>
<td>2016: 0</td>
<td>0</td>
<td>0</td>
<td>0</td>
<td>0</td>
</tr>
<tr>
<td>Aggravated Assault</td>
<td>2018: 0</td>
<td>0</td>
<td>0</td>
<td>0</td>
<td>0</td>
</tr>
<tr>
<td></td>
<td>2017: 0</td>
<td>0</td>
<td>0</td>
<td>0</td>
<td>0</td>
</tr>
<tr>
<td></td>
<td>2016: 0</td>
<td>0</td>
<td>0</td>
<td>0</td>
<td>0</td>
</tr>
<tr>
<td>Burglary</td>
<td>2018: 0</td>
<td>0</td>
<td>0</td>
<td>0</td>
<td>0</td>
</tr>
<tr>
<td></td>
<td>2017: 0</td>
<td>0</td>
<td>0</td>
<td>0</td>
<td>0</td>
</tr>
<tr>
<td></td>
<td>2016: 0</td>
<td>0</td>
<td>0</td>
<td>0</td>
<td>0</td>
</tr>
<tr>
<td>Motor Vehicle Theft</td>
<td>2018: 0</td>
<td>2</td>
<td>2</td>
<td>0</td>
<td>0</td>
</tr>
<tr>
<td></td>
<td>2017: 0</td>
<td>0</td>
<td>0</td>
<td>0</td>
<td>0</td>
</tr>
<tr>
<td></td>
<td>2016: 0</td>
<td>0</td>
<td>0</td>
<td>0</td>
<td>0</td>
</tr>
<tr>
<td>Weapons Arrest</td>
<td>2018: 0</td>
<td>1</td>
<td>1</td>
<td>0</td>
<td>0</td>
</tr>
<tr>
<td></td>
<td>2017: 0</td>
<td>1</td>
<td>1</td>
<td>0</td>
<td>0</td>
</tr>
<tr>
<td></td>
<td>2016: 0</td>
<td>0</td>
<td>0</td>
<td>0</td>
<td>0</td>
</tr>
<tr>
<td>Drug Arrest</td>
<td>2018: 0</td>
<td>0</td>
<td>0</td>
<td>0</td>
<td>0</td>
</tr>
<tr>
<td></td>
<td>2017: 0</td>
<td>0</td>
<td>0</td>
<td>0</td>
<td>0</td>
</tr>
<tr>
<td></td>
<td>2016: 0</td>
<td>0</td>
<td>0</td>
<td>0</td>
<td>0</td>
</tr>
<tr>
<td>Alcohol Arrest</td>
<td>2018: 0</td>
<td>0</td>
<td>0</td>
<td>0</td>
<td>0</td>
</tr>
<tr>
<td></td>
<td>2017: 0</td>
<td>0</td>
<td>0</td>
<td>0</td>
<td>0</td>
</tr>
<tr>
<td></td>
<td>2016: 0</td>
<td>0</td>
<td>0</td>
<td>0</td>
<td>0</td>
</tr>
<tr>
<td>Weapons Referral</td>
<td>2018: 0</td>
<td>0</td>
<td>0</td>
<td>0</td>
<td>0</td>
</tr>
<tr>
<td></td>
<td>2017: 0</td>
<td>0</td>
<td>0</td>
<td>0</td>
<td>0</td>
</tr>
<tr>
<td></td>
<td>2016: 0</td>
<td>0</td>
<td>0</td>
<td>0</td>
<td>0</td>
</tr>
<tr>
<td>Drug Referral</td>
<td>2018: 46</td>
<td>1</td>
<td>47</td>
<td>0</td>
<td>0</td>
</tr>
<tr>
<td></td>
<td>2017: 43</td>
<td>2</td>
<td>45</td>
<td>0</td>
<td>0</td>
</tr>
<tr>
<td></td>
<td>2016: 72</td>
<td>1</td>
<td>73</td>
<td>0</td>
<td>0</td>
</tr>
<tr>
<td>Alcohol Referral</td>
<td>2018: 95</td>
<td>3</td>
<td>98</td>
<td>0</td>
<td>0</td>
</tr>
<tr>
<td></td>
<td>2017: 63</td>
<td>0</td>
<td>63</td>
<td>0</td>
<td>0</td>
</tr>
<tr>
<td></td>
<td>2016: 93</td>
<td>3</td>
<td>96</td>
<td>0</td>
<td>0</td>
</tr>
<tr>
<td>Stalking</td>
<td>2018: 1</td>
<td>0</td>
<td>1</td>
<td>0</td>
<td>0</td>
</tr>
<tr>
<td></td>
<td>2017: 0</td>
<td>3</td>
<td>3</td>
<td>0</td>
<td>0</td>
</tr>
<tr>
<td></td>
<td>2016: 3</td>
<td>1</td>
<td>4</td>
<td>0</td>
<td>0</td>
</tr>
<tr>
<td>Dating Violence</td>
<td>2018: 8</td>
<td>0</td>
<td>8</td>
<td>0</td>
<td>0</td>
</tr>
<tr>
<td></td>
<td>2017: 5</td>
<td>0</td>
<td>5</td>
<td>0</td>
<td>0</td>
</tr>
<tr>
<td></td>
<td>2016: 0</td>
<td>0</td>
<td>0</td>
<td>0</td>
<td>0</td>
</tr>
<tr>
<td>Domestic Violence</td>
<td>2018: 0</td>
<td>0</td>
<td>0</td>
<td>0</td>
<td>0</td>
</tr>
<tr>
<td></td>
<td>2017: 0</td>
<td>0</td>
<td>0</td>
<td>0</td>
<td>0</td>
</tr>
<tr>
<td></td>
<td>2016: 0</td>
<td>0</td>
<td>0</td>
<td>0</td>
<td>0</td>
</tr>
<tr>
<td>Rape</td>
<td>2018: 2</td>
<td>0</td>
<td>2</td>
<td>0</td>
<td>0</td>
</tr>
<tr>
<td></td>
<td>2017: 3</td>
<td>0</td>
<td>3</td>
<td>0</td>
<td>0</td>
</tr>
<tr>
<td></td>
<td>2016: 8</td>
<td>0</td>
<td>8</td>
<td>0</td>
<td>0</td>
</tr>
<tr>
<td>Foul Play</td>
<td>2018: 2</td>
<td>0</td>
<td>2</td>
<td>0</td>
<td>0</td>
</tr>
<tr>
<td></td>
<td>2017: 1</td>
<td>1</td>
<td>2</td>
<td>0</td>
<td>0</td>
</tr>
<tr>
<td></td>
<td>2016: 4</td>
<td>0</td>
<td>4</td>
<td>0</td>
<td>0</td>
</tr>
<tr>
<td>Incest</td>
<td>2018: 0</td>
<td>0</td>
<td>0</td>
<td>0</td>
<td>0</td>
</tr>
<tr>
<td></td>
<td>2017: 0</td>
<td>0</td>
<td>0</td>
<td>0</td>
<td>0</td>
</tr>
<tr>
<td></td>
<td>2016: 0</td>
<td>0</td>
<td>0</td>
<td>0</td>
<td>0</td>
</tr>
<tr>
<td>Statutory Rape</td>
<td>2018: 0</td>
<td>0</td>
<td>0</td>
<td>0</td>
<td>0</td>
</tr>
<tr>
<td></td>
<td>2017: 0</td>
<td>0</td>
<td>0</td>
<td>0</td>
<td>0</td>
</tr>
<tr>
<td></td>
<td>2016: 0</td>
<td>0</td>
<td>0</td>
<td>0</td>
<td>0</td>
</tr>
</tbody>
</table>

- 0 hate crimes reported in 2017 or 2018.
- 2 on-campus hate crimes reported in 2016: intimidation based on race.
Hillsboro Campus Crime Data

Clery-reportable crimes:

- Motor vehicle theft
  - On campus, 2017: 1
  - Public property, 2017: 1
- Stalking
  - Non-campus, 2018: 1
- No other Clery-reportable crimes for Hillsboro campus, 2016-2018

Eugene Campus Crime Data

There were no Clery-reportable crimes for Eugene campus, 2016-2018.

Woodburn Campus Crime Data

Clery-reportable crimes:

- Burglary
  - On campus, 2016: 2
  - Non-campus 2017: 1
- No other Clery-reportable crimes for Woodburn Campus, 2016-2018
Reporting Crimes or Emergencies

Pacific University encourages accurate and prompt reporting of crimes

Pacific University has a responsibility to inform the campus community about crimes or incidents that pose a serious or continuing threat to safety. Students and employees at every Pacific University campus are encouraged to promptly report crimes to Campus Public Safety and the nearest local law enforcement agency in an accurate and timely manner regardless of whether the victim elects to, or is able to, report. If the campus does not have a Campus Public Safety office, students and employees are to contact the nearest local law enforcement agency and then report the incident to Campus Public Safety at (503) 352-2230.

Prompt reporting to Campus Public Safety allows the university to do a threat assessment which may result in the sending of a Timely Warning or an Emergency Notification to help the campus community protect themselves from a similar crime. Delaying the reporting of such incidents may prevent the university from sending a Timely Warning or Emergency Notification to the campus community as required by the Clery Act.

How can a report of a crime or an emergency be made?

Reports may be made in person, by phone to Campus Public Safety, or by using the Blue Light phones found in many locations around the Pacific University Forest Grove Campus. All suspicious activity seen in the parking lots or loitering around vehicles, inside buildings or around the student housing facilities should be immediately reported to Campus Public Safety or to local law enforcement. The chart below contains contact information for law enforcement and security offices at each of the university’s campuses.

<table>
<thead>
<tr>
<th>All Emergencies On and Off Campus - 911</th>
</tr>
</thead>
<tbody>
<tr>
<td>On-Campus Forest Grove</td>
</tr>
<tr>
<td>Campus Public Safety</td>
</tr>
<tr>
<td>2128 College Way, Forest Grove OR 97116</td>
</tr>
<tr>
<td>(503) 352-2230</td>
</tr>
<tr>
<td>Off campus Forest Grove Non-Emergencies</td>
</tr>
<tr>
<td>Forest Grove Police Dept. (503) 629-0111</td>
</tr>
<tr>
<td>Forest Grove Fire Dept. (503) 629-0111</td>
</tr>
<tr>
<td>Washington Co. Sheriff’s Dept. (503) 629-0111</td>
</tr>
<tr>
<td>On-Campus Hillsboro</td>
</tr>
<tr>
<td>Campus Public Safety</td>
</tr>
<tr>
<td>190 SE 8th Avenue, Hillsboro OR 97123</td>
</tr>
<tr>
<td>(503) 352-7207</td>
</tr>
<tr>
<td>Off-Campus Hillsboro Non-Emergencies</td>
</tr>
<tr>
<td>Hillsboro Police Dept. (503) 681-6190</td>
</tr>
<tr>
<td>Hillsboro Fire Dept. (503) 681-6166</td>
</tr>
<tr>
<td>Washington County Sheriff’s Dept. (503) 629-0111</td>
</tr>
<tr>
<td>On-Campus Eugene</td>
</tr>
<tr>
<td>Eugene Police Dept. (541) 682-5111</td>
</tr>
<tr>
<td>Eugene Fire Dept. (541) 682-7100</td>
</tr>
<tr>
<td>Lane County Sheriff’s Dept. (541) 682-4150</td>
</tr>
<tr>
<td>Location</td>
</tr>
<tr>
<td>----------------------</td>
</tr>
<tr>
<td>Off-Campus Eugene Non-Emergencies</td>
</tr>
<tr>
<td>On-Campus Woodburn Non-Emergencies</td>
</tr>
<tr>
<td>Off-Campus Woodburn Non-Emergencies</td>
</tr>
</tbody>
</table>

**For non-campus locations, please call local law enforcement and Campus Public Safety**

---

**Voluntary Confidential Reporting**

In Oregon, police reports are public records and information contained in those records may not be kept confidential. Additionally, reports made to Campus Public Safety are considered “law enforcement unit records” under the Family Educational Rights and Privacy Act (FERPA) and do not have the same level of confidentiality as student educational records. As a result, Campus Public Safety records may be shared with law enforcement under certain circumstances, without specific permission from persons named in the records. Victims and witnesses who wish to make confidential reports of crimes may report these to the Campus Wellness Coordinator or to the Student Counseling Center. Student Counseling Center staff hold privilege and the confidentiality of their records are covered under Oregon Law (ORS 40.230, Rule 504). The Campus Wellness Coordinator also has privilege and the confidentiality of the Wellness Coordinator’s records are covered under Oregon Law (ORS 40.264, Rule 507-1). Information that the university provides to students who have had unwanted sexual experiences includes information regarding the fact that the Student Counseling Center and the Campus Wellness Office are confidential reporters, but will provide de-identified aggregate information to the university for Clery reporting purposes.

**Incidents of Sexual Harassment or Sexual Violence**

It is the university’s obligation to take reasonable steps to eliminate sexual violence and harassment, prevent its recurrence and address the effects. In every instance, the university will seek to honor a survivor’s desire to remain confidential and will take reasonable steps to respond in the manner consistent with such requests.

Survivors who wish to discuss an incident and maintain complete confidentiality without generating a report may do so at the Student Counseling Center (503) 352-2191 or the Campus Wellness Office in Clark Hall (503) 352-CARE (2273).
Law Enforcement Authority

Forest Grove Campus - Police Authority

Pacific University employs Campus Public Safety officers to patrol the Forest Grove Campus. These officers are licensed security professionals trained through the State of Oregon Department of Public Safety Standards and Training. Officers of Campus Public Safety have the authority to ask persons for identification and to determine whether individuals have lawful business on the Pacific University campus. They also have the authority to enforce Pacific University Policies and Standards, issue Exclusion Orders and possess citizen’s arrest powers (though they do not typically exercise their citizen’s arrest powers). Campus Public Safety work in partnership with the Forest Grove Police Department, who are the primary law enforcement agency in the City of Forest Grove, in which the Forest Grove Campus of Pacific University resides. Forest Grove Police Officers have complete police authority and may enforce state and federal statutes on campus and throughout Oregon. If offenses involving university policy are committed by a student, Campus Public Safety Officers may also refer the individual to the Office of Student Conduct.

Forest Grove Police respond and have full authority and jurisdiction on all criminal matters on the Forest Grove campus. The prosecution of criminal offenses, both felony and misdemeanor, are conducted at the Washington County Circuit Court.

Pacific University has an active Memorandum of Understanding with the Forest Grove Police Department. In addition, administrators from Pacific University meet with officials from the Forest Grove Police Department on a regular basis to share information, discuss concerns, and to strategize ways to reduce criminal activity related to Pacific University and students.

Pacific University owned or controlled property in the outlying areas of Washington County are patrolled by the Forest Grove Police Department or the Washington County Sheriff’s Office.

Hillsboro Campus – Police Authority

As with the Forest Grove Campus, Pacific University employs Campus Public Safety officers to patrol the Hillsboro Campus. These officers are licensed security professionals trained through the State of Oregon Department of Public Safety Standards and Training. Officers of Campus Public Safety have the authority to ask persons for identification and to determine whether individuals have lawful business on the Pacific University campus. They also have the authority to enforce Pacific University Policies and Standards, issue Exclusion Orders and possess citizen’s arrest powers, though do not typically exercise these powers.

Through a mutual agreement, Public Safety officers from nearby Tualatin Hospital assist in patrolling the Hillsboro campus. Like the Pacific University Campus Public Safety Officers, the Tualatin Public Safety Officers are licensed security professionals trained through the State of Oregon Department of Public Safety Standards and Training.
Campus Public Safety works in partnership with the Hillsboro Police Department, which is the primary law enforcement agency in the City of Hillsboro, in which the Hillsboro Campus of Pacific University resides. Hillsboro police officers have complete police authority and may enforce state and federal statutes on campus and throughout Oregon. If offenses involving university policy are committed by a student, Campus Public Safety Officers may also refer the individual to the Office of Student Conduct.

Hillsboro Police Officers respond and have full authority and jurisdiction on all criminal matters on the Hillsboro campus. The prosecution of criminal offenses, both felony and misdemeanor, are conducted at the Washington County Circuit Court.

**Eugene Campus – Police Authority**

Pacific University does not have Campus Public Safety Officers who are located at, or patrol, the Eugene campus. The police authority for the Eugene campus is the Eugene Police Department. Eugene police officers have complete police authority and may enforce state and federal statutes on campus and throughout Oregon.

Eugene Police Officers respond and have full authority and jurisdiction on all criminal matters on the Eugene campus. The prosecution of criminal offenses, both felony and misdemeanor, are conducted at the Lane County Circuit Court.

**Woodburn Campus – Police Authority**

Pacific University does not have Campus Public Safety Officers who are located at, or patrol, the Woodburn campus. The police authority for the Woodburn campus is the Woodburn Police Department. Woodburn police officers have complete police authority and may enforce state and federal statutes on campus and throughout Oregon.

Woodburn Police Officers respond and have full authority and jurisdiction on all criminal matters on the Woodburn campus. The prosecution of criminal offenses, both felony and misdemeanor, are conducted at the Marion County Circuit Court.

**Missing Students: On-Campus Resident Policy**

As an institution providing on-campus student housing, Pacific University is required to comply with the Department of Education’s Missing Student Notification Regulations. While the policy statement in this document specifically addresses missing residential students, the university follows the same procedures for any student we determine to be missing.

Students, staff, faculty, parents, legal guardians, Campus Security Authorities or any other persons who are aware that a student may be missing should report that information immediately to Campus Public Safety at (503) 352-2230.

Students are encouraged to provide a specific emergency contact who will be notified if the University has determined that the student is missing. This contact will be notified within 24
hours from the time the student has been determined missing by Campus Public Safety, the Dean of Students Office, or a partner law enforcement agency who has notified the university of the situation. The university does not have to wait 24 hours before officially determining a student is missing.

If the student is under 18 years of age 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. Regardless of whether the student has identified a specific contact person, is above the age of 18, or is an emancipated minor, Pacific University will inform the local law enforcement agency who has jurisdiction in the area within 24 hours of determining that the student is missing. The only exception is when it was the local law enforcement agency, who determined the student to be missing. The university’s missing student policy addresses any missing student, who lives in an On-Campus Student Housing Facility, regardless of age or status, and regardless of whether he or she registered a contact person.

**Emergency Notifications and Response**

Pacific University will immediately notify the campus community, or the appropriate segment of the community, if a significant or dangerous situation involving an immediate threat to health or safety is occurring on the campus. These situations are evaluated on a case-by-case basis. Officers with Campus Public Safety, or local authorities, will determine if the threat is valid by responding to the scene, if there is time, or through the reports of a credible witness.

In the event of an emergency, the Pacific University Emergency Operations Plan provides the guidelines to minimize the threat to life, health and property due to natural disasters, medical emergencies, fires and utility failures. If, in the view of the University President (or his/her designee), a condition occurs that might endanger the health and welfare of students, faculty, staff or property of Pacific University, the Emergency Operations Plan (EOP) will be activated.

The following personnel will proceed immediately to open the Emergency Operations Center and follow established priority objectives and oversee response and recovery activities.

- President
- Provost and Vice President for Academic Affairs
- Vice President for Finance and Administration
- Vice President for University Advancement
- Vice President for Enrollment Management & Student Affairs
- Dean of Students
- Director of Facilities Management

Through the Boxer Alert system, the university has the ability to send emergency notifications to the entire Pacific University community or only to the impacted campus depending on the emergency. When issuing a Boxer Alert, the University will communicate the threat to the
campus community with details about which campus is affected, a description of the incident, protective measures to take, and where to get updated information about the incident.

All university students and employees, regardless of campus affiliation, are automatically signed up to receive emergency notifications through their university issued email accounts. Students and employees are also automatically signed up to receive emergency notifications via text messaging if they have provided a cellular phone number to the University. Students, faculty, and staff can manage their Boxer Alert account through the MyAccount system that all employees and students have as soon as they are employed or matriculate.

Examples of emergencies that would result in an emergency notification:

- Outbreak of meningitis or other serious communicable illness
- Earthquake
- Gas leak
- Terrorist attack
- Armed intruder
- Bomb threat
- Explosion
- Chemical or hazardous waste spill
- Building Fire

More information about the University’s Emergency Response Plan can be found here: https://www.pacificu.edu/about-us/offices/campus-public-safety/emergency-response-operations

**Timely Warnings: Alerting the Campus about Threats**

The safety of our students and employees is Pacific University’s highest priority. Timely Warnings will quickly be sent when a Clery Act crime is reported to Campus Public Safety and occurs on the university’s Clery Act geography that also presents a serious or continuing threat to the campus community. Pacific University will keep the names of victims confidential. In narrow circumstances, such as when a suspect is targeting a particular group or a specific location, personally identifiable information may be included in a Timely Warning notification. Like Emergency Notifications, Timely Warnings will be evaluated on a case-by-case basis and will include steps our campus community can take to protect themselves from a similar occurrence of the reported crime.

There are times when crimes are reported long after they occurred or do not pose a serious or continuing threat to the campus community. In these instances, it would not be effective to distribute a Timely Warning notice to the community. For example, if an Aggravated Assault occurs between two roommates who have a disagreement in an On-Campus Student Housing Facility, there may be no ongoing threat to other Pacific University community members and a Timely Warning would not be distributed. When there is an ongoing or serious threat to the campus community, members of Campus Public Safety, Human Resources, Marketing &
Communications, the Dean of Students Office, and other university leadership will collaborate to determine the content of the Timely Warning. This team initiates the notification process and will communicate the threat to the campus community with information about which campus is affected, a description of the incident, protective measures to take, and where to get more information about the incident. When developing a Timely Warning, the university will consider the potential impact on various law enforcement operations and will not compromise law enforcement efforts. University Advancement and Campus Public Safety have the authority to distribute a Timely Warning to the Pacific University community.

**Emergency Procedures**

The following procedures are a brief overview of protocols for staff, faculty, and students.

**Fire Evacuation Procedures**

- Activate Fire Alarm
- Call 911 (cell phones work too)
- Call or have someone call Campus Public Safety (503) 352-2230
- Notify occupants as you evacuate
- Feel doors-DO NOT open hot doors
- DO NOT use elevators
- Only attempt to extinguish a fire if trained

**Injury or Illness Procedures**

- Call Campus Public Safety at (503) 352-2230 if it is non-life threatening
- Call 911 if it is life threatening or if you are not sure. Have someone else (if available) call Campus Public Safety at (503) 352-2230
- Keep victim still and comfortable
- Render first aid if trained
- Send someone to meet the ambulance
- If the injured person is an employee, report the injury to the department head or supervisor Poison Control: 1-800-222-1222

**General Evacuation Procedures**

- Follow your department’s evacuation plan
- During an earthquake, move away from windows and shelves; drop, cover, and hold on until the shaking stops
- Assist persons with disabilities
- Move well away from the building if possible
- Never re-enter a building after evacuating unless cleared by emergency personnel

**Suspicious Person Procedures**

- Do not confront
● Notice details (gender, age, face, hair, clothing, direction of travel, possible weapon)
● If you feel unsafe, go to a secure location
● Call Campus Public Safety at (503) 352-2230

Suspicious Object Procedures

● DO NOT touch or move anything
● Call Campus Public Safety (503) 352-2230 and evacuate
● Hazardous Substance Release Procedures
● Contain spill if trained and if safe to do so
● For immediate service, contact Campus Public Safety at (503) 352-2230 or Facilities Management (503) 352-2213
● Move away or evacuate if there is a health risk
● Notify others and close doors as you leave
● Notify incident responders if you have details about the hazardous substance

Bomb Threat Procedures

● Look at telephone display and write down the number
● Keep caller on the phone and listen for details (speech patterns, background noises, etc.)
● Call Campus Public Safety at (503) 352-2230
● If necessary, evacuate

Power Outage Procedures

● Remain calm and stay where you are; refer to your department’s evacuation plan
● If directed, evacuate
● Secure experiments; close chemical containers and fume hood sashes as you leave
● Turn off equipment as appropriate
● Assist persons with disabilities
● Do not re-enter a building without clearance to do so
● If there is an emergency, call Campus Public Safety at (503) 352-2230
● Call Facilities Management at (503) 352-2213 for information
● Notify others in your department according to your department’s emergency action plan

Crime Procedures

● Do not attempt to apprehend or interfere
● Call Campus Public Safety at (503) 352-2230 for an emergency in Forest Grove
● Call Campus Public Safety at (503) 352-7207 for an emergency in Hillsboro
● Give your name, location, department, and as many details as possible
Emergency Evacuation Procedures

Pacific University-Forest Grove Campus

Emergency response and evacuation/fire drills are coordinated by Residence Life and Campus Public Safety twice a year for all of the On-Campus Student Housing Facilities. Evacuation/fire drills for other university buildings are also conducted once per year.

Evacuation/fire drills prepare building occupants for an organized evacuation in case of fire or other emergency. At Pacific University, evacuation/fire drills are used to educate and train occupants on fire safety issues specific to their building. Emergency procedures are listed in the Residence Hall Handbook and Campus Public Safety webpages. The university tests the operation of fire alarm system components during the drills. Evacuation/fire drills are monitored by Campus Public Safety and other staff to evaluate egress and behavioral patterns. Reports are prepared by the participating departments which identify deficient equipment so that repairs can be made as soon as possible. Recommendations for improvements are also submitted to the appropriate departments for consideration.

Students receive information about evacuation procedures via email and the Residence Hall Handbook. Paraprofessional Residence Life staff members are trained in these procedures as well and act as an ongoing resource for the students living in student housing.

Students are informed that shelter-in-place instructions will be sent through Boxer Alerts. Pacific University staff on-scene communicate information to students regarding the developing situation and any evacuation status changes.

Pacific University-Hillsboro Campus

One evacuation/fire drill is conducted each calendar year on the Hillsboro campus. The drills are monitored by university administration. There are no university operated student housing facilities on the Hillsboro campus.

Pacific University-Eugene Campus

One evacuation/fire drill is conducted each calendar year on the Eugene campus. The drills are monitored by university administration. There are no university operated student housing facilities on the Eugene campus.
Pacific University-Woodburn Campus

One evacuation/fire drill is conducted each calendar year on the Woodburn campus. The drills are monitored by university administration. There are no university operated student housing facilities on the Woodburn campus.

Security and Access Policy

Security and access to campus facilities

Campus buildings and facility access is controlled by a standard lock and unlock schedule which is overseen by Campus Public Safety. Access outside of the schedule is granted by key, by electronic access, or by contacting Campus Public Safety. Appropriate building access will be extended to all university staff and employees when positive identification (card or recognition) can be made by the officer or when the request can be verified.

On-Campus Student Housing Facilities are secured 24 hours a day with access by an electronic card reader system. Non-Residential buildings have individual schedules which are determined by staff and administrators who oversee the programs located in those buildings. Buildings are increasingly being moved to electronic card reader systems, unless these systems do not fit the needs of the space in an effective manner.

Residence Hall safety is monitored through several routine procedures. Residence Life Paraprofessionals conduct walk-throughs of the residential buildings multiple times each evening to identify and remedy safety hazards, and Campus Public Safety conducts similar walk-throughs throughout the day and night.

Security considerations used in the maintenance of campus facilities

Pacific University requires the successful completion of a criminal history check for all university staff who perform maintenance or repairs in student housing facilities.

Doors, windows, locks, and other elements of the security system for an individual building receive maintenance on a priority basis. For example, a student housing facility with a broken window that allows access to the building will be secured as soon as maintenance personnel can be summoned to the location.

Residence Life and Facilities staff conduct thorough monthly checks of each residence hall, identifying andremedying maintenance. Additionally, staff perform health and safety inspections of each residential room at least twice per year, identifying any fire safety hazards, egress issues, cleanliness problems, and any other health or safety concern. Staff then work with residents to ensure any problems are addressed.
Security Awareness Programs

During New Student Orientations students learn about services offered by Campus Public Safety, Residence Life and Campus Wellness. Presentations outline ways to maintain personal safety and student housing facility security policies. Programs such as Sexual Assault, Dating Violence, Domestic Violence, and Stalking Prevention programs are offered on a continual basis. These programs are designed to encourage students and employees to be responsible for their own security and the security of others.

New Employee Orientation also includes the general information on the services Campus Public Safety provides as well as general safety and security information. Campus Public Safety provides the following services in support of the university’s safe campus objectives:

Building Security Assessments – Campus Public Safety Officers conduct security assessments of buildings and facilities to make recommendations for security enhancements such as alarm systems, video surveillance, improved door and window security measures, et cetera.

Security Upgrades and Additions - During this past year, new video surveillance system were installed at the Frye Building on the Forest Grove Campus. Card reader systems and video surveillance systems were installed during the build-out of the new spaces at the Music Practice rooms on the Forest Grove Campus.

Alcohol and Drug Use: Drug Free Schools and Communities Act

Pacific University’s Alcohol and Other Drug Task Force, under direction from the Dean of Students office, provides the overall coordination of the Drug Free Schools and Communities Act. Every year the required annual notification is sent to all employees and students with information about standards of conduct, a description of appropriate sanctions for violation of federal, state and local law and campus policy, a description of health risks associated with alcohol and other drug use and a description of available treatment programs.

The illegal possession, sale, or furnishing of alcohol and drugs on the university campus is governed by Pacific University Code of Conduct, Human Resources Policies, Oregon Revised Statutes, and applicable municipal codes. Laws regarding the illegal possession, sale, use, consumption, or furnishing of alcohol and drugs are enforced by university staff, including Campus Public Safety Officers. Violators are subject to the Pacific University student conduct actions, discipline through Human Resources, criminal prosecution, fine, and/or imprisonment. Students are also referred to the Office of Student Conduct whenever they violate laws or policy involving illegal alcohol possession, sale, furnishing and consumption.

Pacific University campuses are considered “drug free”. The illegal possession, sale, use, manufacturing, or distribution of any controlled substance is illegal under both state and federal laws. In addition, three of Pacific University’s campuses are tobacco free campuses, one is a
smoke free campus. In compliance with Oregon Senate Bill 754 (effective January 1, 2018), one must be 21 years of age to possess any tobacco products on campus.

In 2015 the possession and use of recreational marijuana by persons over the age of 21 became legal in the State of Oregon. Despite this legal change, the possession and use of marijuana by students, employees, and visitors continues to be against policy on all Pacific University campuses.

**Substance Use: Individual Interventions**

**Think About It**

This is an online prevention and intervention program that uses evidence-based approaches to change student perceptions of alcohol use, and reduce risks for incoming students. The program is comprised of one initial course that includes a self-assessment. This assessment includes an evaluation of student’s current knowledge about alcohol-related issues and information about current drinking behaviors (e-CHECK UP to Go). Information about the physiological effects of alcohol, how alcohol is metabolized, and the correlation between BAC and level of intoxication are also provided. We had a 100% completion rate with the undergraduate students for the 2017-2018 and 2018-2019 Academic Years.

**Brief Assessment and Screening for College Students (BASICS)**

BASICS is a preventive intervention program for college students 18 to 24 years old. It is aimed at students who drink alcohol heavily and have either experienced, or are at risk for, alcohol-related problems such as poor class attendance, missed assignments, accidents, and violence. BASICS is appropriate for any student who uses alcohol, especially those curious about their drinking. BASICS provides an opportunity to assess individual use patterns, identify potential changes, and discuss ideas to help reduce the risk of future problems.

The brief intervention relies primarily on a motivational interview to provide students with the skills, knowledge, and insight into the consequences of drinking. Studies have evaluated various applications of BASICS and found promising results. One such evaluation found that the BASICS intervention had an impact on various drinking behaviors, such as drinking quantity and perception of drinking consequences, as much as four years after program completion. Follow-up assessments over a two-year period showed significant reductions in both drinking rates and harmful consequences for students who received the intervention. Program impacts did not vary by gender, parental history of alcoholism, conduct disorder history, or student residence type.

Students often conform to patterns of heavy drinking they see as acceptable while holding false beliefs about actual alcohol-use norms or alcohol’s effects. BASICS is designed to help students
make better alcohol-use decisions. The program’s style is not confrontational or judgmental, and it aims to:

- Reduce the adverse effects of alcohol consumption
- Promote reduced drinking
- Promote healthier choices among young adults
- Provide important information and coping skills for risk reduction.

The Pacific University Student Counseling Center offers the BASICS Program for students mandated to participate by the Office of Student Conduct. BASICS is available to schedule on a voluntary basis for any enrolled student at Pacific University.

Completion of the BASICS program includes an initial self-assessment questionnaire, 2 one-hour individual sessions with a trained counselor (2 weeks between sessions), and completion of two additional brief measures to evaluate drinking patterns and personal readiness to change (completed between sessions 1 and 2). A fee is assessed for this program.

Number of students who completed BASICS in compliance with Conduct sanctions:

**Individual Alcohol or Other Substance Misuse/Abuse Screenings, Consultations and Treatment**
These are provided by the Student Counseling Center and the Health Center. Treatment is provided for students experiencing substance misuse or abuse. If initial screening indicates chemical dependency, students are referred to appropriate off campus resources. Any student, staff, faculty, or family members are provided with off-campus treatment providers and facilities upon request.

**Smoking Cessation**
The Student Health Center provides medically assisted smoking cessation intervention for students. Through the Student Health Center, Pacific University offers free nicotine replacement patches for students who are working to reduce or eliminate their use of tobacco products.

**Sanctioned Online Education Courses**
Pacific University also utilizes Campus Clarity’s alcohol and drugs online educational courses as outcomes for violations of University policy. Both courses are tailored to each user:

**Think About It: Alcohol** - This program helps students plan for the night they want to have by teaching them to navigate and avoid the dangers of drinking. The course reviews tips for partying safely and addresses common misconceptions about alcohol in college.
**Think About It: Drugs** - This program challenges students to reflect on why they use drugs, and whether the underlying causes of their drug use such as stress, depression, and chronic pain can and should be addressed with safer, healthier alternatives.

**Employee Assistance Program (EAP)**

Provides screening and treatment referrals for employees of the university.

**Violence Against Women Act (VAWA) Policies, Procedures, and Resources**

Pacific University prohibits Domestic Violence, Dating Violence, Sexual Assault and Stalking and reaffirms its commitment to maintaining a campus environment that emphasizes the dignity and worth of all people. Pacific University does not discriminate on the basis of gender in its educational programs and sexual harassment and sexual violence are considered types of sex discrimination. These acts can be sexually based or not, and include Dating Violence, Domestic Violence, and Stalking.


If a report of sexual violence is received by Pacific University, the university will take prompt and effective steps to end the sexual violence, prevent its recurrence, and address its effects. This section identifies the policies, procedures, and resources for offenses of sexual violence. For Federal Clery Act definitions of VAWA offenses, please refer to pages 10 through 11.

**Jurisdictional definitions of VAWA offenses**

1. **Domestic Violence as defined by ORS 135.230 (oregonlaws.org/ors/135.230)**
   a. Domestic Violence means abuse between family or household members.
   b. Family or household members means any of the following:
      i. Spouses.
      ii. Former spouses.
      iii. Adult persons related by blood or marriage.
      iv. Persons cohabiting with each other.
      v. Persons who have cohabited with each other or who have been involved in a sexually intimate relationship.
      vi. Unmarried parents of a minor child.
   c. Abuse means:
      i. Attempting to cause or intentionally, knowingly or recklessly causing physical injury;
ii. Intentionally, knowingly or recklessly placing another in fear of imminent serious physical injury; or

iii. Committing sexual abuse in any degree as defined in ORS 163.415 (Sexual abuse in the third degree), 163.425 (Sexual abuse in the second degree), and 163.427 (Sexual abuse in the first degree).

d. ORS 147.450 includes teen Dating Violence with Domestic Violence.

e. Teen Dating Violence means:

i. A pattern of behavior in which a person uses or threatens to use physical, mental or emotional abuse to control another person who is in a dating relationship with the person, where one or both persons are 13 to 19 years of age; or

ii. Behavior by which a person uses or threatens to use sexual violence against another person who is in a dating relationship with the person, where one or both persons are 13 to 19 years of age. [2001 c.870 §23; 2007 c.71 §40; 2012 c.69 §2]

Note: 147.450 (Definitions) to 147.471 (Advisory council) were enacted into law by the Legislative Assembly but were not added to or made a part of ORS Chapter 147 or any series therein by legislative action. See Preface to Oregon Revised Statutes for further explanation.


**Dating Violence as defined for Pacific University Clery Purposes:** Violence committed by a person:

a. Who is, or has been, in a social relationship of a romantic and/or intimate nature with the victim and

b. The existence of such a relationship shall be based on the reporting party’s statement and with consideration of the length of the relationship, the type of relationship, and the frequency of interaction between the persons involved in the relationship.

c. Dating Violence includes, but is not limited to, sexual or physical abuse or the threat of such abuse.

d. Dating Violence does not include acts covered under the definition of Domestic Violence.

For the purposes of complying with the requirements of this section and section 668.41 of the Federal Register 34 CFR, any incident meeting this definition is considered a crime for the purposes of Clery Act reporting.

3. Sexual Assault as defined by ORS 163.305 (oregonlaws.org/ors/163.305)

   a. Sexual assault means any unwanted sexual contact as defined in ORS 163.305 – ORS 147.450. Deviate sexual intercourse means sexual conduct between persons
consisting of contact between the sex organs of one person and the mouth or anus of another.

b. Forcible compulsion means to compel by:
   i. Physical force; or
   ii. A threat, express or implied, that places a person in fear of immediate or future death or physical injury to self or another person, or in fear that the person or another person will immediately or in the future be kidnapped.

c. Mentally defective means that a person suffers from a qualifying mental disorder that renders the person incapable of appraising the nature of the conduct of the person.

d. Mentally incapacitated means that a person is rendered incapable of appraising or controlling the conduct of the person at the time of the alleged offense.

e. Physically helpless means that a person is unconscious or for any other reason is physically unable to communicate unwillingness to an act.

f. Sexual contact means any touching of the sexual or other intimate parts of a person or causing such person to touch the sexual or other intimate parts of the actor for the purpose of arousing or gratifying the sexual desire of either party.

g. Sexual intercourse has its ordinary meaning and occurs upon any penetration, however slight; emission is not required. [1971 c.743 §104; 1975 c.461 §1; 1977 c.844 §1; 1979 c.744 §7; 1983 c.500 §1; 1999 c.949 §1; 2009 c.770 §1]

Note. Legislative Counsel has substituted chapter 743, Oregon Laws 1971, for the words this Act in section 104, chapter 743, Oregon Laws 1971, compiled as 163.305 (Definitions). Specific ORS references have not been substituted, pursuant to 173.160 (Powers and duties of Legislative Counsel in preparing editions for publication). These sections may be determined by referring to the 1971 Comparative Section Table located in Volume 20 of ORS.

4. Stalking as defined by ORS 163.732 (oregonlaws.org/ors/163.732)
   a. A person commits the crime of Stalking if:
      i. The person knowingly alarms or coerces another person or a member of that person’s immediate family or household by engaging in repeated and unwanted contact with the other person;
      ii. It is objectively reasonable for a person in the victim’s situation to have been alarmed or coerced by the contact; and
      iii. The repeated and unwanted contact causes the victim reasonable apprehension regarding the personal safety of the victim or a member of the victim’s immediate family or household.

   b. Stalking is a Class A misdemeanor.
      i. Notwithstanding paragraph (a) of this subsection, Stalking is a Class C felony if the person has a prior conviction for:
      ii. Stalking; or
      iii. Violating a court’s Stalking protective order.
c. When Stalking is a Class C felony pursuant to paragraph (i) of this subsection, Stalking shall be classified as a person felony and as crime category 8 of the sentencing guidelines grid of the Oregon Criminal Justice Commission. [1993 c.626 §2; 1995 c.353 §2] Note. See second note under 163.730 (Definitions for ORS 30.866 and 163.730 to 163.750).

**Definitions used Pacific University for VAWA offenses**

There are numerous terms used by Pacific University in our policy and procedures. In this section, you will find a list of terms and their definitions for the purposes of this report.

**Consent** is not defined in Oregon State Criminal Code. Consent is defined by Pacific University as follows:

**Consent** is an informed, knowing, voluntary, and mutual decision and can be withdrawn at any time. Consent is active, not passive. Consent can be given by words or actions as long as those words or actions create mutually unmistakable permission regarding the conditions of sexual activity. Consent must be obtained by the person initiating the behavior at every stage of sexual interaction.

It is important to remember:

- Silence, by itself, cannot constitute consent
- The absence of resistance does not imply consent.
- Consent to one sexual act does not constitute or imply consent to a different sexual act. Consent can be withdrawn at any time.
- Past consent cannot imply consent to future sexual acts. Consent is required regardless of the parties' relationship status or sexual history together.
- A verbal “no” or its equivalent meaning, even if it may sound tentative, indecisive, or insincere, indicates a lack of consent.

Consent can never be given by:

- **Someone who is incapacitated.** A person can be incapacitated through the use of drugs, alcohol or any other intoxicating substance, or when they are unconscious or asleep. It is a violation of the Sexual Misconduct Policy to engage in sexual activity with someone you know or should know is incapacitated. See the definition of incapacity below for more information.
- **Someone who is intellectually disabled.** Certain intellectual disabilities can cause a person to be unable to knowingly consent to sexual activity. It is a violation of the Sexual Misconduct Policy to engage in sexual activity with a person whose intellectual disability renders them incapable of giving consent and the disability is known or should have been known to the non-disabled sexual partner. Under these circumstances, the conduct is non-consensual regardless of whether the person appeared to be a willing participant.
- **Someone who is under the legal age of consent.** In Oregon, the legal age of consent is eighteen (18). It is a violation of this policy to engage in sexual activity with a person who is under the age of consent, regardless of whether the person willingly participated in the conduct, unless otherwise provided by law. The University will take into consideration Oregon law, including the close-in-age exemption (ORS 163.345). Note: Employees of Oregon public and private higher education institutions are considered by law to be mandatory reporters of child abuse for minors.

- **The use of alcohol, drugs, or any other intoxicating substance:** A person who has consumed alcohol and/or drugs still has a responsibility to obtain ongoing consent for any sexual activity with another person. The use of alcohol or other drugs by the person initiating sexual activity will never be accepted as an excuse for failing to obtain consent.

- **Incapacity** is the lack of physical or intellectual capabilities to consent. It is important to remember the following:
  
  - A person who is incapacitated cannot understand the fact, nature, or extent of sexual activity.
  - Incapacity may be a result of consuming alcohol, drugs or other intoxicating substances, being unconscious or asleep, and/or other factors that could alter one’s faculties.
  - It is a violation of the Sexual Misconduct Policy to engage in sexual activity with a person who is incapacitated, regardless of whether the person appeared to be a willing participant.
  - If there is any question regarding whether a person may be incapacitated, it is best not to engage in sexual activity with that person.

- **Force** is never to be used to make someone submit or to complete sexual activity. The use of force to cause someone to engage in sexual activity is, by definition, non-consensual contact. The term “force” includes the use of any of the following:
  
  - Physical force, violence, the presence or use of a weapon
  - Threats or harassment
  - Intimidation, abuse of real or perceived power or authority, implied threats
  - Coercion or duress; this includes pressuring another person to perform or engage in sexual activity.

- **Sexual harassment** is defined as unwelcome conduct of a sexual nature. It can include unwelcome sexual advances, requests for sexual favors, other physical or verbal conduct of a sexual nature, and conduct directed at a person because of the person’s true or perceived sex/gender when:
  
  a. Such conduct is made an explicit or implicit condition of an individual’s academic, social, extracurricular status or employment; or
b. Refusing or submitting to such conduct is used as a basis for academic, social, extracurricular or employment decisions; or

c. Such conduct has the purpose or effect of unreasonably interfering with an individual’s work or academic performance, i.e., it is sufficiently serious, pervasive, or persistent as to create an intimidating, hostile, humiliating, demeaning, or sexually offensive working, academic, residential, or social environment under both an objective (a reasonable person’s view) and subjective (the complainant’s view) standard.

Sexual harassment also includes gender-based harassment, which may include acts of verbal, nonverbal, or physical aggression, intimidation, or hostility based on sex, gender, or related stereotyping, even if these acts do not involve conduct of a sexual nature.

While it would be difficult to list all those additional circumstances that may constitute sexual harassment, the following are some examples of conduct, which if unwelcome, may constitute sexual harassment depending upon the severity of the conduct and its pervasiveness:

- direct proposition of a sexual nature and/or subtle pressure for sexual activity that is unwanted and unreasonably interferes with a person’s work, academic or educational environment;
- unwelcome sexual advances, whether they involve physical touching or not;
- sexual epithets or jokes; written or verbal references to sexual conduct; gossip regarding one's sex life; comment on an individual's body; comment about an individual's sexual activity, experiences, deficiencies, or prowess;
- displaying sexually suggestive objects, pictures, cartoons, etc.;
- unwelcome leering, whistling, brushing against the body, sexual gestures, suggestive or insulting comments, threats, or innuendos of a sexual nature;
- unwanted physical contact such as touching, hugging, brushing against a person’s body, impeding or blocking movements;
- gender harassment, including sexist statements and behavior that convey insulting, degrading, or sexist attitudes;
- persistent and unwanted requests for dates; unwelcome and inappropriate letters, telephone calls, email, texts, graphics, and other communications or gifts;
- direct or implied threats that indicate that submission to sexual advances will be a condition of employment, work status, promotion, grades, or letters of recommendation;
- sexually explicit statements, questions, jokes, or anecdotes regardless of the means of communication (verbal, written, email, text messages, etc.); and
- the display of inappropriate sexually oriented materials in a location where others can view them.

**Stalking** is defined as engaging in a course of conduct directed at a specific person that would cause a reasonable person to (a) fear for their safety or the safety of others; or (b) suffer substantial emotional distress. For the purposes of this definition:
● **Course of conduct** means two or more acts, including, but not limited to, acts in which the stalker directly, indirectly, or through third parties, by any action, method, device, or means follows, monitors, observes, surveils, threatens, or communicates to or about, a person, or interferes with a person’s property.;

● **Substantial emotional distress** means significant mental suffering or anguish that may, but does not necessarily, require medical or other professional treatment or counseling.

● **Reasonable person** means a reasonable person under the same or similar circumstances and with the same or similar identities to the survivor.

Examples of stalking include (but are not limited to) a person persistently, unwantedly, and repeatedly: following a person; appearing at a person’s home, class or workplace; making frequent phone calls, emails, text messages, or social media messages; leaving written messages or objects; and/or vandalizing a person’s property.

**Sexual assault** is the act of committing unwanted physical contact of a sexual nature, whether by an acquaintance or stranger. Such contact is unwanted when it occurs without the consent (as defined below) of one or all individuals, when any of the individuals are incapacitated or incapable of giving consent (as defined below), or occurs with the use of force (as defined below). An “acquaintance” can include a close friend, intimate partner, family member, classmate, or can be anyone you just met. A survivor and the accused can be of any sex/gender, sexual orientation and/or sexual identity. There are many degrees and forms of sexual assault including, but not limited to, the following:

a. **Nonconsensual sexual contact** (or attempts to commit the same):

   ● Any intentional sexual touching,
   ● however slight,
   ● with any body part(s) or inanimate object(s),
   ● by person(s) upon another person(s),
   ● without consent and/or by physical force, coercion, or threat.

Examples of non-consensual sexual contact include (but are not limited to): touching of a non-consenting person’s intimate parts (such as groin, genitals, breast, buttocks, mouth, and/or clothing covering these parts); touching a non-consenting person with one’s own intimate parts; making a non-consenting person touch you or another; or any intentional bodily contact in a sexual manner, even if it does not involve the genitals, mouth, breast, buttocks, groin, or other orifice. Such actions can be considered nonconsensual sexual contact whether or not physical force, coercion or threat is involved.

Sexual contact/activity with a person who is incapacitated (by use of drugs, alcohol, or any other means) or otherwise unable to consent (i.e. asleep, intellectually impaired, etc.) is considered non-consensual. See the definitions of consent and incapacity for more information.
b. **Non-consensual sexual intercourse** (or attempts to commit the same):

- Any sexual intercourse (anal, oral or vaginal penetration),
- however slight,
- with any body part(s) or inanimate object(s),
- by person(s) upon another person(s),
- without consent and/or by physical force, coercion, or threat.

Examples of non-consensual sexual intercourse include (but are not limited to):

non-consensual penetration (oral, anal or vaginal) with any object or body part, including but not limited to fingers, tongue, penis or any foreign object. This includes, but is not limited to, penetration of a bodily opening or cavity without consent or subjecting an unwilling person to perform or engage in intercourse and/or penetration. Such actions can be considered non-consensual sexual intercourse whether or not physical force, coercion or threat is involved.

Sexual contact/activity with a person who is incapacitated (by use of drugs, alcohol, or any other means) or otherwise unable to consent (i.e. asleep, intellectually impaired, etc.) is considered non-consensual. See the definitions of consent and incapacity for more information.

For a complete copy of the university’s policy governing sexual misconduct, visit Pacific University’s [Student Sexual Misconduct Policy & Procedures](#) and Pacific University’s [Employee Sexual Harassment, Conflict of Interest, and Drug & Alcohol Policy](#)

**Education and Prevention Programs**

The university engages in comprehensive, intentional, and integrated programming, initiatives, strategies, and campaigns intended to end Dating Violence, Domestic Violence, Sexual Assault, and Stalking. Educational programming consists of primary prevention and awareness programs for incoming students. Additionally, employees receive access to online harassment training.

**Programs to Prevent Dating Violence, Domestic Violence, Sexual Assault, and Stalking**

Pacific incorporates multiple forms of interventions including primary prevention, risk reduction and awareness raising.

**Primary Prevention:** Approaches that take place before sexual violence has occurred to prevent initial perpetration or victimization.

**Secondary Prevention:** Immediate responses after sexual violence has occurred to deal with the short-term consequences of violence.

**Tertiary Prevention:** Long-term responses after sexual violence has occurred to deal with the lasting consequences of violence and sex offender treatment interventions.
**Risk Reduction:** Efforts that give potential victims tools that could minimize risk of sexual violence

**Awareness Education:** Efforts that build awareness of the sexual violence among the target population (These can often fall into the categories of secondary or tertiary prevention, but it is important to remember that on its own, awareness is not preventative.)

**Online Course:** All first year or transfer students are required to complete an online program called Think About It. Think About It is an interactive course that addresses the critical issues of sexual assault, relationship violence, and stalking; specifically on college campuses. The course encourages students to reflect on their personal values when it comes to relationships; uses scenarios from diverse perspectives to provide a relevant and inclusive experience; challenges harmful and demeaning language and attitudes; and provides guidance for supporting a friend who may have experienced sexual violence. Students who do not complete this requirement have holds placed on their registration in order to ensure compliance. All new graduate and professional students also are mandated to complete a graduate level version of this online program.

**Orientation:** All incoming undergraduate students are instructed to attend “Got Consent” during orientation. This 60 minute presentation raises awareness about interpersonal violence by providing definitions of sexual violence, domestic violence, stalking and consent. The presentation also addresses the root causes and attitudes that perpetuate sexual violence, and looks at safe and positive bystander intervention strategies to prevent harm or intervene in risky situations. Reporting options and on and off-campus resources are provided.

**“Red Zone” Programming:** The first six weeks of fall terms on college campuses have an increased prevalence rate of sexual violence commonly referred to as the “Red Zone.” Campus Wellness combines awareness raising with primary prevention. Awareness raising efforts include tabling about consent during the Weekly Wellness Booth, as well as social media campaigns through Facebook and Instagram.

**“Let’s Talk about Sex and Pizza” Workshops:** These workshops are offered to all first year and incoming students in the Residence Halls during the first few months of school. Students explore their personal boundaries around sex and relationships, define consent, practice bystander intervention techniques, as well as how to respond to a survivor of sexual violence and the available resources on and off campus. These workshops are led by Peer Educators who have completed a semester long training course. The Peer Education offers a leadership track for students to continue learning and facilitating workshops by applying to be Lead Educators who help train incoming Wellness Educators.
**Athletic Bystander Intervention Workshops:** Peer Educators facilitate workshops with all of the Athletic Teams on bystander intervention. There are three 90 minute workshops that cycle through a three year rotation. The first use uses the Step Up curriculum to identify ways student athletes can intervene as brave bystanders in various scenarios. The second workshop in the series explores root causes of interpersonal violence such as rigid gender norms and oppression, and practices interrupting harmful attitudes and beliefs through bystander intervention. The third workshop in the cycle shows a video modeled after Cornell’s Intervene program, where students watch a video made by Pacific students on ways to intervene in situations including potential sexual assault, alcohol poisoning, mental health and microaggressions. Students then discuss how they would step in and intervene in similar situations.

**Ongoing Efforts:** We offer continued workshops on interpersonal violence prevention, healthy relationships and bystander intervention to various student groups throughout the year. Partnerships include Athletics, Greek Life and various student clubs and organizations. In addition we offer a Weekly Wellness Booth. Peer Educators run the Weekly Wellness Booth in the University Center, giving out information about drug and alcohol harm reduction, healthy relationships, consent, and stress management.

**Peer Education and Student Leadership**

Many of these efforts are facilitated through our Peer Education and Student Leadership development program. PH/SW 220 is taught Spring Semester and provides students with the necessary knowledge and skills to be peer educators. Students explore the root causes of sexual violence, engage in self-reflection, and strengthen their presentation and public speaking skills. Students who have completed the prerequisite course (PH/SW 220) can enroll in CIV 330 Advanced Peer Education with instructor approval. Students engage in experiential learning opportunities by co-facilitating workshops for their peers.

**Programs offered in 2018**

DV=Domestic Violence, SA=sexual assault, S=Stalking

<table>
<thead>
<tr>
<th>Name of Program</th>
<th>Prohibited Behavior Covered</th>
</tr>
</thead>
<tbody>
<tr>
<td>Let’s Talk About Sex &amp; Pizza Workshops with all the Residence Halls</td>
<td>DV, SA, S</td>
</tr>
<tr>
<td>The Mask You Live in Showing</td>
<td>DV, SA, S</td>
</tr>
<tr>
<td>Hunting Ground showing for Greek Life</td>
<td>SA</td>
</tr>
<tr>
<td>Denim Day</td>
<td>SA</td>
</tr>
<tr>
<td>Event</td>
<td>Participants</td>
</tr>
<tr>
<td>----------------------------------------------------------------------</td>
<td>--------------</td>
</tr>
<tr>
<td>Consent Color Run</td>
<td>DV, SA, S</td>
</tr>
<tr>
<td>Training with International Students</td>
<td>DV, SA, S</td>
</tr>
<tr>
<td>Call to Men: Sexual Violence Prevention workshop with all male teams</td>
<td>DV, SA, S</td>
</tr>
<tr>
<td>You Have the Knowledge, the Rights and the Power: Sexual violence prevention workshops with all female teams</td>
<td>DV, SA, S</td>
</tr>
<tr>
<td>Healthy Relationship Workshops with Greek Life in partnership with GSS</td>
<td>DV, SA, S</td>
</tr>
<tr>
<td>Spring Break Pre-Party</td>
<td>DV, SA, S</td>
</tr>
</tbody>
</table>

**Reporting Sexual Assault, Domestic Violence, Dating Violence, and Stalking**

The university is sensitive to those who report Sexual Assault, Domestic Violence, Dating Violence, and Stalking and provides information about their right to notify campus authorities, file criminal charges as well as the availability of counseling, health, mental health, victim advocacy, legal assistance, visa and immigration assistance, and other services on and off campus. There is a written list of resources in the appendix of this report as well.

The university informs survivors of remedies to prevent contact between a complainant and an accused party, such as housing, academic, transportation, and working accommodations, if reasonably available. The university will make such accommodations regardless of whether the survivor chooses to report the crime to Campus Public Safety or local law enforcement agencies.

Victims of Domestic Violence, Dating Violence, Sexual Assault, or Stalking should report the incident promptly to the Title IX Coordinator, Mark Ankeny, the Vice-President for Enrollment Management and Student Affairs. He can be reached in person by visiting his office at Marsh Hall 114A, Forest Grove, OR 97116 via telephone at (503) 352-2924, or by email at mankeny@pacificu.edu

Title IX Deputies, as designated by the Title IX Coordinator, are staff and faculty trained to understand University policies and protocols regarding Title IX, to receive complaints of sex discrimination, including sexual harassment and sexual violence, and to help the University respond to such complaints. Names of all Title IX Deputies can be found on the Title IX webpage.
Reports of all Domestic Violence, Dating Violence, Sexual Assault and Stalking made to Campus Public Safety will automatically be referred to the Title IX Coordinator for investigation regardless of whether the complainant chooses to pursue criminal charges.

For the purposes of this section and those following, the terms “survivor” or “victim” refer to the person who experienced an incident of Sexual Misconduct.

**Involvement of law enforcement and campus authorities**

Although the university strongly encourages all members of its community to report crimes to law enforcement, it is the survivor's choice whether or not to make such a report. Survivors have the right to decline involvement with the police. The university will assist any survivor with notifying local police if they so desire. Students and employees should contact Campus Public Safety (503) 352-2230 or their local law enforcement agency to make a report.

**Important considerations after an incident of sexual assault, domestic violence, dating violence, and stalking**

After an incident of Sexual Assault, Domestic Violence, or Dating Violence, the survivor should consider seeking medical attention as soon as possible. Student survivors in Forest Grove may be seen at the Student Health Center. Students may seek support from the Campus Wellness Coordinator in Clark Hall, Forest Grove Campus, (503) 352-2273.

Survivors in need of the services of a Sexual Assault Nurse Examiners (SANE nurses) should seek services at Providence St. Vincent’s Hospital. The Student Health Center or a local medical provider may summon law enforcement in the event that the survivor wants to make a report. In Oregon, a survivor may choose to have evidence collected anonymously so that even if they do not wish to make a report to law enforcement at that time, they can preserve the evidence in case they want to make a report to law enforcement at a later time.. Under the Violence Against Women and Department of Justice Reauthorization Act of 2005, starting in 2009, states must certify that they do not “require a victim of Sexual Assault to participate in the criminal justice system or cooperate with law enforcement in order to be provided with a forensic medical exam, reimbursement for charges incurred on account of such an exam, or both.”

If evidence is collected anonymously and a report is not made to law enforcement at that time, the ER SANE provider will have law enforcement dispatched to pick up the kit for safe storage and to maintain the chain of custody in the event that the survivor decides to make a report in the future. In this case, the survivor’s name will not be shared with police and it is the choice of the survivor as to whether they want to disclose their name to law enforcement at a later time.

It is important that a survivor of Sexual Assault not bathe, douche, smoke, change clothing, or clean the bed/linen/area where they were assaulted if they wish to have forensic evidence collection. This is to ensure that evidence may be preserved that it may assist in proving that the
alleged criminal offense occurred or is occurring or may be helpful in obtaining a protection order. In circumstances of Sexual Assault, if victims do not opt for forensic evidence collection, health care providers can still treat injuries and take steps to address concerns of pregnancy and/or sexually transmitted disease. Survivors of Sexual Assault, Domestic Violence, Stalking, and Dating Violence are encouraged to also preserve evidence by saving text messages, instant messages, social networking pages, other communications, and keeping pictures, logs or other copies of documents, if they have any, that would be useful to university hearing boards, investigators or police.

As time passes, evidence may dissipate or become lost or unavailable, thereby making investigation, possible prosecution, student conduct proceedings, or obtaining protection from abuse orders related to the incident more difficult. If a survivor chooses not to make a complaint regarding an incident, he or she nevertheless should consider speaking with Campus Public Safety or law enforcement to preserve evidence in the event he or she decides to press charges at a later date. This could assist in proving the alleged criminal offense occurred or it may be helpful in obtaining a protection order.

When an incident of Domestic Violence, Dating Violence, Sexual Assault, or Stalking is reported to the campus law enforcement authority or a Campus Security Authority, an Emergency Notification or Timely Warning may be issued. This will be determined on a case-by-case basis. The purpose of distributing an Emergency Notification or Timely Warning is to prevent someone else from becoming a victim of the reported crime.

If Domestic Violence, Dating Violence, Sexual Assault, or Stalking is reported to the university, below are the procedures the university will follow. The standard of evidence that will be used during any judicial hearing on campus arising from such a report will be preponderance of the evidence standard, which means for a finding of responsibility that is more likely than not based on the evidence that the behavior occurred.

**Victim’s rights overview**

<table>
<thead>
<tr>
<th>University</th>
<th>Civil</th>
<th>Criminal</th>
</tr>
</thead>
<tbody>
<tr>
<td>A report of sexual assault to most university employees will trigger a mandatory report to the University Title IX Coordinator, and may require an investigation. Confidentiality cannot be guaranteed, but will be respected when possible.</td>
<td>Survivors may be able to pursue these options without involvement in the criminal process.</td>
<td>Criminal process starts with a police report.</td>
</tr>
</tbody>
</table>
| Disclosure to a confidential advocate, licensed medical/mental health professional, clergy or lawyer will not trigger a mandatory report. | **Restraining Order** Petition courts for a protective/restraining order (FAPA, SAPO, Stalking, EPPDAPA) | **Following an Arrest:**  
  - Judge will consider your safety at a pre-release trial hearing.  
  - You can refuse to speak to an attorney for the defendant. |
| **Civil Lawsuits** Sue perpetrator or other responsible parties, including companies, landlords, institutions, etc, for personal injury or other civil claims. | **If Case Goes to Trial & Sentencing:**  
  - You have the right to |
University investigations must be prompt, thorough and neutral. (Typically within 60 days).

**Intermediary Measures:**
- Housing transfers
- No contact orders
- Academic and on campus employment accommodations
- Financial aid accommodations

**Prompt and Equitable**
- Treatment of both complainant and accused must be equitable
- Both have the same opportunity to meet with an advisor during a conduct hearing
- Both informed of the outcome of the hearing.

**Employment**
Can receive unemployment insurance if you quit due to domestic violence, stalking, sexual assault or safety reasons.

Employer cannot refuse to make safety accommodations.

Employer cannot discriminate or retaliate against survivors.

**Housing**
Survivors can break a lease and request locks changed by the landlord. Landlords cannot discriminate or retaliate.

**Immigration**
Immigration relief available to crime victims in the US. **Some relief may require participation in the criminal process.**

**Generally:**
You have constitutional and statutory rights that can be asserted by you, your attorney, or the prosecution upon request.

- Express your views at sentencing, in person or in writing.
- Rape shield laws may apply in your case (**defendant can’t ask about past sexual history and publication of survivor’s identity is prohibited**)
- If a pre-sentence investigation report is ordered, you can include a statement in it.

---

**Student Reporting Options**

Students do not need to make a decision immediately regarding reporting an incident of sexual misconduct, they can contact the Campus Wellness Coordinator to get more information and talk through options. Campus Wellness, Clark Hall Room 125, (503) 352-CARE. They may also speak to one of the Certified Advocates on campus who can also talk them through their options.

<table>
<thead>
<tr>
<th>I don’t want to make a report…</th>
<th>I want to report anonymously….</th>
<th>I want to report to the University…</th>
<th>I want to report to law enforcement…</th>
</tr>
</thead>
<tbody>
<tr>
<td>Confidential services available without a report…</td>
<td>This is available online through the Campus Wellness Website: <a href="http://www.pacificu.edu/about-us/offices/campus-wellness/">http://www.pacificu.edu/about-us/offices/campus-wellness/</a></td>
<td>There are several options for reporting with the university. You have the option for an individual or a group hearing.</td>
<td>Forest Grove Police Department 503-629-0111 (non emergency) or 9-1-1</td>
</tr>
</tbody>
</table>
Employee Harassment (Including Sexual Harassment) Policy

General Statement

Pacific University reaffirms the principle that its students, faculty, and staff have a right to be free from harassment in workplace and academic settings and activities. Harassment is inconsistent with the nature of an academic community and in some circumstances can be a violation of federal and state law.

Pacific University does not tolerate any kind of harassment. This includes harassing actions between and among supervisors and employees, between and among fellow employees, between and among employees and students and between and among third parties such as vendors or visitors and any member of the University community.
Harassment

Harassment is unwelcome verbal or physical conduct that demeans or shows hostility toward an individual because of the individual’s race, color, gender, sexual orientation, religion, age, marital status, national origin, physical or mental disability, veteran status or any other basis protected by applicable local, state or federal law. Harassment occurs when it (1) has the purpose or effect of creating an intimidating, hostile, offensive working or academic environment; (2) has the purpose or effect of unreasonably interfering with an individual’s work or academic performance; or (3) otherwise adversely affects an individual’s employment or learning opportunities.

Sexual Harassment

Sexual Harassment is a form of gender (sex) discrimination. Sexual harassment includes unwelcome sexual advances, requests for sexual favors, and or other verbal or written or physical conduct of a sexual nature. Sexual harassment occurs when (1) submission to sexual conduct is made either explicitly or implicitly a term or condition of an individual’s employment or academic progress, (2) submission to or rejection of sexual conduct influences employment or academic decisions (3) sexual conduct or communication interferes with an individual’s work performance or academic performance, or (4) sexual conduct creates an intimidating, hostile, or offensive work or academic environment.

If an individual is in a position to influence academic decisions or employment benefits of another, even a completely welcome, consensual, romantic or sexual relationship can raise the appearance of impropriety and can create an unwelcome appearance of favoritism and bias. (See also University policy statement on Conflicts of Interest) Such a relationship can lead to sexual harassment allegations if it later becomes unwelcome or if others believe they are being subjected to unequal treatment because of the relationship. Sexual harassment is not, however, limited to situations where there is an unequal power relationship between individuals and may occur between or among coworkers or students.

Reporting alleged harassment

Any student, faculty member or staff member who believes that he or she has been subjected to harassment should report the circumstances immediately to his or her supervisor or one of the following three individuals: the Vice-President for Academic Affairs, the Vice-President of Student Life or the Director of Human Resources. If a supervisor or administrator is made aware of a complaint, he or she must inform one of the above listed individuals.

The University strictly prohibits retaliation against any individual making a good faith report of harassment or for participating or cooperating in an investigation of harassment.
University will not tolerate any form of reprisal, whether actual or implied, and whether related to employment or academic work, and such retaliatory behavior will result in discipline.

Complaints of harassment or retaliation will be examined promptly, thoroughly, and will be impartially investigated. The University must investigate complaints of harassment of which it has knowledge. The interest in confidentiality of all members of the University will be respected, insofar as it is practical and possible, given the need for a thorough and complete investigation.

**Violations of policy**

Violation of this policy will result in disciplinary action up to and including termination of employment or expulsion from school.

**Assistance for Victims: Rights and Options**

The university will assist victims of Sexual Assault, Domestic Violence, Dating Violence, and Stalking and will provide each victim with a written explanation of their rights and options. The notification will include options for available assistance with requesting changes to academic, living, transportation and working situations as well as available protective measures. The university will make such accommodations or provide such protective measures if the victim requests them and if they are reasonably available, regardless of whether the victim chooses to report or pursue a criminal complaint, or whether the offense is alleged to have occurred on or off campus.

In Oregon, a victim of Domestic Violence, Dating Violence, Sexual Assault, or Stalking has rights under state law. These rights include financial assistance for a variety of things, like counseling, medical expenses, loss of earnings, and more. For more information on victims’ rights in the State of Oregon, visit doj.state.or.us/victims/pages/compensation.aspx. Information from the State of Oregon regarding the types of orders available to victims of Domestic Violence, Sexual Assault or Stalking and the accompanying forms associated with the orders may be accessed at: https://www.courts.oregon.gov/programs/family/forms/Pages/protective-orders.aspx.

The university complies with Oregon law in recognizing orders of protection and restraining orders and will assist university students and employees who obtain an order of protection from any U.S. state with information and safety planning. Individuals with protection or restraining orders should provide a copy to Campus Public Safety. They may then work to develop a safety plan, which is a plan for Campus Public Safety and the victim to reduce their risk of harm while on campus or in coming and going from campus.

The university cannot apply for a legal order of protection, no contact order, or restraining order for a survivor from the applicable jurisdiction(s). The survivor is required to apply directly for
these services. Help may be available through the Domestic Violence Resources Center (DVRC), orders may be available through your local Circuit Court.

The university may issue an institutional “no contact” expectation or directive, if deemed appropriate, or at the request of the victim or accused. To the extent of the victim’s cooperation and consent, university offices will work cooperatively to ensure that the complainant's health, physical safety, work and academic status are protected, pending the outcome of a formal university investigation of the complaint. For more information, please contact the Campus Wellness Office at (503) 352-2273 or the Dean of Student’s Office at (503) 352-2120.

This plan may include, but is not limited to: escorts, special parking arrangements, changing classroom location, or allowing a student to complete assignments from home. Employees who are victims of Domestic Violence may be eligible to take advantage of intermittent or continuous leave in order to secure restraining orders, attend court, or the like.

Personally identifiable information about the victim will be shared only with persons who have a specific need to know because they are investigating, adjudicating the complaint or delivering resources or support services to the complainant (for example, publicly available record-keeping for purposes of Clery Act reporting and disclosures will be made without inclusion of identifying information about the victim, as defined in 42 USC 1395 (a) (20)). The university will maintain as confidential, any accommodations or protective measures provided to the victim to the extent that maintaining such confidentiality would not impair the ability of the institution to provide the accommodations or protective measures.

The university does not publish the name of crime victims or identifiable information regarding victims in the Campus Public Safety Daily Crime Log. Victims, who are students, may request their directory information on file be removed from public sources at the Office of the Registrar (503) 352-2793. Victims who are employees should contact the Office of Human Resources (503) 352-2210 for the same service.

Confidential campus and community resources

Talking with the people in your support system (trusted friends or relatives) or with a counselor can be very helpful if you are having feelings that upset or confuse you. You can call the following numbers if you would like confidential information on how to find someone to talk to or to learn more about your options:

<table>
<thead>
<tr>
<th>Confidential On-Campus</th>
</tr>
</thead>
<tbody>
<tr>
<td>● Pacific University Campus Wellness Coordinator, Kathleen Converse 503-352-CARE (2273)</td>
</tr>
<tr>
<td>● Pacific University Student Counseling Center 503-352-2191</td>
</tr>
<tr>
<td>● Rev. Chuck Currie, <a href="mailto:chuck.currie@pacificu.edu">chuck.currie@pacificu.edu</a> 503-352-2032</td>
</tr>
<tr>
<td>Confidential Off-Campus</td>
</tr>
<tr>
<td>-------------------------</td>
</tr>
<tr>
<td>● Sexual Assault Resource Center 24 hour crisis line: 503-640-5311 Toll free number: 1-888-640-5311</td>
</tr>
<tr>
<td>● Domestic Violence Resource Center <a href="http://www.dvrc-or.org">www.dvrc-or.org</a> 503-469-8620 or toll free 1-866-469- 8600</td>
</tr>
<tr>
<td>● Men’s Resource Center 503-235-3433</td>
</tr>
<tr>
<td>● Eugene: Oregon Sexual Assault Support Services 541-343-7277 24-hour crisis line</td>
</tr>
<tr>
<td>● Eugene: Women’s Space womenspaceinc.org 541-485-6513 24 crisis line</td>
</tr>
<tr>
<td>● Salem: Oregon Mid-Valley Women’s Crisis Service mvwcs.com 1-866-399-7722 24 hour crisis line</td>
</tr>
<tr>
<td>● Staff and Faculty Counseling Services (Cascade Center EAP) 1-800-433-2320 <a href="http://www.cascadecenter.com">www.cascadecenter.com</a></td>
</tr>
<tr>
<td>● Not Alone (Sexual Violence Resources) <a href="http://www.notalone.gov">www.notalone.gov</a></td>
</tr>
<tr>
<td>● Help for Survivors Oregon Sexual Assault Task Force oregonsatf.org/help-for-survivors/</td>
</tr>
</tbody>
</table>

**Sex Offender Registration Information**

The federal Campus Sex Crimes Prevention Act of 2000 (CSCPA), which became law October 28, 2000, but which delayed certain provisions until October 28, 2002, amends the Jacob Wetterling Crimes Against Children and Sexually Violent Offender Registration Act.

CSCPA provides special requirements relating to registration and community notification for sex offenders who are enrolled in or work at institutions of higher education. In addition to the Wetterling Act, CSCPA also amended the Clery Act, an annual crime reporting law, and the Family Educational Rights and Privacy Act of 1974 to allow the disclosure of this information regarding students.

As provided in the Wetterling Act, any person required to register under a state sex offender registration program must notify the state regarding each institution of higher education in that State at which the person is employed, carries on a vocation, or is a student and must also alert the state of any change in enrollment or employment status.

Under current state law, computerized sex offender information can be obtained through local law enforcement agencies and the Oregon State Police through their sex offender registration information line at (503) 378-3720 extension 4429. This computerized database can access sex offender information by name, address, zip code or county.
For additional information about sex offender registration, you may wish to contact:

**Oregon State Police**  
Sex Offender Registration Unit  
3565 Trelstad Ave SE  
Salem, OR 97317  
(503) 934-1258,  
Email: sexoffender.questions@state.or.us

**Washington County Community Corrections**  
Community Corrections - Adult Probation and Parole  
150 North First Ave.  
Suite 200  
Hillsboro, OR 97124  
(503) 846-3400

**Student Sexual Misconduct Investigation and Adjudication Procedures**

These procedures accompany Pacific University’s Student Sexual Misconduct Policy and are to be used when responding to, investigating, and adjudicating complaints of sexual misconduct against Pacific University students. As outlined in the aforementioned policy, Sexual Misconduct is a broad term used to encompass unwelcome conduct of a sexual nature that is prohibited by Title IX and Pacific University. The term Sexual Misconduct includes (but is not limited to) behaviors often described as sexual harassment, sex/gender discrimination, sexual assault, sexual violence, rape, stalking, and relationship violence (including domestic and dating violence). It is a violation of this Policy to commit these acts or to attempt to commit them, as well as a violation of applicable law (including Title IX).

The University will conduct an investigation into an incident of Sexual Misconduct when:

- a student who has experienced an incident of Sexual Misconduct files a complaint against another person for the misconduct.
  - It should be noted that a survivor’s request for confidentiality limits the University’s ability to investigate a particular matter. If the person filing the complaint requests to maintain confidentiality regarding their identity, and/or not participate in the adjudication process, the University will still take steps to limit the effects of the alleged sexual misconduct and prevent its recurrence without initiating formal action against the alleged perpetrator or revealing the identity of the student complainant.
- the University has determined, through the criteria listed in the Student Sexual Misconduct Policy (section “Requesting Confidentiality From the University”) that there
exists an increased risk that the alleged perpetrator will commit additional acts of sexual or other violence. If this occurs, the University may choose to investigate and possibly pursue conduct action against the alleged perpetrator. If the University determines that it cannot maintain a victim’s confidentiality, the University will inform the victim prior to starting an investigation and will, to the extent possible, only share information with people responsible for handling the University’s response.


**Protective interim measures**

The University will not automatically restrict a student from attending classes or participating in other University activities on the basis of a disciplinary complaint pending in the Sexual Misconduct Adjudication Process. Any involved student may request protective interim measures from Dean of Students, who will review each request and notify students of the outcome. The University reserves the right to impose protective interim measures on any party at any time after learning of an allegation of Sexual Misconduct. Such measures may include, but are not limited to, restrictions regarding movement on campus, removal from University housing and/or removal from campus. The decision to impose interim measures is made solely at the discretion of the Dean of Students. Any interim measures do not replace the regular processes, which shall proceed on the normal schedule, up to and through a hearing, if required.

The university will provide written notification to victims about options for, available assistance in, and how to request changes to academic, living, transportation and working situations or protective measures.

**Filing a disciplinary complaint**

Complaints of sexual misconduct can be filed with one of these people:

<table>
<thead>
<tr>
<th>Lindsey Blem</th>
<th>Mark Ankeny</th>
</tr>
</thead>
<tbody>
<tr>
<td>Director of Residence Life and Student Conduct</td>
<td>Title IX Coordinator and Vice President for Enrollment Management and Student Affairs</td>
</tr>
<tr>
<td>Clark Hall, 129</td>
<td>Marsh Hall, 114A</td>
</tr>
<tr>
<td>503-352-2045</td>
<td>503-352-2924</td>
</tr>
<tr>
<td><a href="mailto:lindseyb@pacificu.edu">lindseyb@pacificu.edu</a></td>
<td><a href="mailto:titleix@pacificu.edu">titleix@pacificu.edu</a></td>
</tr>
</tbody>
</table>
If you would like assistance in the reporting process, Kathleen Converse, the Campus Wellness Coordinator can help (503-352-2273, kathleenconverse@pacificu.edu).

The person who brings forward the allegation of misconduct is called the *Complainant*. To initiate the disciplinary process, the Complainant will be asked to submit a single form, as explained below. This form should be submitted to the Title IX Coordinator or Director of Student Conduct in-person or by email. The Complainant is welcome to bring a Support Person and/or Advisor with them to any meetings with the Director of Student Conduct or Title IX Coordinator (see “Role of the Support Person, Attorney, and Non-Attorney Advisor” section in the Policy & Procedures). It is the Complainant’s choice whether to also report sexual misconduct to civil authorities, such as the police. A report to the University does not trigger a report to law enforcement authorities, unless as required by law.

**Complaint form**

This document contains basic information about the complaint made against the accused student (also known as the Respondent), such as time, date, location, and a brief description of the incident. The Complaint Form must contain sufficient detail to permit the Respondent to understand the charges being brought and to be able to adequately respond. The Complaint Form will be shared with the Respondent prior to filing their written response statement. *For a copy of the Complaint Form, contact studentconduct@pacificu.edu.*

**Informational meetings**

Upon receipt of a complaint, the Title IX Coordinator or Director of Residence Life and Student Conduct (or designee) will ensure that the Complainant and Respondent are provided with copies of the Student Sexual Misconduct Policy and Student Sexual Misconduct Investigation & Adjudication Procedures. Additionally both parties will be informed of the following:

- The option to: (1) notify law enforcement for possible criminal investigation and the filing of criminal charges; (2) proceed with the University for investigation and adjudication under University conduct processes; (3) proceed with both criminal and University complaints; or (4) pursue neither option;
- How the internal University investigative and adjudicative processes work;
- Information regarding the preservation of evidence;
- Available community and campus resources and services;
- The right to seek medical assistance, as necessary;
- The option of requesting protective interim measures, such as academic accommodations, the ability to change housing or dining facilities; change work schedules; alter academic schedules; access academic support such as tutoring; issue no contact orders; and change the alleged perpetrator’s living arrangements or course schedule.
- The right to an Advisor and the Advisor’s role;
● The right to a Support Person and the Support Person’s role;
● The University’s prohibition against retaliation and how to report incidents of retaliation;
● The option to provide a written statement;
● The University’s potential obligation to proceed with an investigation and possible adjudication to ensure the safety and well-being of the Complainant and/or others in the campus community in the absence of or withdrawal of a formal complaint and/or desire of the complainant to remain anonymous.

Investigation

The Director of Student Conduct or designee will initiate a Fact-Finding Investigation, utilizing neutral Investigators. It is the responsibility of the Investigators, not the parties, to gather the evidence relevant to the complaint and the facts raised in the parties’ statements, to the extent reasonably possible. During the course of the investigation, the Investigators may utilize some or all of the following procedures, in whatever order the Investigators deem most appropriate. The scope of the Fact-Finding Investigation will not be limited to information provided by the parties or to the violations outlined in the disciplinary complaint. In all cases, the Investigators will conduct an adequate, reliable, and impartial investigation into the allegations of the disciplinary complaint, reviewing all evidence deemed to be relevant. Parties and Witnesses will make themselves reasonably available to the Investigators.

Investigators

The University’s Investigators are staff and faculty who are selected by the Office of Student Conduct to perform Fact-Finding Investigations regarding matters of sexual misconduct between students. They are trained to conduct balanced and thorough inquiries into incidents of this nature, all while maintaining a level of privacy as dictated by University protocol. Often, two Investigators will be assigned per incident (though exceptions may be made at the discretion of the Director of Student Conduct, or designee).

Investigative report

Once the Fact-Finding Investigation has been completed, the Investigators will evaluate the information obtained during this process. The Investigators will prepare a report summarizing and analyzing the relevant facts received through the Investigation, noting any supporting documentation or statements. As mentioned above, the Complainant and Respondent will be able to review and approve their respective sections before the report is finalized.

Determining charges and finalizing the report

The Director of Student Conduct (and/or designee(s)) will use the completed Investigative Report to determine if sufficient information exists to warrant a hearing. If so, they will determine the alleged policy violations the Respondent will be reviewed under. This
determination could result in charges stemming from the Student Sexual Misconduct Policy, the Student Code of Conduct, and/or any other University policy.

If an incident results in a Respondent being simultaneously charged with violating the Student Code of Conduct in addition to the Sexual Misconduct Policy, in most cases, the University will utilize the Student Sexual Misconduct Adjudication Procedures to resolve all allegations, including protocols related to sanctioning and appeals. Exceptions from this course of action are only made where there are compelling mitigating circumstances.

Once alleged violations are added to the report, the Investigative Report will be considered finalized.

**Hearing types**

The default hearing type is Group Conduct Board Hearing. As the Investigative Report is finalized, the Complainant and Respondent will both be given the opportunity to request an Individual Conduct Board Hearing instead of a Group Conduct Board Hearing. The potential outcomes of each of these types of hearings are different and details regarding these differences are written below in the “Adjudication Procedures” section. The Director of Student Conduct, in consultation with the Title IX Coordinator, the Dean of Students, and Campus Public Safety, will determine if the request will be granted, taking into account such factors including but not limited to the nature of the incident and alleged violation and whether one or both parties is requesting an Individual Conduct Board Hearing.

Even if both parties request the Individual Conduct Board Hearing type, there is a possibility that a Group Conduct Board Hearing might be required in some cases. In cases where the Director of Student Conduct, in consultation with the Title IX Coordinator, the Dean of Students, and Campus Public Safety determines there is an incident pattern of behavior that poses a significant or pervasive risk to the community, a Group Conduct Board Hearing may be required to adjudicate an alleged incident so that the University may pursue University Expulsion, Revocation of Admission and/or Degree, and Withholding Degree as possible outcomes. For example, in the rare case where there is a clear pattern of sexual misconduct by the same student against multiple individuals, a Group Conduct Board Hearing may be required.

**Adjudication procedures**

Once the Investigative Report is finalized, the Office of Student Conduct will inform both the Complainant and Respondent, in writing, of the alleged policy violations, and the conduct hearing time and location.
Both parties will be informed by the Director of Student Conduct (or designee) of the hearing format and related protocol. Both parties have the right to review all documentation, including the Investigative Report and any supplemental documents, at least four (4) business days before the hearing.

Two hearing options are available:

- an Individual Conduct Board Hearing: a series of meetings with one trained Conduct Board member and the Complainant, Respondent, and Witnesses one-on-one with no possibility of University Expulsion, Revocation of Admission and/or Degree, and Withholding Degree being implemented as resulting sanctions, or
- a Group Conduct Board Hearing: a meeting with a three-person, trained Conduct Board and the Complainant and Respondent (either in-person or by video feed), calling in Witnesses as necessary, with all sanctions available as potential outcomes.

Both hearing types utilize the same standard of evidence the University uses for all student conduct hearings: that is to say, **all decisions are made based on a “preponderance of evidence,”** meaning the alleged policy violation was more likely than not to have happened (this is also known as having more than a 50% chance to have occurred). Mediation between parties (Complainant and Respondent) is never an appropriate resolution method for cases of Sexual Misconduct.

**Hearing Procedures**

- For both Individual Conduct Board Hearings and Group Conduct Board Hearings, the adjudicators will be comprised of staff and/or faculty authorized by the University to determine whether a student has violated the Student Code when a violation has been committed. These board members have been trained in conduct protocols and best practices specific to sexual misconduct adjudication.
- Hearings will be convened in a private room and will not be open to the public. A record of the hearing (digital audio and/or written) will be maintained by the University. No other recordings shall be made at the hearing. Any person disruptive to a hearing may be excluded from the process by the Director of Student Conduct (or designee) and/or a Conduct Board. If this person is a student, he or she will be subject to disciplinary sanctions including immediate suspension and/or lesser charges appropriate to the disruption.
- If a Respondent has been found in violation of the Sexual Misconduct Policy, the Director of Student Conduct (or designee) will determine the appropriate sanction(s). This person has been trained in conduct protocols and best practices specific to sexual misconduct adjudication.
● The Complainant and Respondent will be given the opportunity to raise issues related to potential conflicts of interest related to the conduct board members.

Hearing procedures are further explained in the Student Sexual Misconduct Policy and Protocols.

**Hearing outcome notifications**

Both the Complainant and Respondent will be notified simultaneously in writing within one (1) business day of the hearing of the hearing outcome—that is, whether the Respondent was found in violation of any alleged policy violation.

Only if the Respondent is in violation of a policy would the process move to the sanctioning step, which is explained in more detail below in “Imposition of Sanctions.” The Respondent and Complainant will be notified of the sanctions simultaneously in writing within four (4) business days after the hearing outcome delivery.

These notifications would also contain relevant appeals options. See the “Appeals” section for appeal criteria and procedures. During the delivery of both of these notifications, the Director (or designee) may choose to meet in-person with one or both parties in order to explain the notification and the student’s options.

Pacific University will not require either party to abide by a nondisclosure agreement, in writing or otherwise, that would prevent the redisclosure of information related to the outcome of the proceeding.

**Determining sanctions**

The Director (or designee) may choose to meet both parties in order to gather more information relevant to the sanctioning process. In addition, the Director (or designee) will consider the following as aggravating factors in determining sanction(s):

- Type of misconduct
- Frequency of the misconduct
- Severity of the misconduct
- Previous conduct history of the Respondent
- Non-adherence to interim measures (i.e. no contact agreements, etc.)
- Pre-meditated use of drugs or alcohol to facilitate the violation
- Use of force or weapon in committing the violation
- Multiple actors committed the violation
- Ongoing threat to the complainant and/or the University community
When determining an appropriate sanction, consideration will be given to the Complainant’s ability to freely access the benefits of their education and participate in the University community.

A list of sanctions may be imposed upon any student found to have violated the Student Code can be found in the Student Code of Conduct, Article IV: Student Conduct Code Procedures, Section B. Sanctions. The only exception is when a student has been found in violation of one or more policies through the Individual Conduct Board Hearing process; in such cases, the following sanctions may not be applied:

- University Expulsion—Permanent separation of the student from the University.
- Revocation of Admission and/or Degree—Admission to or a degree awarded from the University may be revoked for fraud, misrepresentation, or other violation of University standards in obtaining the degree, or for other serious violations committed by a student prior to graduation.
- Withholding Degree—The University may withhold awarding a degree otherwise earned until the completion of the process set forth in this Student Conduct Code, including the completion of all sanctions imposed, if any.

**Sanctions**

Sexual misconduct is a serious offense and such violations are subject to any combination of conduct sanctions as described in the Code of Student Conduct. Individuals found responsible for violating the Non-consensual Sexual Intercourse part of the policy face a recommended sanction of Pacific University suspension or Pacific University expulsion. Deviations from this range are rare and only made where there are compelling mitigating circumstances. Suspensions, if given, are based on satisfying conditions rather than solely on a period of time. Predatory, pattern and/or repeat offenders face Expulsion, which is also available for any serious offense whether pattern, predatory or repeat offending is evidenced or not.

The other forms of sexual misconduct defined in the Student Sexual Misconduct Policy cover a range of behaviors, and therefore a range of sanctions from Warning to Expulsion, Revocation of Admission and/or Degree, and Withholding of Degree may be applied, depending on the nature of the misconduct.

The following sanctions may be imposed upon any student found to have violated the Student Code:

- a. Warning—A notice in writing to the student that the student is violating or has violated institutional regulations.
b. Probation—A status that exists for a designated period of time and includes the likelihood of more severe disciplinary sanctions if the student is found in violation of any institutional regulation(s) during the probationary period.

c. Loss of Privileges—Denial of specified privileges for a designated period of time.

d. Fines—Previously established and published fines may be imposed.

e. Restitution—Compensation for loss, damage, or injury. This may take the form of appropriate service and/or monetary or material replacement.


g. Discretionary Sanctions—Work assignments, essays, community service projects, or other related discretionary assignments.

h. Residence Hall Suspension—Separation of the student from the residence halls for a definite period of time, after which the student is eligible to return. Conditions for re-entry to residential space may be specified.

i. Residence Hall Expulsion—Permanent separation of the student from the residence halls.

j. University Suspension—Separation of the student from the University for a definite period of time, after which the student is eligible to return. Conditions for readmission may be specified.

k. University Expulsion—Permanent separation of the student from the University.

l. Revocation of Admission and/or Degree—Admission to or a degree awarded from the University may be revoked for fraud, misrepresentation, or other violation of University standards in obtaining the degree, or for other serious violations committed by a student prior to graduation.

m. Withholding Degree—The University may withhold awarding a degree otherwise earned until the completion of the process set forth in this Student Conduct Code, including the completion of all sanctions imposed, if any.

More than one of the sanctions listed above may be imposed for any single violation.

The following sanctions may be imposed upon student groups or organizations:

a. Those sanctions listed above in article IV(B)(1)(a)–(i).

b. Specific training or programming requirements.
c. Loss of selected rights and privileges for a specified period of time.

d. Deactivation. Loss of all privileges, including University recognition, for a specified period of time.

Sanction notification

The Respondent and Complainant will be notified of the sanctions simultaneously in writing within four (4) business days after the hearing outcome delivery. The Director (or designee) may also choose to meet in-person with one or both parties in order to deliver and explain sanctions.

Unless otherwise prohibited by law, the University may disclose to anyone—not just the Complainant—the final results of a disciplinary proceeding if it determines that the student is in violation of the Student Sexual Misconduct Policy, and, with respect to the allegation made, the student has committed a violation of the institutions rules or policies.

Appeals

A decision reached by a Sexual Misconduct Board or a sanction imposed by Director of Student Conduct (or designee) may be appealed by the Respondent(s) or Complainant(s) within four (4) business days of the decision. Such appeals shall be in writing and shall be delivered to the Office of Student Conduct. Appeals will only be considered under the following conditions:

1. the party appealing is doing so based on one or more of the criteria listed in section 2.a-d below, and 2. the party appealing has provided a reasonable explanation of the selected criteria in his or her written appeal.

A Sexual Misconduct Appellate Board (“Appellate Board”) will determine if these conditions have been met; if so, the Appellate Board will go on to review the merits of the appeal through an Appeal Meeting.

Appeal meeting

The Complainant(s) and Respondent(s) will have the opportunity to discuss the appeal through an Appeal Meeting with the Appellate Board. Appeal Meetings will occur within five (5) business days of the appeal being submitted. Each party will meet with the Appellate Board separately. The appeal process is based solely on whether or not the person appealing presents sufficient information to determine that one or more of the grounds for appeal has been met. This Appeal Meeting shall not serve to replace the original hearing, or serve as a discussion regarding anything else but whether or not the grounds for appeal are valid.

The Appellate Board will be able to take into consideration the verbatim record of the original hearing, the hearing outcome, supporting documents, as well as information gathered through
discussions with the Complainant(s) and/or Respondent(s) through the Appeal Meetings, for one or more of the following purposes:

a. To determine whether the Hearing was conducted fairly in light of the alleged violations and information presented, and in conformity with prescribed procedures giving the complaining party a reasonable opportunity to prepare and to present information that the Student Code was violated, and giving the Respondent a reasonable opportunity to prepare and to present a response to those allegations. Procedural error will only be an acceptable basis for appeal when such errors were so substantial as to effectively deny the Complainant or Respondent a fair hearing.

b. To determine whether the sanction(s) imposed were appropriate for the violation of the Student Code, which the student was found to have committed.

c. To determine whether the decision reached regarding the Respondent was based on substantial information, that is, whether there were facts in the case that, if believed by the fact finder, were sufficient to establish that a violation of the Student Code occurred.

d. To consider new information, sufficient to alter a decision, or other relevant facts not brought out in the original hearing, because such information and/or facts were not known to the person appealing at the time of the original Student Conduct Board Hearing.

If the Appellate Board determines that the appeal is not valid, the matter shall be considered final and binding upon all involved and the original Conduct Board decision(s) stands. If the Appellate Board determines that the appeal is valid, the Appellate Board renders a final decision with regard to policy violations and/or sanctions. A successful appeal does not necessarily mean that a case will be dismissed with all violations and sanctions removed. The Appellate Board reviewing the appeal may decide:

1. to affirm the findings/outcome and sanction(s) imposed by the original Sexual Misconduct Board.
2. to reverse or modify the decision of the Sexual Misconduct Board and/or sanction(s) from the Director of Conduct (or designee). Such reversal or modification shall take place only upon a showing by the respondent of clear and material error on the part of Board and/or Director and which error affected the outcome of the case.
3. to dismiss the entire case. Dismissal will occur only if there is insufficient information to support a finding of responsibility for all alleged policy violations.

Both the Complainant and Respondent will be notified simultaneously in writing within two (2) business days of the final Appeal Meeting of the appeal outcome. All decisions made by the Appellate Board are final and cannot be appealed.
Annual Fire Safety Report

Pacific University publishes this Fire Safety Report in compliance with the Higher Education Act of 1965 and as a part of its annual Clery Act Compliance. This report contains the university’s fire safety policies and fire statistics for each On-Campus Student Housing Facility. These fire statistics are also reported annually to the Department of Education.

A printed report is available at the Campus Public Safety office at 2128 College Way Forest Grove, OR 97116. Copies of the Annual Security and Fire Safety Report are provided at no cost.

Reporting Fires

Pacific University-Forest Grove Campus

A daily fire log is available for review at Campus Public Safety, 2128 College Way Forest Grove, OR 97116. The fire log includes information about fires that occur in On-Campus Student Housing Facilities including the nature, date, time, and general location. A fire is defined as any instance of open flame or other burning in a place not intended to contain the burning or in an uncontrolled manner.

If a fire occurs in any Pacific University building, the campus community member must immediately seek safety and dial 911 from any campus extension or cell phone. The reporter or another witness should then notify Campus Public Safety at (503) 352-2230. When calling, please provide as much information as possible about the location and possible cause of the fire.

If a member of the Pacific University campus community finds evidence of a fire that has been extinguished, and the person is not sure whether Campus Public Safety has been notified, the campus community member should immediately notify Campus Public Safety to investigate and document the incident.

Pacific University-Hillsboro Campuses

The Hillsboro campus of Pacific University does not include any residential buildings. Pacific University community members on the Hillsboro campus who discover a fire, should call 911 and provide as much information as possible to dispatch so that the Hillsboro Fire Department can investigate and take appropriate action. After providing information to 911 and evacuating the area, the caller should contact Campus Public Safety at (503) 352-7207.
Pacific University – Eugene and Woodburn Campuses

The Eugene and Woodburn campuses of Pacific University do not include any residential buildings. Pacific University community members on the Eugene and Woodburn campuses who discover a fire, should call 911 and provide as much information as possible to dispatch so that the Fire Department can investigate and take appropriate action. After providing information to 911 and evacuating the area, the caller should contact Campus Public Safety at (503) 352-2230.

Fire Safety Systems in Student Housing Facilities

Fire safety is the top concern of the Housing and Residence Life. Campus Public Safety and Residence Life staff conduct a minimum of one fire drill per student housing facility to practice the safe and orderly evacuation of the buildings.

To ensure a preventative approach, the Forest Grove Fire and Rescue perform annual fire safety inspections of all On-Campus Student Housing Facilities. For more information on the Forest Grove Fire and Rescue, visit their website at: http://www.forestgrove-or.gov/fire

Individuals can also learn more about fire safety from the U.S. Fire Association. Visit their site at usfa.fema.gov/prevention/.

The majority of university buildings, including all student residence halls, are equipped with automatic fire detection and alarm systems which are constantly monitored by Campus Public Safety so resources can be dispatched immediately when necessary.

Buildings are equipped with a variety of features that are designed to detect, stop, or suppress the spread of a fire. A door can be the first line of defense against the spread of smoke or fire from one area to another. Some doors, such as fire doors in corridors and stairwells of On-Campus Student Housing Facilities, are designed to withstand fire better than those of individual rooms. It is important that these doors are closed if there is a fire.

Residence Hall Fire Safety Policies

Each and every resident and guest plays an important role in fire prevention in the residence halls. With so many people living together, everyone has a responsibility to make safe choices and report unsafe conditions with regard to fire safety. It goes without saying that fires can have an enormous impact, both in terms of resident safety and financial costs. Because Pacific University takes fire safety so seriously, any violations of the Residence Hall Fire Safety policy will result in responsible persons being financially responsible for the costs to fix or clean any resulting damages, being subject to monetary fines, and being referred to the Conduct Office for further action. Fines for those responsible for violating any part of the Fire Safety policy are as follows:
• Burning and open flames, fire safety equipment tampering or misuse, obstructing a fire exit, negligent cooking, failure to evacuate during a fire alarm: $150 for first violation, increasing by $100 for subsequent violations (example, $150 for first, $250 for second, etc.)

• False fire alarm: $500 per violation

Residents and guests also bear legal, criminal, and financial liability for creating fire hazards. Repeated and/or particularly dangerous violations of this policy may result in removal from campus housing.

**Burning and open flames**

Residents and guests are prohibited from burning anything, using an open flame, or creating any kind of fire in Campus Housing. This prohibition includes but is not limited to using candles, cigarettes, cigars, hookahs, pipes, incense, and fireworks. If a resident or guest is found burning candles or similar items, the resident shall clip the wick or discard the item.

**Fire safety equipment and fire alarms**

All persons are prohibited from disabling, tampering with, or decreasing the effectiveness of any fire safety equipment (including, but not limited to, fire extinguishers, smoke detectors, and sprinklers.) This includes, but is not limited to:

- Covering, attaching to, or hanging anything from smoke detectors, fire alarms, and sprinkler heads.
- Removing batteries from a smoke detector and/or taking a smoke detector off the ceiling. If you have a battery-operated smoke detector, you are responsible to make sure it is working; if it beeps to indicate low batteries, do not take it down. Report this immediately to staff. (See “Reporting Facilities and Maintenance Concerns” in Residence Hall Handbook)

Individuals are prohibited from misusing fire safety equipment (such as inappropriately discharging a fire extinguisher.)

Causing a false fire alarm to be sounded is strictly prohibited (this does not include having one smoke detector sound temporarily due to smoke or steam while cooking).

**Obstructing a fire exit**

Emergency exit doors and escape routes must be kept free and clear of materials that may impede evacuation. Obstructing an evacuation route with trash, furniture, or other physical items is strictly prohibited.

**Barbecue grills**

Residents are not allowed to possess or use barbecues or open flame cooking devices within
campus housing, including on balconies and porches. When available, residents are permitted to use University owned community barbecues on the outside grounds away from buildings. Residents are required to keep community barbecues clean. See your RA for more information.

**Negligent cooking**

Fires from unattended cooking are completely avoidable. Do not leave microwaves, ovens, stoves, or other appliances unattended while in use. Should a fire result from negligence while cooking, you will be held responsible. Please also consult the “Prohibited Items” list to see which appliances may not be possessed or used in campus housing.

**Evacuating during fire alarm**

When a fire alarm sounds, residents and guests must promptly evacuate the building and assemble in the posted gathering location. Failure to do so may result in fines and citations. See “Safety and Emergencies” in the Residence Hall Handbook for further instructions.

**Hover boards**

Due to the fire concerns surrounding hover boards, the use and/or possession of hover boards in campus housing is prohibited. Should these devices be found in any area in housing, they will be confiscated by staff.

**Smoking policy**

Pacific University prohibits smoking anywhere on Pacific University campuses, including within and around Campus Housing. Smoking includes, but is not limited to, the use of cigarettes, e-cigarettes, vaping devices, cigars, pipes, hookah, any other smoked or smoldering substances, or any similar devices. This policy prohibits smoking on all Pacific University campuses as well as university-owned or controlled property including but not limited to grounds, outdoor areas, vehicles, parking lots, and inside any personal vehicles parked on the property. In compliance with Oregon Senate Bill 754 (effective January 1, 2018), one must be 21 years of age to possess any tobacco products on campus.

As noted in the “Fire Safety” policy, smoking within Campus Housing will result in severe fines. See also: “Pacific University Smoking and Tobacco Use Policy” online.

**Electrical connections policy**

Residents shall not cover, hang, or attach anything to electrical fixtures, lighting fixtures, fire safety fixtures, network fixtures, or heating and/or air conditioning units provided in their rooms. Residents shall not modify any of the aforementioned fixtures provided in their rooms, such as installing alternative fixtures, plates, dimmer switches, or ceiling fans. For fire safety purposes, residents are approved to use surge protector power strips that are UL (“Underwriters’ Laboratories,” a nonprofit safety testing organization) approved. Multiplying an outlet or
extending an outlet more than once is prohibited. For example, residents shall not plug a surge protector into an outlet multiplier or plug a multiple-outlet extension cord into a surge protector. Also, residents shall not plug one extension cord into another or plug another device into the end of a set of decorative lights. Electrical lights (such as “Christmas” lights) may not be used on metallic objects or attached to light fixtures. Please also see “Fire Safety” for additional policies related to this area.

**Items prohibited in residence halls**

Residents shall not possess or use any of the following items in campus housing. If these items are found, they will be confiscated (for details, see “Confiscation”)

- air conditioners
- airsoft guns
- animals or unapproved pets
- barbecue grills (propane and charcoal)
- beer bongs, or other rapid consumption devices for alcohol
- blow torches
- bread makers*
- candles with burnt, unclipped wicks
- dartboards with metal-tipped darts
- explosives/fireworks
- firearms and/or ammunition
- illicit drugs and/or drug paraphernalia
- hazardous chemicals
- halogen lights
- heaters not provided by the University
- hot plates
- hover boards
- knives defined or displayed as weapons (includes blades greater than 4”; culinary knives are allowed)
- microwaves+
- refrigerators with capacity greater than 4 cubic feet and other large appliances (freezer, dishwasher, washer, dryer)*
- toasters/toaster ovens*
- toilet bowl cleaners (sit or hang in tank or bowl; will damage toilets)
- paintball guns
- subwoofer speakers
- waterbeds
- weapons, including ornamental weapons and those for martial arts
- wipes (including those labeled as “flushable”) may be possessed, but not flushed in University toilets
*Item is permitted in Apartment Kitchens* (Burlingham, Gilbert, Vandervelden); Refrigerators 4 cubic feet or less are permitted in all rooms, however a mat must be placed under refrigerators in carpeted areas.

+Microwaves: Residents of Burlingham, Gilbert, or Vandervelden are allowed to have microwaves as long as the microwave is kept on a table.

**Residence Hall Safety Inspections**

Facilities personnel and Residence Life staff perform routine safety inspections of each resident’s space at least once per academic year. Inspections are conducted to ensure all of the rules and regulations for the student housing facilities are being adhered to. The inspections include, but are not limited to, visual examination of electrical cords, sprinkler heads, smoke detectors, and points of egress.

In addition, each room is examined for the presence of prohibited items (e.g. sources of open flames, such as candles, non-surge protected extension cords, portable cooking appliances in non-kitchen areas, etc.) or prohibited activity (e.g. smoking in the room, tampering with the life safety equipment, possession of pets, etc.). This inspection also includes a general assessment of food and waste storage and the cleanliness of the room. Prohibited items may be immediately confiscated by University personnel and might not be returned to the owner.

**Response to Fires, Fire Alarms, and Explosions in Student Housing**

All persons are required by law to evacuate the building in the event of a fire alarm, or fire drill. All persons are prohibited from re-entering the building until an all-clear is given by Campus Public Safety Officers, Forest Grove Fire or Forest Grove Police.

1. Know the location of fire alarm pull stations, fire extinguishers, emergency exits, and fire escapes.
2. Upon discovering a fire, pull the alarm immediately. Call 911 as soon as you are reasonably safe and then contact Campus Public Safety at (503) 352-2230.
3. Upon notice of a fire alarm, or fire drill, evacuate the building to your designated, safe, outside location.
   a. Do not attempt to use elevators under any circumstance.
   b. If there is heavy smoke, crawl along the floor to the nearest exit. Keep your nose and mouth covered with a cloth.
   c. If it is not safe to leave your room because fire or smoke is blocking your path, stay in your room. Do not attempt to jump out of any window higher than ground floor. If it is safe to do so, go to the window and signal for help.
   d. If you are trapped in your room, keep your doors and windows closed- open windows may draw smoke into the room. Shove wet towels, clothing or sheets underneath your door to prevent smoke from entering.
e. Hang a sheet or other large cloth out your window to notify emergency personnel that you are trapped. If your phone works, contact Campus Public Safety at (503) 352-2230 to apprise them of your situation.

4. Stay far away from the building—you could be injured by falling glass or explosions. Stay clear of fire lanes, roads, sidewalks, fire hoses, water valves, and emergency personnel so that they may work.

5. Inform Campus Public Safety or Residence Life staff of any injured, disabled, or trapped persons of which you are aware.

6. Remain for an accounting of all persons known to be inside. Do not re-enter the building until an all-clear signal is given by Campus Public Safety.

Catastrophic disaster assembly

The University has designated assembly areas in the event of a catastrophic disaster, for example, a very large earthquake or explosion. If it is safe to go there, the area will be used for evacuation, triage, and recovery. Do not leave the assembly area until an all-clear is given by designated University personnel. It is crucial that everyone be accounted for should the disaster require search and rescue operations.

- **Cascade, Clark, Walter, and McCormick** assemble in Parking Lot E, which is between Clark Hall and the tennis courts

- **Vandervelden, Burlingham, and Gilbert** assemble in the Parking Lot K, behind Gilbert Hall.

<table>
<thead>
<tr>
<th>On-Campus Student Housing Facilities</th>
<th>(Forest Grove In The Only Campus With Student Housing)</th>
</tr>
</thead>
<tbody>
<tr>
<td>Burlington Hall</td>
<td><a href="https://www.pacificu.edu/about-us/offices/housing/residential-areas/burlingham">https://www.pacificu.edu/about-us/offices/housing/residential-areas/burlingham</a></td>
</tr>
<tr>
<td>Cascade Hall</td>
<td><a href="https://www.pacificu.edu/about-us/offices/housing/residential-areas/cascade">https://www.pacificu.edu/about-us/offices/housing/residential-areas/cascade</a></td>
</tr>
<tr>
<td>Clark Hall</td>
<td><a href="https://www.pacificu.edu/about-us/offices/housing/residential-areas/clark">https://www.pacificu.edu/about-us/offices/housing/residential-areas/clark</a></td>
</tr>
<tr>
<td>Gilbert Hall</td>
<td><a href="https://www.pacificu.edu/about-us/offices/housing/residential-areas/gilbert">https://www.pacificu.edu/about-us/offices/housing/residential-areas/gilbert</a></td>
</tr>
<tr>
<td>McCormick Hall</td>
<td><a href="https://www.pacificu.edu/about-us/offices/housing/residential-areas/mccormick">https://www.pacificu.edu/about-us/offices/housing/residential-areas/mccormick</a></td>
</tr>
<tr>
<td>Vandervelden Court</td>
<td><a href="https://www.pacificu.edu/about-us/offices/housing/residential-areas/vandervelden-court">https://www.pacificu.edu/about-us/offices/housing/residential-areas/vandervelden-court</a></td>
</tr>
<tr>
<td>Walter Hall</td>
<td><a href="https://www.pacificu.edu/about-us/offices/housing/residential-areas/walter">https://www.pacificu.edu/about-us/offices/housing/residential-areas/walter</a></td>
</tr>
</tbody>
</table>
Plans for future fire safety improvements

Pacific University continues to assess and upgrade fire safety equipment as an ongoing process to ensure that all equipment meets National Fire Safety standards. During the summer of 2019 Pacific University converted our fire reporting system from phone lines to radio systems in compliance with fire safety regulations and best practices. Future improvements will be made as needed as a part of the ongoing assessment process.

Fire Safety Systems by Residential Location

<table>
<thead>
<tr>
<th>Location</th>
<th>Sprinklers or other fire extinguishing systems</th>
<th>Fire detection devices</th>
<th>Standalone smoke alarms</th>
<th>Devices that alert one to the presence of a fire, such as horns, bells or strobe lights</th>
<th>Fire doors and walls that reduce the spread of a fire</th>
<th>Number of Fire Drills in 2018</th>
</tr>
</thead>
<tbody>
<tr>
<td>2415 Main Street</td>
<td></td>
<td>X</td>
<td></td>
<td></td>
<td></td>
<td>0</td>
</tr>
<tr>
<td>Burlingham Hall</td>
<td>X</td>
<td>X</td>
<td></td>
<td></td>
<td></td>
<td>2</td>
</tr>
<tr>
<td>Cascade Hall</td>
<td>X</td>
<td>X</td>
<td>X</td>
<td></td>
<td></td>
<td>2</td>
</tr>
<tr>
<td>Clark Hall</td>
<td></td>
<td>X</td>
<td>X</td>
<td>X</td>
<td></td>
<td>2</td>
</tr>
<tr>
<td>Gilbert Hall</td>
<td>X</td>
<td>X</td>
<td>X</td>
<td>X</td>
<td></td>
<td>2</td>
</tr>
<tr>
<td>McCormick Hall</td>
<td>X</td>
<td>X</td>
<td>X</td>
<td>X</td>
<td></td>
<td>2</td>
</tr>
<tr>
<td>Vandervelden Court</td>
<td></td>
<td></td>
<td>X</td>
<td></td>
<td></td>
<td>2</td>
</tr>
<tr>
<td>Walter Hall</td>
<td></td>
<td>X</td>
<td>X</td>
<td>X</td>
<td></td>
<td>2</td>
</tr>
</tbody>
</table>

2018 Statistics and Related Information Regarding Fires in Residential Facilities

<table>
<thead>
<tr>
<th>Location</th>
<th>Total Fires at this Location</th>
<th>Fire Number</th>
<th>Cause of Fire</th>
<th>Number of Injuries Requiring Medical Treatment at a Treatment Facility</th>
<th>Number of Deaths Related to Fire</th>
<th>Monetary Value of Property Damage</th>
</tr>
</thead>
<tbody>
<tr>
<td>2415 Main Street</td>
<td>0</td>
<td>0</td>
<td>N/A</td>
<td>N/A</td>
<td>N/A</td>
<td>N/A</td>
</tr>
</tbody>
</table>
Pacific University Annual Security and Fire Safety Report

<table>
<thead>
<tr>
<th>Building Name</th>
<th>Total Fires</th>
<th>Damages</th>
<th>Injuries</th>
<th>Fatalities</th>
</tr>
</thead>
<tbody>
<tr>
<td>McCormick Hall</td>
<td>2</td>
<td>0</td>
<td>0</td>
<td>0</td>
</tr>
<tr>
<td></td>
<td>1</td>
<td>0</td>
<td>0</td>
<td>0</td>
</tr>
<tr>
<td></td>
<td>Result of unintentional action: Cooking</td>
<td>0</td>
<td>0</td>
<td></td>
</tr>
<tr>
<td></td>
<td>Result of unintentional action: Cooking</td>
<td>0</td>
<td>0</td>
<td></td>
</tr>
<tr>
<td></td>
<td>2</td>
<td>0</td>
<td>0</td>
<td>0</td>
</tr>
<tr>
<td>Vandervelden Court</td>
<td>0</td>
<td>0</td>
<td>0</td>
<td>0</td>
</tr>
<tr>
<td>Walter Hall</td>
<td>0</td>
<td>0</td>
<td>0</td>
<td>0</td>
</tr>
<tr>
<td></td>
<td>N/A</td>
<td>N/A</td>
<td>N/A</td>
<td>N/A</td>
</tr>
</tbody>
</table>

**Reported Residential Fires**

Forest Grove Campus

<table>
<thead>
<tr>
<th></th>
<th>2018</th>
<th>2017</th>
<th>2016</th>
</tr>
</thead>
<tbody>
<tr>
<td>Total Fires</td>
<td>3</td>
<td>0</td>
<td>1</td>
</tr>
<tr>
<td>Damages</td>
<td>$50</td>
<td>$0</td>
<td>$0</td>
</tr>
<tr>
<td>Injuries</td>
<td>0</td>
<td>0</td>
<td>0</td>
</tr>
<tr>
<td>Fatalities</td>
<td>0</td>
<td>0</td>
<td>0</td>
</tr>
</tbody>
</table>

**Internet Links To Resources**

<table>
<thead>
<tr>
<th>Resource</th>
<th>Internet Link</th>
</tr>
</thead>
<tbody>
<tr>
<td>Forest Grove Fire and Rescue</td>
<td><a href="http://www.forestgrove-or.gov/fire">http://www.forestgrove-or.gov/fire</a></td>
</tr>
<tr>
<td>Hillsboro Fire Department</td>
<td><a href="https://www.hillsboro-oregon.gov/departments/fire">https://www.hillsboro-oregon.gov/departments/fire</a></td>
</tr>
</tbody>
</table>
Woodburn Fire Department | http://woodburnfire.com/
---|---
Eugene Fire Department | https://www.eugene-or.gov/120/Fire-and-Emergency-Medical-Services
Oregon Department of Justice Compensation for Victims of Crime | doj.state.or.us/victims/pages/compensation.aspx
Oregon Judicial Department Protective Orders | https://www.courts.oregon.gov/programs/family/forms/Pages/protective-orders.aspx
Oregon Revised Statutes | oregonlegislature.gov/bills_laws/Pages/ORs.aspx
Oregon Revised Statutes Controlled Substances Laws | oregonlegislature.gov/bills_laws/ors/ors475.html
Oregon Sex Offender Inquiry System | https://sexoffenders.oregon.gov/
Campus Public Safety email | cps@pacificu.edu
Pacific University Alcohol and Drug Information | https://www.pacificu.edu/support-pacific/alcohol-other-drugs
Pacific University Student Counseling Center | https://www.pacificu.edu/about-us/offices/student-counseling-center
Pacific University Student Health Center | https://www.pacificu.edu/about-us/offices/student-health-center

Other Contact Information

<table>
<thead>
<tr>
<th>Resource</th>
<th>Contact Information</th>
</tr>
</thead>
<tbody>
<tr>
<td>SARC</td>
<td>4900 SW Griffith Drive, Suite 100, Beaverton, Oregon 97005 (503) 626-9100</td>
</tr>
<tr>
<td>Department of Human Services</td>
<td>500 Summer St. NE, Salem, OR 97301 (503) 945-5600</td>
</tr>
<tr>
<td>Washington Co. Victim’s Assistance Program</td>
<td>150 N First Avenue, Suite: 300, Hillsboro, OR 97124 (503) 846-8671</td>
</tr>
<tr>
<td>Lane Co. Victim’s Assistance Program</td>
<td>125 East 8th Avenue, Eugene, OR 97401 (541) 682-4523</td>
</tr>
<tr>
<td>Marion Co. Victim’s Assistance Program</td>
<td>555 Court St NE, Suite 3231, Salem, OR 97301 (503) 588-5253</td>
</tr>
<tr>
<td>St. Vincent’s Hospital (Certified Sexual Assault Nurse Examiners)</td>
<td>9205 SW Barnes Road, Portland OR, 97229 (503) 216-1234</td>
</tr>
<tr>
<td>Pacific University Office of Equity, Diversity, and Inclusion</td>
<td>Marsh Hall 338, Pacific University, Forest Grove, OR 97116 (503) 352-1457</td>
</tr>
<tr>
<td>---------------------------------------------------------------</td>
<td>---------------------------------------------------------------------</td>
</tr>
<tr>
<td>Pacific University Office of International Programs</td>
<td>Scott Hall, Pacific University, Forest Grove, OR 97116 (503) 352-1600</td>
</tr>
<tr>
<td>Office of Student Life</td>
<td>Clark Hall, Pacific University, Forest Grove, OR 97116 (503) 352-2200</td>
</tr>
<tr>
<td>Campus Public Safety – Forest Grove</td>
<td>2128 College Way, Forest Grove, OR 97116 (503) 352-2230</td>
</tr>
<tr>
<td>Campus Public Safety – Hillsboro</td>
<td>190 SE 8th Ave, Hillsboro OR, 97123 (503) 352-7207</td>
</tr>
<tr>
<td>Washington Co. District Attorney’s Office (Protective Orders)</td>
<td>150 N First Avenue, Suite: 300, Hillsboro, OR 97124 (503) 640-5352 ext. 306</td>
</tr>
<tr>
<td>Lane Co.</td>
<td>125 E 8th Ave #400, Eugene, OR 97401 (541) 682-4261</td>
</tr>
<tr>
<td>Marion Co.</td>
<td>555 Court St NE, Suite 3231, Salem, OR 97301 (503) 588-5222</td>
</tr>
<tr>
<td>Pacific University Human Resources Office</td>
<td>Frye Building, 2011 21st Avenue, Pacific University, Forest Grove, OR 97116 (503) 352-2210</td>
</tr>
<tr>
<td>Pacific University Office of the Registrar</td>
<td>Marsh Hall, Pacific University, Forest Grove, OR 97116 (503) 352-2793</td>
</tr>
<tr>
<td>Pacific University Student Counseling Center</td>
<td>2142 College Way, Forest Grove OR 97116 (503) 352-2191</td>
</tr>
<tr>
<td></td>
<td>730 SE Oak St, Suite D, Hillsboro OR 97123 (503) 352-2658</td>
</tr>
<tr>
<td>Pacific University Campus Wellness Office</td>
<td>Clark Hall, Pacific University, Forest Grove, OR 97116 (503) 352-2273</td>
</tr>
<tr>
<td>The Northwest Network (for LGBTQ survivors)</td>
<td>P.O. Box 18436, Seattle, WA (206) 568-7777</td>
</tr>
<tr>
<td>Pacific University Student Health Center</td>
<td>2142 College Way, Forest Grove, OR 97116</td>
</tr>
<tr>
<td></td>
<td>730 SE Oak St, Suite D, Hillsboro, OR 97123 (503) 352-2269</td>
</tr>
</tbody>
</table>