



**WILLAMETTE  
UNIVERSITY**



**2024 COMBINED ANNUAL  
SECURITY REPORT AND  
FIRE SAFETY REPORT**

*For Salem Campus, Pacific Northwest  
College of Art, Portland, Atkinson  
MBA Campus, Portland, and Granada,  
Spain campus.*

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## Message to the Community from the Director of Campus Safety

Dear Campus Community,

On behalf of the Willamette University Campus Safety team, I would like to welcome you to the campus. The safety and well-being of our students, faculty, staff, and visitors are our foremost concern. Our department is staffed with professional employees who are dedicated to serving the campus 24 hours a day, 7 days a week, 365 days a year. Officers patrol our buildings and grounds, get to know our community and work closely with local law enforcement agencies committed to safety. Our Annual Security Report details these efforts.

Willamette University prepares this report in compliance with the Jeanne Clery Disclosure of Campus Security and Crime Statistics Act, using data collected directly by the Campus Security, as well as information provided by other college offices (such as the Dean of Students Office, Residential Life, and additional campus security authorities), along with information provided by local law enforcement agencies surrounding the campus.

The Annual Security Report is intended to provide you with information on educational programs, safety practices, crime statistics, and policies regarding the reporting of emergencies and campus crime rates.

This report covers the calendar years of 2021, 2022, and 2023 and is restricted to activities that occurred on our campus, on public property immediately adjacent to campus, and certain off-campus buildings or properties owned or controlled by Willamette.

Please do not hesitate to reach out to Campus Safety with questions on any aspect of this report. We value your collaboration and appreciate your support.

Thank you,

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Director of Campus Safety and Emergency Management

## Section I: Introduction

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

The following document represents Willamette University’s Annual Security and Fire Safety Report, pursuant to the Clery Act and the HEOA. The report also includes information about university policies designed to promote the safety of our university community, as well as other information regarding personal safety, crime and fire prevention, and information on how to report suspicious activity. All policy statements contained in this report apply to all campuses unless otherwise indicated.

Willamette University publishes its Security and Fire Safety Report every October 1, and as required by Clery, includes relevant crime statistics for the last three calendar years – 2021, 2022, and 2023 (as opposed to academic years). We make copies of the report available at our Office of Campus Safety, located at the Service Center in the University Services Building on the south side, or online at <https://willamette.edu/offices/safety/index.html>, (Campus Safety) and by emailing a link to the report to all students and employees.

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

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

It is important to note that although the Clery Act requires Willamette to include crime statistics for calendar years 2021, 2022, and 2023, the policies described or referred to in this report are current. Regardless, the

changes to federal regulation and the related national conversation regarding sexual discrimination, harassment, and violence on America's college campuses have fostered at Willamette the development and implementation of survivor-oriented policies and practices that encourage bystander intervention, connect victims to important remedies and support services and support institutional efforts to hold wrongdoers accountable.

If you have any questions, concerns, or comments regarding this Campus Safety Security and Fire Safety Report, please feel free to contact Willamette University's Clery Compliance Officer, Andrew Fresh, Director of Campus Safety, at 503-370-6911, or [afresh@willamette.edu](mailto:afresh@willamette.edu). Additional information regarding Willamette University's compliance with Title IX may be found at: <http://www.willamette.edu/notalone/index.html> (Sexual Misconduct Resources)

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

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

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

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

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

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

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

All Willamette University Campus Safety officers are certified by the State of Oregon’s Department of Public Safety Standards and Training as private security officers and have the same powers to arrest as those of any other private citizen. Officers can detain suspects for crimes committed in their presence and must contact police without delay to turn the suspect over to law enforcement. All officers have first aid and CPR certification. Ongoing training is mandatory for all Campus Safety officers.

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

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

Campus Safety officers have the authority to enforce University policies but are not sworn officers; but they are responsible for enforcing university policies, and those policies include enforcing violations of the law. Campus Safety Officers document violations of university policy/law and contact local law enforcement agencies to report observed violations of federal laws and state laws. The Campus Safety Officers have jurisdiction to operate on Willamette University-owned or controlled property.

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

Under the supervision of Campus Safety, Willamette University Emergency Medical Services (WEMS) operates as a student-staffed, campus-based agency, providing Basic Life Support (BLS) to students, faculty, staff, and guests of the Willamette community. WEMS members provide quick response emergency medical care on campus and immediate surrounding areas with one Supervisor EMT-Basic and/or two Emergency Medical Responders from the hours of 5 p.m. Friday to 5 p.m. Sunday during the academic year. As a student service organization at Willamette University, WEMS provides education and training in pre-hospital emergency medical care. When WEMS is dispatched to a situation on campus, a Campus Safety officer always accompanies them to manage the scene and coordinate other emergency responders as needed.

## **B. Where and How to Report Crimes**

### **Salem Campus**

All members of the WU community and all visitors are encouraged to accurately and promptly report potential criminal activity, suspicious behavior, and any emergencies on campus, on public property running through or immediately adjacent to the campus, or in other property that is owned or controlled by Willamette University. Non-emergency incidents or concerns can be reported via this online community concern/incident report at [https://cm.maxient.com/reportingform.php?WillametteUniv&layout\\_id=0](https://cm.maxient.com/reportingform.php?WillametteUniv&layout_id=0) which can be found on the Division of Student Affairs website under reporting resources <https://willamette.edu/offices/studentaffairs/index.html>. In Salem, Campus Safety Officers can be reached 24 hours a day by calling 503-370-6911 or by visiting us in the

Service Center in the University Services Building, 750 Ferry Street SE, Salem, OR. Salem Police can be contacted to report a crime at 503-588-6123 or, for an emergency by dialing 911. Campus Safety can determine whether another law enforcement agency should be contacted or advise the crime victim of their right to contact another law enforcement agency for additional assistance. The Salem Police Department is located at 333 Division Street NE in Salem.

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

### **Portland Campuses - Pacific Northwest College of Art and the Portland Center - Atkinson MBA for Professionals and MS in Data Science Program**

Campus Safety Officers can be reached 24 hours a day to assist students at PNCA or the Portland Center by calling 503-621-2061 or by visiting us at the Information Desk at the Arlene and Harold Schnitzer Center for Art and Design, 511 NW Broadway, Portland, OR. The Portland Police Bureau can be contacted to report a crime at 503-823-0000 or, for an emergency by dialing 911. The Portland Police Bureau is located at 1111 SW 2nd Ave., Portland, OR 97201.

Willamette University has established special provisions for reporting hate crimes and other bias-related concerns. In addition to normal reporting methods, such concerns may be reported via the university's online Bias Incident Report at [https://cm.maxient.com/reportingform.php?WillametteUniv&layout\\_id=1](https://cm.maxient.com/reportingform.php?WillametteUniv&layout_id=1). Any Clery-related criminal activity received via the bias incident reporting form is conveyed to the Office of Campus Safety.

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

Reporting of criminal activity to Campus Safety will be kept as confidential as possible to protect the privacy of the reporting party and others involved. Strict confidentiality, however, cannot always be provided based on the nature of the crime and the specific circumstances of the situation. For victims of sexual misconduct who wish to report the incident confidentially, they may contact Bishop Wellness Center, the Chaplain's office, Willamette University SARA (Sexual Assault Response Allies) or the University Advocacy and Prevention Coordinator. See pages 9-10 of this Report for more information regarding confidential resources.

Campus Safety encourages victims and witnesses of any crime to promptly report the incident to the police. Campus Safety has no voluntary, confidential reporting process because police reports are public records under state law. Thus, Campus Safety cannot hold reports of crime in confidence. Confidential reports for purposes of inclusion in the annual disclosure of crime statistics can be made to any campus security authorities (the primary Campus Security Authorities (CSAs) are identified in the Reporting and Disclosure Procedures above). However, some of the CSAs are also Responsible Employees under Title IX, and they are obligated to share reported information involving sexual misconduct, domestic/dating violence and stalking, including information about the identity of the victim and accused, with the Title IX Coordinator. Reports to professional and pastoral counselors and campus advocates can be kept confidential. Professional and pastoral counselors and campus advocates are



encouraged to inform their clients, if and when they deem it appropriate, of the procedures to confidentially report crimes to primary CSAs, when they deem it appropriate.

Members of the community are helpful when they immediately report crimes or emergencies to Campus Safety for purposes of including them in the annual statistical disclosure and assessing them for issuing Timely Warning Notices when deemed necessary.

### **(HEOA) Notification to Victims of Crimes of Violence**

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

### **Response to a Report**

Campus Safety officers are available at 503-370-6911 in Salem and at 503-621-2061 in Portland, 24 hours a day, to answer calls for service. In response to a call, Campus Safety will take the required action, either dispatching an officer or asking the victim to report to Campus Safety to file an incident report. All reported crimes will be investigated by the University and may become a matter of public record. All Campus Safety incident reports are forwarded to the Office of Student Affairs for review and referral to the Office of Student Care and Conduct for potential action, as appropriate. Campus Safety will investigate a report when it is deemed appropriate. Additional information obtained via the investigation will also be forwarded to the Office of Student Affairs. If assistance is required from the local Police Department or the local Fire Department, Campus Safety will contact the appropriate unit. Victims will be offered a wide variety of services as appropriate for the incident.

### **Confidential and Anonymous Reporting of Sexual Assault and Sexual Harassment**

Anonymous reports of sexual assault and sexual harassment can be made online at the following website. You do not have to provide your identity if you choose to remain anonymous:

#### [Sexual Misconduct Report](#)

WU has confidential reporting options these are the four reporting options:

- 1) Professional Counselors and Health providers at Bishop Health Center
- 2) The Chaplain the Office of Spiritual and Religious Life
- 3) The Confidential Advocates in the Gender Resources and Advocacy Center
- 4) Sexual Assault Response Advocates (SARA) students - trained student advocates

See more details at: <https://willamette.edu/notalone/resources.html>

Campus Safety provides survivors a number of options for support and resource. Should a victim like to report a sexual assault or other crime to law enforcement, Campus Safety will assist them in doing so.

Confidential resources report the number of Clery reportable crimes that are reported to them to assure that these crimes are counted in the annual crime statistics.

**Pastoral Counselor** - An employee of an institution who is associated with a religious order or denomination, recognized by that religious order or denomination as someone who provides confidential counseling and who is functioning within the scope of that recognition as a *pastoral counselor*.

**Professional Counselor** - An employee of an institution whose official responsibilities include providing psychological counseling to members of the institution's community and who is functioning within the scope of his or her license or certification.

Campus "Pastoral Counselors" and "Professional Counselors," when acting as such, are not considered to be a campus security authority for Clery Act purposes and are not required to report crimes for inclusion in the annual disclosure of crime statistics. As a matter of policy, the professional counselors at Willamette University are encouraged, if and when they deem it appropriate, to inform persons being counseled of the procedures to report crimes on a voluntary, confidential basis to Campus Safety.

**Confidential Advocates** are specially trained and Certified by the State of Oregon's Sexual Assault Task Force (SATF) through the Attorney General's Office to provide support and confidentiality to victims of sexual violence. Individuals can seek support, learn about options and information about their rights and resources, including assistance contacting law enforcement, medical care or state services/programs off campus.

The Director of the Gender Resource & Advocacy Center is a confidential advocate, and they oversee the SARA (Sexual Assault Response Allies) volunteers. SARAs are students who also serve as confidential advocates.

## C. Campus Security Authorities (CSAs)

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

Any employee, including a student employee, who has significant responsibility for student and campus activities is considered a CSA. Persons identified and delegated as a CSA receive training related to their roles, responsibilities and classifications of Clery reportable crimes as well as the reporting process. Any CSA who learns of a Clery-defined crime must report the incident to Campus Safety.

At Willamette, CSAs include (but are not limited to) the staff employed at the following offices and these specific positions:

- Office of Campus Safety
- Office of Student Affairs
- Office of Residence Life and Housing (including Resident Assistants)
- Office of Student Student Engagement and Leadership
- Office of Intercultural Engagement and Inclusion
- Office of Civic Engagement
- Department of Athletics including all full-time and part-time coaches
- Office of Human Resources

## D. Crime Log

The Office of Campus Safety maintains daily crime and fire logs of all crimes and fires reported to the Department. The log is available for public inspection during normal business hours of 8 a.m. to 4 p.m. Monday through Friday in the Campus Safety office, located in the Service Center in the University Services Building, 750 Ferry Street SE, Salem, Oregon.

The logs identify the type, location, time, and disposition (if known) for each criminal incident and fire reported to Campus Safety. Dispositions of reported incidents are marked in the daily log. The dispositions generally fall into one of the following categories: cleared, under investigation, inactive, unfounded, and informational.

The most current 60 days of crime and fire information is readily available in the Campus Safety Office. Upon request, copies of any Daily Crime and Fire Log older than 60 days will be made available within two business days of receipt of a request. Requests must be directed to the Director of Campus Safety.

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

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

The Office of Campus Safety maintains a working relationship with the Salem Police Department and calls upon them for support when the need arises. Campus Safety communicates with Salem Police officers on the scene of incidents that occur in and around the campus area.

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

Written requests are sent to the Salem Police Department, Portland Police Bureau, Polk County Sheriff's Office and the Jefatura Superior de Andalucía Oriental in Granada, Spain, requesting crime statistics for areas surrounding Willamette University property in each of these four jurisdictions where Willamette operates a physical campus or classroom setting. Salem Police, the Polk County Sheriff's Office and Portland Police Bureau have provided crime statistics for the area surrounding each of these campuses. The Jefatura Superior de Andalucía Oriental in Granada, Spain responded to our request for crime statistics by sending a link to a website where crime data could be searched. The search area could be restricted to an area within the city. The entire city is the smallest geographical area for which statistics can be searched. The city of Granada, Spain, is approximately 88 square kilometers and has a population of approximately 227,000 people. The Willamette University program occupies a small portion of a single building in this city. Therefore, crime statistics are not accessible in a way that would be useful in the neighborhood surrounding the campus building.

## Section III: Relevant Policies and Procedures

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

### A. Timely Warnings

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

Timely warnings are typically issued on a case-by-case basis for Clery Act crimes or other serious incidents reported to Campus Safety, campus security authorities or local police agencies and that pose *serious or continuing* threats to students and employees on or within the Willamette University's Clery Geography (On Campus, Public Property and Non-Campus property). In deciding whether to issue a timely warning, the University considers all of the available facts surrounding the incident, such as the nature of the crime, the continuing danger to the campus community, and the possible risk of compromising law enforcement efforts. Incidents that may result in issuing a timely warning include the following Clery Act crimes:

- Murder/Non-Negligent Manslaughter
- Manslaughter by negligence
- Sexual Assault
- Robbery
- Aggravated assault
- Burglary
- Motor vehicle theft
- Arson.

The University will issue a timely warning when it determines there is **a serious or continuing threat** to students or employees within the WU Clery Geography. The determination will be made based on the information that Campus Safety or the Salem Police Department has available to it at the time. The Director of Campus Safety or his/her designee is responsible for writing and distributing timely warning reports. Campus Safety may be reached at 503-370-6911.

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

- A brief statement of the incident
- Possible connection to other incidents, if applicable
- Physical description of the suspect, if available

- Composite drawing of the suspect, if available
- Date and time of the incident
- Other relevant information

Timely warnings are not issued for disclosures of information to privileged professional counseling and pastoral staff.

Timely Warning Notices will be distributed as soon as pertinent information is available, in a manner that withholds the names of victims as confidential and with the goal of aiding in the prevention of similar occurrences.

## B. Emergency Response and Evacuation Procedures

The Emergency Planning Committee serves as the university's emergency response team. The team includes the Director of Campus Safety, the Vice President of Student Affairs, the Vice President of Human Resources and Risk Management, the Dean of Students for Community Care and inclusion in Salem and at PNCA, the Senior Vice President and Chief Operating Officer, the Director of Residence Life and Housing, Chief Information Officer, the Provost and Senior Vice President, and the Chief of Staff/ Vice President for Communications. Any member of the group can call for a gathering to respond to an emergency situation.

The Emergency Planning Committee uses the University's Emergency Management Plan as a guide to responding to a campus emergency. The Emergency Management Plan is an "all hazards" plan and focuses on how to restore necessary services to the community, regardless of what situation has caused the disruption in these services.

An *Emergency Procedure Guide* has been created and posted in all classrooms and conference rooms on campus. This Guide describes the appropriate courses of action for many emergency situations, including evacuation. The topics covered in the Guide are:

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

The full document in an unformatted form can be viewed at:

[https://docs.google.com/document/d/1s3DbmuVRLntNefjFRcpTVp2xRuD6veEqOR\\_K4bBIARc/edit?usp=sharing](https://docs.google.com/document/d/1s3DbmuVRLntNefjFRcpTVp2xRuD6veEqOR_K4bBIARc/edit?usp=sharing)

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

<http://willamette.edu/offices/safety/pdf/emergency-management-plan-for-all-hazards-aug2017rev.pdf>

Emergencies occurring on campus should be reported to the Office of Campus Safety at 503-370-6911.

### **Emergency Evacuation Procedures**

The emergency evacuation procedures are tested annually. Students and employees learn the locations of the emergency exits in the buildings and are provided guidance about the direction they should travel when exiting each facility for a short-term building evacuation. Campus Safety does designate in advance locations for long-term evacuations because those decisions are affected by time of day, location of the building being evacuated, the availability of the various designated emergency gathering locations on campus, and other factors such as the location and nature of the threat. In both cases, Campus Safety staff on the scene will communicate information to students regarding the developing situation or any evacuation status changes.

The purpose of evacuation drills is to prepare building occupants for an organized evacuation in case of a fire or other emergency. Evacuation drills are used as a way to educate and train occupants on fire safety issues specific to their building. During the drill, occupants 'practice' drill procedures and familiarize themselves with the location of exits and the sound of the fire alarm.

### **General Evacuation Procedures**

At the sound of a fire alarm or if you are instructed to evacuate, leave your work area immediately and proceed to the nearest exit, and leave the building. If you are the first to recognize a fire situation, activate the alarm, evacuate to a safe location using the nearest exit, and notify Campus Safety at 503-370-6911 in Salem and 503-621-2061 at PNCA, if appropriate, dial 911.

- 1) Remain Calm
- 2) Do NOT use Elevators. Use the Stairs.
- 3) Assist the physically impaired. If he/she is unable to exit without using an elevator, secure a safe location near a stairwell, and immediately inform Campus Safety or the responding Fire Dept. of the individual's location.
- 4) Proceed to a clear area at least 150 feet from the building. Keep all walkways clear for emergency vehicles.
- 5) Make sure all personnel are out of the building.
- 6) Do not re-enter the building.

## Shelter-in-Place Procedures –What it Means to “Shelter-in-Place”

If an incident occurs and the buildings or areas around you become unstable, or if the air outdoors becomes dangerous due to toxic or irritating substances, it is usually safer to stay indoors because leaving the area may expose you to that danger. Thus, to “shelter-in-place” means to make a shelter of the building that you are in, and with a few adjustments, this location can be made even safer and more comfortable until it is safe to go outside.

### Basic “Shelter-in-Place” Guidance

If an incident occurs and the building you are in is not damaged, stay inside in an interior room until you are told it is safe to come out. If your building is damaged, take your personal belongings (purse, wallet, access card, etc.) and follow the evacuation procedures for your building (close your door, proceed to the nearest exit, and use the stairs instead of the elevators). Once you have evacuated, seek shelter at the nearest University building quickly. If police or fire department personnel are on the scene, follow their directions.

### How You Will Know to “Shelter-in-Place”

A shelter-in-place notification may come from several sources, Campus Safety, Housing Staff members, other University employees, local police, or other authorities utilizing the University’s emergency communications tools.

### How to “Shelter-in-Place”

No matter where you are, the basic steps of shelter-in-place will generally remain the same. Should the need ever arise, follow these steps, unless instructed otherwise by local emergency personnel:

- 1) If you are inside, stay where you are. Collect any emergency shelter-in-place supplies and a telephone to be used in case of emergency. If you are outdoors, proceed into the closest building quickly or follow instructions from emergency personnel on the scene.
- 2) Locate a room to shelter inside. It should be:
  - A) An interior room;
  - B) Above ground level; and
  - C) Without windows or with the least number of windows. If there is a large group of people inside a particular building, several rooms may be necessary.
- 3) Shut and lock all windows (tighter seal) and close exterior doors.
- 4) Turn off air conditioners, heaters, and fans.
- 5) Close vents to ventilation systems as you are able. (University staff will turn off the ventilation as quickly as possible.)
- 6) Make a list of the people with you and ask someone (hall staff, faculty, or other staff) to call the list into Campus Safety, so they know where you are sheltering. If only students are present, one of the students should call in the list.
- 7) Turn on a radio or TV and listen for further instructions.
- 8) Make yourself comfortable.

## Emergency Notification

In the event of an emergency, Willamette University will initiate and provide, without delay, immediate notifications to the appropriate segment(s) of the University community upon the confirmation of a significant emergency or dangerous situation involving an immediate threat to the health or safety of students, employees and visitors. However, if issuing a notification will, in the judgment of the first responders (including, but not limited to: Campus Safety, local police, and/or the local fire department and emergency medical services), compromise the efforts to assist a victim or to contain, respond to, or otherwise mitigate the emergency then an emergency notification will not be sent out.

An emergency notification system is in place to notify community members via e-mail, cell phone, office phone and home phone of an emergency situation. This notification system is provided by Blackboard Connect, which manages and maintains software to provide these notifications.

If time permits, the Director of Campus Safety, or designee, will in conjunction with other University administrators, and as appropriate, local first responders, Public Health Officials and/or the National Weather Service, to confirm that there is an emergency or dangerous situation that poses an immediate threat to the health or safety of some or all members of the WU Community. They will collaborate to determine the content of the message and will use the Blackboard Connect system described above to communicate the threat to the entire WU Community. While some incidents would likely affect people who are currently on campus, emergency messages are sent to the entire campus community. At any particular time, it is not possible to determine who is on campus, so to err on the side of caution, emergency messages are sent to the entire group of current students and employees.

As a backup system, the software vendor provides an 800 number to call to verbally send messages if the internet is not accessible or is not a desirable method to send emergency messages. Authorized Campus Safety personnel are able to interface with this software and send emergency messages when necessary.

All students and employees are provided with a Blackboard Connect account and are requested to provide a phone number (preferably a cell phone number) where they can be reached in the event of an on-campus emergency situation. This is not an opt-in or opt-out system. Students and employees are issued an account that contains their Willamette University-issued e-mail address and at least one telephone number. Additional phone numbers are encouraged, but only one is required.

An e-mail is also sent along with the telephone notification. This system is tested at noon, on the first business day of each month, during the academic year.

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

If the university activates its emergency notification system in response to a situation that poses an immediate threat to members of the campus community, organizations adjacent to campus are notified as appropriate. These include Salem Hospital, Willamette Heritage Center, and the Oregon State Capitol.



## Emergency Preparedness and Response

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

Willamette University participates in the local emergency drills when possible, as well as campus drills and training. Regular, unannounced fire drills that stress safe evacuation, assembly and accountability are held in the residence halls. Should a drill be conducted while you are on campus, please respond with a serious attitude. Your contribution will help make the training exercise more realistic and meaningful and help your overall preparedness.

In conjunction with other emergency agencies, the University conducts emergency response drills and exercises each year, such as tabletop exercises, field exercises, and tests of the emergency notification systems on campus. These tests, which may be announced or unannounced, are designed to assess and evaluate the emergency plans and capabilities of the institution.

Each test is documented and includes a description of the exercise, the date and time of the exercise, and whether it was announced or unannounced.

The campus publicizes a summary of the emergency response and evacuation procedures via an all-campus email and the [Today@Willamette](mailto:Today@Willamette) electronic newsletter at least once each year in conjunction with a test (exercise and drill) that meets all the requirements of the Higher Education Opportunity Act.

## C. Jeanne Clery Disclosure of Campus Security Policy and Campus Crime Statistics Act, as Amended by the Violence Against Women Reauthorization Act of 2013

Willamette University continually strives to foster a safe environment in which students can pursue their educational goals free from the detrimental effects of discrimination, intimidation, and violence, including sexual misconduct. To this end, the University has established its Sexual Misconduct Policy and Protocols for all members of the University community and revises it as necessary to meet the requirements of Title IX and other applicable laws and regulations. Information and resources related to Sexual Misconduct and Title IX can be found at <https://willamette.edu/offices/studentaffairs/titleix/index.html>.

This policy and procedures can be viewed online at:

<https://willamette.edu/offices/studentaffairs/titleix/titleix-policy/index.html>

Title IX of the Education Amendments of 1972 (Title IX) prohibits discrimination based on sex (including sexual harassment and sexual violence) in educational programs that receive federal financial assistance.

*“No person in the United States shall, on the basis of sex, be excluded from participation in, be denied the benefits of, or be subjected to discrimination under any education program or activity receiving federal financial assistance.”*

The University is committed to fostering a fair and equitable environment for individuals to study, learn and work and a prompt and equitable process for investigation and resolution of complaints covered by Title IX. This Policy applies to students, faculty, staff who are (1) employed by, attending, or affiliated with the University; (2) participating in, or attempting to participate in, any University education program or activity in the United States; or (3) visiting the University's campus(es) or any property owned or leased by the University, or any building owned or controlled by an officially recognized student organization in the United States. This Policy also covers acts of Prohibited Conduct occurring in the United States and committed by third parties, including visitors, guests, vendors, and contractors who are affiliated with the University, or accessing, or attempting to access, a University program or activity; complaints against such third-parties may be handled in accordance with existing contracts and agreements, and third parties may not be eligible for the procedural protections provided within this Policy.

Areas of the institution where Title IX may have application include athletics, student recruitment and admissions, financial aid, scholarships, course offerings and access, employment, and residential housing services. Title IX also protects all students and employees from unlawful sexual harassment, including sexual violence such as sexual assault, dating and domestic violence and stalking, in educational programs and activities.

In addition, Oregon state laws prohibit discrimination on the basis of sex, gender, gender identity, gender expression, perceived gender, sexual orientation, pregnancy and parenting, and all forms of sexual harassment including sexual violence.

The procedures in the university Title IX policy are in accordance with the Department of Education's Title IX Regulations, published May 19, 2020. They apply only to complaints of sexual harassment, sexual assault, dating violence, domestic violence and stalking on the basis of sex as defined by this Policy.

The University will have the discretion to refer complaints of misconduct not covered by this Policy to any other appropriate office for handling or resolve other complaints of misconduct under any other applicable University policy or code. Complaints of misconduct determined to fall under the Non-Title IX Sexual or Gender-Based Misconduct policy will be resolved using the process outlined in [Section VI of the Student Code of Conduct](#). The Title IX Coordinator will facilitate the process outlined in Section VI of the Student Code of Conduct to resolve complaints of Non-Title IX Sexual or Gender-Based Misconduct.

### **Federal Clery Act Definitions of Domestic Violence, Dating Violence, Sexual Assault and Stalking**

The Clery Act defines the crimes of domestic violence, dating violence, sexual assault and stalking as follows:

#### **Domestic Violence:**

- 1) A Felony or misdemeanor crime of violence committed—
  - A) By a current or former spouse or intimate partner of the victim;
  - B) By a person with whom the victim shares a child in common;
  - C) By a person who is cohabitating with, or has cohabitated with, the victim as a spouse or intimate partner;
  - D) By 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; or

- E) 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.
- 2) For the purposes of complying with the requirements of this section and §668.41, any incident meeting this definition is considered a crime for the purposes of Clery Act reporting.

**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.

- 1) 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.
- 2) For the purposes of this definition—
  - A) Dating Violence includes, but is not limited to, sexual or physical abuse or the threat of such abuse.
  - B) Dating violence does not include acts covered under the definition of domestic violence.
- 3) For the purposes of complying with the requirements of this section and §668.41, any incident meeting this definition is considered a crime for the purposes of Clery Act reporting.

**Sexual Assault:** An offense that meets the definition of rape, fondling, incest, or statutory rape as used in the FBI's Uniform Crime Reporting (UCR) program. Per the National Incident-Based Reporting System User Manual from the FBI UCR Program, a sex offense is "any sexual act directed against another person, without the consent of the victim, including instances where the victim is incapable of giving consent."

- **Rape** is defined as the 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.
- **Fondling** is defined as the touching of the private parts of another person for the purposes of sexual gratification, without the consent of the victim, including instances where the victim is incapable of giving consent because of his/her age or because of his/her temporary or permanent mental incapacity.
- **Incest** is defined as sexual intercourse between persons who are related to each other within the degrees wherein marriage is prohibited by law.
- **Statutory Rape** is defined as sexual intercourse with a person who is under the statutory age of consent.

**Stalking:**

- 1) Engaging in a course of conduct directed at a specific person that would cause a reasonable person to—
  - A) Fear for the person's safety or the safety of others, or
  - B) Suffer substantial emotional distress.
- 2) For the purposes of this definition—
  - A) *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.

- B) *Reasonable person* means a reasonable person under similar circumstances and with similar identities to the victim.
  - C) *Substantial emotional distress* means significant mental suffering or anguish that may, but does not necessarily, require medical or other professional treatment or counseling.
- 3) For the purposes of complying with the requirements of this section and section 668.41, any incident meeting this definition is considered a crime for the purposes of Clery Act reporting.

### **Jurisdictional Definitions of Domestic Violence, Dating Violence, Sexual Assault and Stalking**

**Domestic Violence:** The State of Oregon defines domestic violence as follows:

#### **Domestic Violence as defined by [ORS 135.230](#)**

- 1) Domestic violence means abuse between family or household members.
- 2) Family or household members means any of the following:
  - A) Spouses.
  - B) Former spouses.
  - C) Adult persons related by blood or marriage.
  - D) Persons cohabiting with each other.
  - E) Persons who have cohabited with each other or who have been involved in a sexually intimate relationship.
  - F) Unmarried parents of a minor child.
- 3) Abuse means:
  - A) Attempting to cause or intentionally, knowingly, or recklessly causing physical injury;
  - B) Intentionally, knowingly, or recklessly placing another in fear of imminent serious physical injury; or
  - C) 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).

**Dating Violence:** The state of Oregon defines dating violence as follows. Under Oregon state law, there is no specific definition of dating violence. Oregon state law only defines teen dating violence and requires public school district boards to adopt policies addressing it ([ORS 339.366](#)). [ORS 147.450](#) defines teen dating violence as:

- 1) Teen dating violence means: [ORS 163.415](#)
  - A) 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
  - B) 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]

**Sexual Assault:** The state of Oregon defines sexual assault as follows:

**Sexual Assault as defined by [ORS 163.305](#)**

- 1) Sexual assault means any unwanted sexual contact as defined in ORS 163.305 – ORS 147.450.
- 2) 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.
- 3) Forcible compulsion means to compel by:
  - A) Physical force; or
  - B) 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.
- 4) Mentally defective\* means that a person suffers from a mental disease or defect that renders the person incapable of appraising the nature of the conduct of the person.
- 5) 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.
- 6) Physically helpless\* means that a person is unconscious or for any other reason is physically unable to communicate unwillingness to an act.
- 7) 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.
- 8) 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]

\* These definitions are copied as written from government supplied documents and do not reflect Willamette University's commitment to inclusive language. We do not condone this language and use it only to reflect state laws.

**Stalking:** The state of Oregon defines stalking as follows:

**Stalking as defined by [ORS 163.732](#)**

- 1) A person commits the crime of stalking if:
  - A) 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;
  - B) It is objectively reasonable for a person in the victim's situation to have been alarmed or coerced by the contact; and
  - C) 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.
- 2) Stalking is a Class A misdemeanor.
  - A) Notwithstanding paragraph (a) of this subsection, stalking is a Class C felony if the person has a prior conviction for: i. Stalking; or ii. Violating a court's stalking protective order.

- B) 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](#)).

**Consent:** is not defined in Oregon State Criminal Code.

**Incapacity to consent as defined by [ORS 163.315](#).**

- A person is considered incapable of consenting to a sexual act if the person is:
- Under 18 years of age;
- Mentally defective;
- Mentally incapacitated, or o Physically helpless.
- A lack of verbal or physical resistance does not, by itself, constitute consent but may be considered by the trier of fact along with all other relevant evidence. [1971 c.743 §105; 1999 c.949 §2; 2001 c.104 §52]

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

Willamette University prohibits domestic violence, dating violence, sexual assault, and stalking as those terms are defined for purposes of the Clery Act. The university is committed to maintaining a campus environment that emphasizes the dignity and respect of all people. Willamette University is committed to the principle that its educational facilities, activities and employment opportunities shall be offered without regard to race, color, religion, sex, national origin, marital status, veteran status, actual or perceived sexual orientation, gender identity, gender expression, or status with regard to pregnancy, disability or age. Willamette University does not discriminate on the basis of gender in its educational programs and sexual harassment and sexual violence are types of sex and gender discrimination. These acts can be sexually based or not, and include dating violence, domestic violence, and stalking.

Willamette University provides primary prevention programs addressing dating violence, domestic violence, sexual assault, and stalking. For first-year undergraduate students, new transfer students, and graduate students, Willamette University requires a primary prevention and awareness program that is delivered to all first-year students. This online Sexual Assault Prevention training is provided by Vector Solutions.

Title IX and Clery Act training that engages students in fostering healthy relationships and preparing them to recognize and respond to sexual assault and harassment when it occurs. The course is designed to help students identify these topics in their personal lives and be a positive influence in addressing them.

This course discusses the finer points of consent, provides an overview of sexual violence, and empowers students to take action to prevent further harm. Using presenter-led content, personal accounts of interpersonal violence, interactive elements, and scenarios that demonstrate key concepts, this course illustrates how sexual violence prevention goes beyond victims and perpetrators: It affects everyone and requires all of us to take action.

Students will learn to strengthen their understanding of sexual assault, trauma, and be provided with resources so they can be a positive influence in your community.

Willamette University requires all employees to be trained on issues related to sexual violence and harassment prevention.

The university offers ongoing awareness and prevention programs for students and employees that focus on increasing the understanding of topics relevant to and skills for addressing dating violence, domestic violence, sexual assault, and stalking. All sexual violence prevention programming at Willamette University seeks to align with one or several themes listed below (see WU CARES). Comprehensive prevention programming addresses both root causes of sexual and interpersonal violence in addition to teaching healthy behaviors and skills. Various strategies are employed in our prevention programming that considers environmental risk and protective factors on the individual, relationship, institutional, community, and societal levels, which are also culturally relevant, informed by research, and responsive to community needs.

**WU C.A.R.E.S.** seeks to empower students and employees to foster a community where safety and respect are prioritized and those who commit acts of sexual and interpersonal violence are held accountable.

### **We believe...**

- **C - Consent** education is a necessary component of cultivating a healthy community that values respect, dignity, and nonviolence. Many of us use consent behaviors in everyday life. Enhancing those skills is necessary to building a community where everyone feels empowered to make the best decisions for themselves, especially in romantic and sexually intimate relationships.
- **A - Anti-Oppression and Awareness** are vital to violence prevention efforts because we understand that sexual and interpersonal violence are consequences of oppression and that these tactics have been used historically, and presently, as a tool to maintain power and control of vulnerable groups in our communities. Awareness building that incorporates this lens is important, as is informing people of the dynamics of sexual and interpersonal violence in an effort to dismantle cultural myths and harmful stereotypes.
- **R - Relationships** of all kinds that include healthy behaviors relying on trust, communication, respect, and equality are valid and important to cultivate in our community.
- **E - Enlisting** self and others in our community is an essential component to preventing or disrupting violence as it occurs. We all have a responsibility to do something to end violence on our campus.
- **S - Sexual Health** information, education, and care that is accurate and accessible should promote the idea that sex (or no sex!) is a normal, valued, and pleasurable aspect of any student's mental, physical, and emotional well-being.

For more information about violence prevention education, visit the [Gender Resource & Advocacy Center](#) or email [grac-info@willamette.edu](mailto:grac-info@willamette.edu).

## Primary and Ongoing Prevention and Awareness Programs for New Students

The following chart displays a summary of programs that are available throughout the year encompassing WU CARES initiatives:

### 2022 Programs for NEW Students

Name of Program	Description	Date Held	Location Held	Which Prohibited Behavior* Covered?
Sexual Misconduct Prevention for Undergraduates Part 1	Sexual Misconduct Prevention	Summer prior to arrival	Online	DoV, DaV, SA, S
Sexual Misconduct Prevention for Undergraduates Part 2	Sexual Misconduct Prevention	Summer prior to arrival	Online	DoV, DaV, SA, S
Sexual Misconduct Prevention for Graduate Students Part 1	Sexual Misconduct Prevention	Summer prior to arrival	Online	DoV, DaV, SA, S
Sexual Misconduct Prevention for Graduate Students Part 2	Sexual Misconduct Prevention	Summer prior to arrival	Online	DoV, DaV, SA, S
AlcoholEdu for Collage Part 1	Drug and alcohol abuse prevention	Summer prior to arrival	Online	Drugs and Alcohol
AlcoholEdu for Collage Part 2	Drug and alcohol abuse prevention	Summer prior to arrival	Online	Drugs and Alcohol

Educational programming consists of primary prevention and awareness programs for all incoming students and new employees and ongoing awareness and prevention campaigns for students and that:

- 1) Information regarding:
  - A) procedures victims should follow if a crime of domestic violence, dating violence, sexual assault and stalking occurs (as described in “Procedures Victims Should Follow if a Crime of Domestic Violence, Dating Violence, Sexual Assault and Stalking Occurs” elsewhere in this document)
  - B) how the institution will protect the confidentiality of victims and other necessary parties (as described in “Assistance for Victims: Rights and Options” elsewhere in this document);
  - C) existing counseling, health, mental health, victim advocacy, legal assistance, visa and immigration assistance, student financial aid, and other services available for victims, both within the institution and in the community (as described in “Assistance for Victims: Rights and Options” elsewhere in this document); and
  - D) options for, available assistance in, and how to request changes to academic, living, transportation, and working situations or protective measures (as described in “Assistance for Victims: Rights and Options” elsewhere in this document); procedures for institutional disciplinary action in cases of alleged dating violence, domestic violence, sexual assault, or stalking (as described in “Adjudication of Violations” elsewhere in this document);



**2022 Programs for NEW Employees**

Name of Program	Description	Date Held	Location Held	Which Prohibited Behavior* Covered?
Sexual Misconduct and Reporting Responsibilities	This is a training program for <i>new employees</i> . The training addresses a brief scope of sexual misconduct dynamics, how to receive disclosures in trauma-informed ways, institutional sexual misconduct policy, mandatory reporting responsibilities, and non-confidential and confidential resource and reporting options for students who experience sexual misconduct.	Upon hiring	Online	DoV, DaV, SA, S

\*DoV means Domestic Violence, DaV means Dating Violence, SA means Sexual Assault and S means Stalking

**Procedures Victims Should Follow if a Crime of Domestic Violence, Dating Violence, Sexual Assault and Stalking Occurs**

After an incident of sexual assault, dating violence or domestic violence, the victim should consider seeking medical attention as soon as possible at Salem Hospital where SANE (Sexual Assault Nurse Examiner) nursing staff are available. In Oregon, evidence may be collected even if you chose not to make a report to law enforcement. A victim of sexual assault is not required to participate in the criminal justice system or cooperate with law enforcement in order to be provided with a forensic medical exam and reimbursement for charges incurred for the exam.

It is important that a victim of sexual assault not bathe, douche, smoke, change clothing or clean the bed/linen/area where they were assaulted if the offense occurred within the past 96 hours so that evidence may be preserved that 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 infections. Victims 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 the University adjudicators/investigators and/or police.

As time passes, evidence may dissipate or become lost or unavailable, thereby making investigation, possible prosecution, disciplinary proceedings, or obtaining protection from abuse orders related to the incident more

difficult. If a victim chooses not to make a complaint regarding an incident, he or she nevertheless should consider speaking with Campus Safety or other law enforcement to preserve evidence in the event that the victim decides to report the incident to law enforcement or the University at a later date to assist in proving that the alleged criminal offense occurred or that may be helpful in obtaining a protection order.

**Procedures the University will Follow When a Crime of Domestic Violence, Dating Violence, Sexual Assault and Stalking is Reported can be found at:**

<https://willamette.edu/offices/studentaffairs/titleix/titleix-policy/index.html>

A full copy of the University's *Sexual Misconduct Policy and Procedures for Students* can be found at:

<https://willamette.edu/offices/studentaffairs/titleix/index.html>

The University's *Discriminatory Misconduct Policy and Protocol for Employees* (1.08) can be found at:

<https://willamette.edu/offices/hr/policies/policy-harassment/index.html>

## D. Alcohol and Other Drug Policies

See [Appendix A1: Alcohol and Drug Abuse](#)

## E. Missing Residential Student Notification Policy

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

Suspected missing students should be reported immediately to the Office of Campus Safety. If members of the WU community believe that a student has been missing for 24 hours, it is critical that they report that information to Campus Safety by calling 503-370-6911.

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

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

All students who live on campus are advised annually that they have access to a website where they can provide the university with a confidential contact person. Only authorized Campus Safety officials and law enforcement

officers, in the furtherance of a missing person investigation, may use this information. When students are informed of their option to provide a confidential contact, they are advised that their contact information will be registered confidentially, and that this information will be accessible only to authorized campus officials and law enforcement and that it may not be disclosed outside of a missing person investigation.

Students are able to access a webpage to add this information through the university's web portal. Their confidential contact person by accessing this webpage:

<https://collslfsrv.willamette.edu/Student/Account/Login?ReturnUrl=%2fStudent%2fUserProfile%2fEmergencyInformation%3fhideProxyDialog%3dfalse&hideProxyDialog=false>

Once the university has been informed that a residential student has been missing for over 24 hours, the university will attempt to contact the student and verify their whereabouts. If the university is not successful in reaching the student, the Office of Campus Safety will contact the Salem Police Department. This communication will include the status of the investigation, including all prior attempts to contact the student.

If a student is under 18 and not emancipated, the institution will notify a custodial parent or guardian within 24 hours of the determination that the student is missing, in addition to notifying any additional contact person designated by the student. This policy is available at: <http://willamette.edu/offices/housing/handbook/missing-res-student/index.html>

## F. Firearms and Other Weapons Policy

Willamette University has a zero-tolerance policy regarding firearms, weapons, and simulated weapons on campus. Firearms and other types of weapons, including simulated weapons, are not allowed on Willamette University property, in University vehicles, or at University-sponsored events off-campus. Possession, use, or threatened use of firearms, ammunition, explosives, or other objects used as weapons is prohibited. Standard pocket knives are not considered weapons.

- 1) Persons who possess a concealed weapons permit are NOT exempt from this policy.
- 2) Weapons for the purpose of sport, hunting, games, or any benign reason may be stored at the Office of Campus Safety by pre-arrangement.
- 3) Anyone who observes or has knowledge of someone violating this policy should immediately report the incident to Campus Safety.
- 4) Campus Safety officers have the right to confiscate weapons from persons in violation of this policy. These weapons will be secured in the Campus Safety office while an investigation is conducted.
- 5) Failure to adhere to the University's firearms/weapons policy or failure to cooperate in an investigation is grounds for disciplinary action, up to and including termination or dismissal.
- 6) This policy prohibits the possession, use or threatened use of firearms, ammunition, explosives, or other objects as weapons. Persons who possess a concealed weapons permit are NOT allowed to carry weapons on the Willamette University campus, or on any space or property under our control. Possessing a weapon for the purpose of sport, hunting, personal protection, or any benign reason will not exempt a person from this policy. Government Law enforcement officials who are on duty are the only exception to this policy.

Anyone who observes or has knowledge of someone on the Willamette University campus violating this policy should immediately report the incident to the Campus Safety office by dialing 503-370-6911.

## G. Security of and Access to Campus Facilities Policy

Willamette, while a private university, is open and accessible during normal business hours and invites and frequently hosts guests. Persons with legitimate business are welcome. However, campus access may be denied, and the trespass laws invoked for persons without legitimate reasons, or who are disruptive to the community. After normal business hours and during breaks, these facilities are locked and only accessible to authorized individuals. Campus Safety officers conduct routine security and safety patrols of the academic and administrative buildings to monitor conditions and report any unusual circumstances.

Students, faculty and staff are required to carry university identification with them when on campus. Identification checks are required for admission to athletic fitness facilities as well as to most campus events. Academic and business buildings are generally open during regular business hours. Students must obtain permission to use many departmental facilities after hours, although many of these buildings incorporate extended service hours.

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

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

## H. Registered Sex Offender Information/Access Related Information

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

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

## I. Safety Escort Program

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

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

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

## J. Campus Security and Crime Prevention Awareness Programs

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

## K. Student Housing Safety Information

Willamette houses approximately 1,700 students in 15 residence communities. Three professional staff directors (area coordinators) supervise 34 resident assistants (RAs) assigned to residence halls, with one professional Housing and Community Life staff member on duty 24 hours a day for Residence Halls. Resident assistants are on duty from 5:00 P.M. to 7:00 A.M. each day. Sorority house corporations employ a House Director to relay safety and security concerns to Campus Safety or to Residence Life and Housing. All entrances to residences are locked 24 hours a day. To gain access, visitors must notify their hosts of their arrival and ask to be met at the door. Safety and security are included in community mentor staff, and house director staff training protocol each year.

During the winter break, all residence halls rooms are secured and closed. Many rooms are inspected for any fire code violations during the winter holiday break. Additional information regarding student housing and safety regulations can be found at: [http://willamette.edu/offices/housing/handbook/handbook\\_2020-20\\_updated.pdf](http://willamette.edu/offices/housing/handbook/handbook_2020-20_updated.pdf)

## L. Facilities Management - Security Considerations Used in the Maintenance of Campus Facilities

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

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

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

We encourage community members to promptly report any safety or security concerns, including concerns about locking mechanisms, lighting, or landscaping to Facilities Management at 503-370-6003, or after working hours to Campus Safety at 503-370-6911.

## Section IV: Disclosure and Preparation of the Annual Disclosure of Crime Statistics

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

The procedures for preparing the annual disclosure of crime statistics include reporting statistics to the University community obtained from the following sources: the Campus Safety, the local police department, and Campus Security Authorities. For statistical purposes, crime statistics reported to any of these sources are recorded in the calendar year the crime was reported. Written requests for crime statistics have been sent to the Salem Police Department, Portland Police Bureau, Polk County Sheriff's Office and the Jefatura Superior de Andalucía Oriental in Granada, Spain, requesting crime statistics for public property within and adjacent to Willamette University property in each of these four jurisdictions.

All of the statistics are gathered, compiled, and reported to the University community via this report, which is published by Campus Safety. Campus Safety submits the annual crime statistics published in this brochure to the Department of Education. The statistical information gathered by the Department of Education is available to the public through their website.

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

### *Definitions of Clery Reportable Crimes*

- **Murder/Manslaughter** – defined as the willful killing of one human being by another.
- **Manslaughter by negligence** – defined as the killing of another person through gross negligence.
- **Sexual Assault** An offense that meets the definition of rape, fondling, incest, or statutory rape as used in the FBI's Uniform Crime Reporting (UCR) program. Per the National Incident-Based Reporting System User Manual from the FBI UCR Program, a sex offense is "any sexual act directed against another person, without the consent of the victim, including instances where the victim is incapable of giving consent."
  - **Rape** is defined as the 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.
  - **Fondling** is defined as the touching of the private parts of another person for the purposes of sexual gratification, without the consent of the victim, including instances where the victim is incapable of giving consent because of his/her age or because of his/her temporary or permanent mental incapacity.
  - **Incest** is defined as sexual intercourse between persons who are related to each other within the degrees wherein marriage is prohibited by law.
  - **Statutory Rape** is defined as sexual intercourse with a person who is under the statutory age of consent.

### Domestic Violence:

- 1) A Felony or misdemeanor crime of violence committed—
  - A) By a current or former spouse or intimate partner of the victim;
  - B) By a person with whom the victim shares a child in common;
  - C) By a person who is cohabitating with, or has cohabitated with, the victim as a spouse or intimate partner;
  - D) By 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; or
  - E) 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.
- 2) For the purposes of complying with the requirements of this section and §668.41, any incident meeting this definition is considered a crime for the purposes of Clery Act reporting.

### 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.

- 1) 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.
- 2) For the purposes of this definition—
  - A) Dating Violence includes, but is not limited to, sexual or physical abuse or the threat of such abuse.
  - B) Dating violence does not include acts covered under the definition of domestic violence.
- 3) For the purposes of complying with the requirements of this section and §668.41, any incident meeting this definition is considered a crime for the purposes of Clery Act reporting.

### Stalking:

- 1) Engaging in a course of conduct directed at a specific person that would cause a reasonable person to—
  - A) Fear for the person's safety or the safety of others; or
  - B) Suffer substantial emotional distress.
- 2) For the purposes of this definition—
  - A) *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.
  - B) *Reasonable person* means a reasonable person under similar circumstances and with similar identities to the victim.



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

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

**Robbery** – defined as taking or attempting to take anything of value from a person by force or threat of force or violence and/or by putting the victim in fear.

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

**Burglary** – defined as the unlawful entry of a structure to commit a felony or a theft.

**Motor Vehicle Theft** – defined as the theft or attempted theft of a motor vehicle.

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

**Larceny-Theft** (Except Motor Vehicle Theft)

The unlawful taking, carrying, leading, or riding away of property from the possession or constructive possession of another. Attempted larcenies are included. Embezzlement, confidence games, forgery, worthless checks, etc., are excluded.

**Simple Assault**

An unlawful physical attack by one person upon another where neither the offender displays a weapon, nor the victim suffers obvious severe or aggravated bodily injury involving apparent broken bones, loss of teeth, possible internal injury, severe laceration, or loss of consciousness.

**Destruction/Damage/Vandalism of Property/Criminal Mischief**

To willfully or maliciously destroy, damage, deface or otherwise injure real or personal property without the consent of the owner or the person having custody or control of it.

**Weapons: Carrying, Possessing, Etc.**

The violation of laws or ordinances prohibiting the manufacture, sale, purchase, transportation, possession, concealment, or use of firearms, cutting instruments, explosives, incendiary devices, or other deadly weapons.

**Drug Abuse Violations**

The violation of 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 laws, specifically those relating to the unlawful possession, sale, use, growing, manufacturing, and making of narcotic drugs.

## Liquor Law 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.

**Hate Crimes** – includes all of the crimes listed above that manifest evidence that the victim was chosen based on one of the categories of bias listed below, *plus* the following crimes:

- Intimidation—to unlawfully place another person in reasonable fear of bodily harm through the use of threatening words and/or other conduct but without displaying a weapon or subjecting the victim to actual physical attack.
- Larceny-Theft (Except Motor Vehicle Theft)
- The unlawful taking, carrying, leading, or riding away of property from the possession or constructive possession of another. Attempted larcenies are included. Embezzlement, confidence games, forgery, worthless checks, etc., are excluded.
- Simple Assault
- An unlawful physical attack by one person upon another where neither the offender displays a weapon, nor the victim suffers obvious severe or aggravated bodily injury involving apparent broken bones, loss of teeth, possible internal injury, severe laceration, or loss of consciousness.
- Destruction/Damage/Vandalism of Property
- To willfully or maliciously destroy, damage, deface or otherwise injure real or personal property without the consent of the owner or the person having custody or control of it.

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

These categories are:

- Race – A preformed negative attitude toward a group of persons who possess common physical characteristics genetically transmitted by descent and heredity which distinguish them as a distinct division of humankind.
- Gender – A preformed negative opinion or attitude toward a group of persons because those persons are male or female.
- Gender Identity- A preformed negative opinion or attitude toward a group of persons about their sense of being a man or a woman, consisting primarily of the acceptance of membership into a category of people: male or female.
- Religion – A preformed negative opinion or attitude toward a group of persons who share the same religious beliefs regarding the origin and purpose of the universe and the existence or nonexistence of a supreme being.
- Sexual Orientation – A preformed negative opinion or attitude toward a group of persons based on their sexual attraction toward, and responsiveness to, members of their own sex or members of the opposite sex.
- Ethnicity- A preformed negative opinion or attitude toward a group of persons of the same race or ancestry who share common or similar traits, languages, customs and traditions.
- National origin – A preformed negative opinion or attitude toward a group of persons based on their national origin.

- Disability – A preformed negative opinion or attitude toward a group of persons based on their physical or mental impairments/ challenges, whether such disability is temporary or permanent, congenital or acquired by heredity, accident, injury, advanced age or illness.

### **Unfounded crimes**

Willamette University does not operate a certified police agency and therefore does not designate crimes in a manner where they are classified and investigated. Since this designation process does not exist, no crimes would need to be determined to be “unfounded.” Classification of incidents that occur on campus are determined by the definitions of criminal activity that are listed in *The Handbook for Campus Safety and Security Reporting, 2016 Edition*.

## Crime Statistics for each of the three Willamette University campuses for the 2022 Calendar Year

### Willamette University Crime Statistics

#### Salem, Oregon Campus

CRIMINAL OFFENSES	Year	On Campus	On-Campus Student Housing	Non-Campus	Public Property	Unfounded Crimes
Murder/Non-negligent Manslaughter	2021	0	0	0	0	0
	2022	0	0	0	0	0
	2023	0	0	0	0	0
Negligent Manslaughter	2021	0	0	0	0	0
	2022	0	0	0	0	0
	2023	0	0	0	0	0
Rape	2021	3	3	0	0	0
	2022	2	2	0	0	0
	2023	6	6	0	0	0
Fondling	2021	4	3	0	0	0
	2022	1	1	0	0	0
	2023	10	8	1	0	0
Incest	2021	0	0	0	0	0
	2022	0	0	0	0	0
	2023	0	0	0	0	0
Statutory Rape	2021	0	0	0	0	0
	2022	0	0	0	0	0
	2023	0	0	0	0	0
Robbery	2021	0	0	0	2	0
	2022	0	0	0	0	0
	2023	0	0	0	0	0
Aggravated Assault	2021	0	0	0	1	0
	2022	0	0	0	0	0
	2023	0	0	0	0	0
Burglary	2021	12	2	0	0	0
	2022	9	3	0	0	0
	2023	9	5	0	0	0
Motor Vehicle Theft	2021	5	0	0	3	0
	2022	5	0	0	0	0
	2023	4	0	0	0	0
Arson	2021	0	0	0	1	0
	2022	0	0	0	0	0
	2023	1	0	0	0	0

HATE CRIME OFFENSES	Year	On Campus	On-Campus Student Housing	Non-Campus	Public Property	Unfounded Crimes
a. Murder/Non-negligent manslaughter	2021	0	0	0	0	0
	2022	0	0	0	0	0
	2023	0	0	0	0	0
b. Negligent manslaughter	2021	0	0	0	0	0
	2022	0	0	0	0	0
	2023	0	0	0	0	0
c. Sex offenses – Forcible (Rape and Fondling)	2021	0	0	0	0	0
	2022	0	0	0	0	0
	2023	0	0	0	0	0
d. Sex offenses – Non-forcible (include only incest and statutory rape)	2021	0	0	0	0	0
	2022	0	0	0	0	0
	2023	0	0	0	0	0
e. Robbery	2021	0	0	0	0	0
	2022	0	0	0	0	0
	2023	0	0	0	0	0
f. Aggravated assault	2021	0	0	0	0	0
	2022	0	0	0	0	0
	2023	0	0	0	0	0
g. Burglary	2021	0	0	0	0	0
	2022	0	0	0	0	0
	2023	0	0	0	0	0
h. Motor vehicle theft	2021	0	0	0	0	0
	2022	0	0	0	0	0
	2023	0	0	0	0	0
i. Arson	2021	0	0	0	0	0
	2022	0	0	0	0	0
	2023	0	0	0	0	0
j. Simple assault	2021	0	0	0	0	0
	2022	0	0	0	0	0
	2023	2	2	0	0	0
k. Larceny-theft	2021	0	0	0	0	0
	2022	0	0	0	0	0
	2023	0	0	0	0	0
l. Intimidation	2021	0	0	0	0	0
	2022	0	0	0	0	0
	2023	0	0	0	0	0
m. Destruction/damage/vandalism of property	2021	0	0	0	0	0
	2022	1	1	1	0	0
	2023	4	3	0	0	0

VAWA OFFENSES	Year	On Campus	On-Campus Student Housing	Non-Campus	Public Property	Unfounded Crimes
Domestic Violence	2021	0	0	0	0	0
	2022	0	0	0	0	0
	2023	0	0	0	0	0
Dating Violence	2021	0	0	0	0	0
	2022	1	1	0	0	0
	2023	1	1	0	0	0
Stalking	2021	0	0	0	0	0
	2022	7	6	0	0	0
	2023	1	1	0	0	0

ARRESTS AND REFERRALS FOR DISCIPLINARY ACTION	Year	On Campus	On-Campus Student Housing	Non-Campus	Public Property	Unfounded Crimes
Weapon Law Arrests	2021	0	0	0	0	0
	2022	0	0	0	0	0
	2023	0	0	0	0	0
Drug Law Arrests	2021	0	0	0	0	0
	2022	0	0	0	0	0
	2023	0	0	0	0	0
Liquor Law Arrests	2021	0	0	0	0	0
	2022	0	0	0	0	0
	2023	0	0	0	0	0
Weapon Law Referrals for Disciplinary Action	2021	0	0	0	0	0
	2022	0	0	0	0	0
	2023	0	0	0	0	0
Drug Law Referrals for Disciplinary Action	2021	20	20	0	0	0
	2022	15	15	0	0	0
	2023	25	17	1	0	0
Liquor Law Referrals for Disciplinary Action	2021	41	41	0	0	0
	2022	40	40	0	0	0
	2023	21	21	1	0	0

**Willamette University Crime Statistics**

**Portland, Oregon**

**Pacific Northwest College of Art**

<b>CRIMINAL OFFENSES</b>	<b>Year</b>	<b>On Campus</b>	<b>On-Campus Student Housing</b>	<b>Non-Campus</b>	<b>Public Property</b>	<b>Unfounded Crimes</b>
Murder/Non-negligent Manslaughter	2021	0	0	0	0	0
	2022	0	0	0	0	0
	2023	0	0	0	0	0
Negligent Manslaughter	2021	0	0	0	0	0
	2022	0	0	0	0	0
	2023	0	0	0	0	0
Rape	2021	0	0	0	0	0
	2022	0	0	0	0	0
	2023	0	0	0	0	0
Fondling	2021	0	0	0	2	0
	2022	0	0	0	0	0
	2023	6	0	0	0	0
Incest	2021	0	0	0	0	0
	2022	0	0	0	0	0
	2023	0	0	0	0	0
Statutory Rape	2021	0	0	0	0	0
	2022	0	0	0	0	0
	2023	0	0	0	0	0
Robbery	2021	0	0	0	0	0
	2022	0	0	0	2	0
	2023	0	0	0	0	0
Aggravated Assault	2021	0	0	0	2	0
	2022	1	1	0	5	0
	2023	3	1	3	0	0
Burglary	2021	2	0	0	0	0
	2022	1	0	0	0	0
	2023	2	1	0	0	0
Motor Vehicle Theft	2021	0	0	0	0	0
	2022	1	0	0	5	0
	2023	1	0	0	0	0
Arson	2021	0	0	0	2	0
	2022	0	0	0	1	0
	2023	2	0	0	0	0

HATE CRIME OFFENSES	Year	On Campus	On-Campus Student Housing	Non-Campus	Public Property	Unfounded Crimes
a. Murder/Non-negligent manslaughter	2021	0	0	0	0	0
	2022	0	0	0	0	0
	2023	0	0	0	0	0
b. Negligent manslaughter	2021	0	0	0	0	0
	2022	0	0	0	0	0
	2023	0	0	0	0	0
c. Sex offenses – Forcible (Rape and Fondling)	2021	0	0	0	0	0
	2022	0	0	0	0	0
	2023	0	0	0	0	0
d. Sex offenses – Non-forcible (include only incest and statutory rape)	2021	0	0	0	0	0
	2022	0	0	0	0	0
	2023	0	0	0	0	0
e. Robbery	2021	0	0	0	0	0
	2022	0	0	0	0	0
	2023	0	0	0	0	0
f. Aggravated assault	2021	0	0	0	0	0
	2022	0	0	0	0	0
	2023	0	0	0	0	0
g. Burglary	2021	0	0	0	0	0
	2022	0	0	0	0	0
	2023	0	0	0	0	0
h. Motor vehicle theft	2021	0	0	0	0	0
	2022	0	0	0	0	0
	2023	0	0	0	0	0
i. Arson	2021	0	0	0	0	0
	2022	0	0	0	0	0
	2023	0	0	0	0	0
j. Simple assault	2021	0	0	0	0	0
	2022	0	0	0	0	0
	2023	0	0	0	0	0
k. Larceny-theft	2021	0	0	0	0	0
	2022	0	0	0	0	0
	2023	0	0	0	0	0
l. Intimidation	2021	0	0	0	0	0
	2022	0	0	0	0	0
	2023	0	0	0	0	0
m. Destruction/damage/vandalism of property	2021	0	0	0	0	0
	2022	0	0	1	0	0
	2023	0	0	0	0	0



VAWA OFFENSES	Year	On Campus	On-Campus Student Housing	Non-Campus	Public Property	Unfounded Crimes
Domestic Violence	2021	0	0	0	0	0
	2022	1	1	0	1	0
	2023	1	1	0	0	0
Dating Violence	2021	0	0	0	0	0
	2022	1	1	0	0	0
	2023	1	1	0	0	0
Stalking	2021	1	1	0	0	0
	2022	0	0	0	0	0
	2023	1	0	0	0	0

ARRESTS AND REFERRALS FOR DISCIPLINARY ACTION	Year	On Campus	On-Campus Student Housing	Non-Campus	Public Property	Unfounded Crimes
Weapon Law Arrests	2021	0	0	0	0	0
	2022	0	0	0	0	0
	2023	0	0	0	0	0
Drug Law Arrests	2021	0	0	0	0	0
	2022	0	0	0	4	0
	2023	0	0	0	0	0
Liquor Law Arrests	2021	0	0	0	0	0
	2022	0	0	0	0	0
	2023	0	0	0	0	0
Weapon Law Referrals for Disciplinary Action	2021	0	0	0	0	0
	2022	0	0	0	0	0
	2023	0	0	0	0	0
Drug Law Referrals for Disciplinary Action	2021	0	0	0	0	0
	2022	0	0	0	0	0
	2023	0	0	0	0	0
Liquor Law Referrals for Disciplinary Action	2021	0	0	0	0	0
	2022	0	0	0	0	0
	2023	1	1	0	0	0

**Willamette University Crime Statistics**

**Portland, Oregon**

**Atkinson MBA for Professionals Campus**

**200 SW Market Street**

<b>CRIMINAL OFFENSES</b>	<b>Year</b>	<b>On Campus</b>	<b>On-Campus Student Housing</b>	<b>Non-Campus</b>	<b>Public Property</b>	<b>Unfounded Crimes</b>
Murder/Non-negligent Manslaughter	2021	0	0	0	0	0
	2022	0	0	0	0	0
	2023	0	0	0	0	0
Negligent Manslaughter	2021	0	0	0	0	0
	2022	0	0	0	0	0
	2023	0	0	0	0	0
Rape	2021	0	0	0	0	0
	2022	0	0	0	0	0
	2023	0	0	0	0	0
Fondling	2021	0	0	0	0	0
	2022	0	0	0	0	0
	2023	0	0	0	0	0
Incest	2021	0	0	0	0	0
	2022	0	0	0	0	0
	2023	0	0	0	0	0
Statutory Rape	2021	0	0	0	0	0
	2022	0	0	0	0	0
	2023	0	0	0	0	0
Robbery	2021	0	0	0	0	0
	2022	0	0	0	0	0
	2023	0	0	0	0	0
Aggravated Assault	2021	0	0	0	0	0
	2022	0	0	0	0	0
	2023	0	0	0	0	0
Burglary	2021	0	0	0	0	0
	2022	0	0	0	0	0
	2023	0	0	0	0	0
Motor Vehicle Theft	2021	0	0	0	0	0
	2022	0	0	0	0	0
	2023	0	0	0	0	0
Arson	2021	0	0	0	0	0
	2022	0	0	0	0	0
	2023	0	0	0	0	0

HATE CRIME OFFENSES	Year	On Campus	On-Campus Student Housing	Non-Campus	Public Property	Unfounded Crimes
a. Murder/Non-negligent manslaughter	2021	0	0	0	0	0
	2022	0	0	0	0	0
	2023	0	0	0	0	0
b. Negligent manslaughter	2021	0	0	0	0	0
	2022	0	0	0	0	0
	2023	0	0	0	0	0
c. Sex offenses – Forcible (Rape and Fondling)	2021	0	0	0	0	0
	2022	0	0	0	0	0
	2023	0	0	0	0	0
d. Sex offenses – Non-forcible (include only incest and statutory rape)	2021	0	0	0	0	0
	2022	0	0	0	0	0
	2023	0	0	0	0	0
e. Robbery	2021	0	0	0	0	0
	2022	0	0	0	0	0
	2023	0	0	0	0	0
f. Aggravated assault	2021	0	0	0	0	0
	2022	0	0	0	0	0
	2023	0	0	0	0	0
g. Burglary	2021	0	0	0	0	0
	2022	0	0	0	0	0
	2023	0	0	0	0	0
h. Motor vehicle theft	2021	0	0	0	0	0
	2022	0	0	0	0	0
	2023	0	0	0	0	0
i. Arson	2021	0	0	0	0	0
	2022	0	0	0	0	0
	2023	0	0	0	0	0
j. Simple assault	2021	0	0	0	0	0
	2022	0	0	0	0	0
	2023	0	0	0	0	0
k. Larceny-theft	2021	0	0	0	0	0
	2022	0	0	0	0	0
	2023	0	0	0	0	0
l. Intimidation	2021	0	0	0	0	0
	2022	0	0	0	0	0
	2023	0	0	0	0	0
m. Destruction/damage/vandalism of property	2021	0	0	0	0	0
	2022	0	0	0	0	0
	2023	0	0	0	0	0

VAWA OFFENSES	Year	On Campus	On-Campus Student Housing	Non-Campus	Public Property	Unfounded Crimes
Domestic Violence	2021	0	0	0	0	0
	2022	0	0	0	0	0
	2023	0	0	0	0	0
Dating Violence	2021	0	0	0	0	0
	2022	0	0	0	0	0
	2023	0	0	0	0	0
Stalking	2021	0	0	0	0	0
	2022	0	0	0	0	0
	2023	0	0	0	0	0

ARRESTS AND REFERRALS FOR DISCIPLINARY ACTION	Year	On Campus	On-Campus Student Housing	Non-Campus	Public Property	Unfounded Crimes
Weapon Law Arrests	2021	0	0	0	0	0
	2022	0	0	0	0	0
	2023	0	0	0	0	0
Drug Law Arrests	2021	0	0	0	0	0
	2022	0	0	0	0	0
	2023	0	0	0	0	0
Liquor Law Arrests	2021	0	0	0	0	0
	2022	0	0	0	0	0
	2023	0	0	0	0	0
Weapon Law Referrals for Disciplinary Action	2021	0	0	0	0	0
	2022	0	0	0	0	0
	2023	0	0	0	0	0
Drug Law Referrals for Disciplinary Action	2021	0	0	0	0	0
	2022	0	0	0	0	0
	2023	0	0	0	0	0
Liquor Law Referrals for Disciplinary Action	2021	0	0	0	0	0
	2022	0	0	0	0	0
	2023	0	0	0	0	0

**Willamette University Crime Statistics**

**Granada, Spain Campus\*\*\***

<b>CRIMINAL OFFENSES</b>	<b>Year</b>	<b>On Campus</b>	<b>On-Campus Student Housing</b>	<b>Non-Campus</b>	<b>Public Property</b>	<b>Unfounded Crimes</b>
Murder/Non-negligent Manslaughter	2021	0	0	0	0	0
	2022	0	0	0	0	0
	2023	0	0	0	0	0
Negligent Manslaughter	2021	0	0	0	0	0
	2022	0	0	0	0	0
	2023	0	0	0	0	0
Rape	2021	0	0	0	0	0
	2022	0	0	0	0	0
	2023	0	0	0	0	0
Fondling	2021	0	0	0	0	0
	2022	0	0	0	0	0
	2023	0	0	0	0	0
Incest	2021	0	0	0	0	0
	2022	0	0	0	0	0
	2023	0	0	0	0	0
Statutory Rape	2021	0	0	0	0	0
	2022	0	0	0	0	0
	2023	0	0	0	0	0
Robbery	2021	0	0	0	0	0
	2022	0	0	0	0	0
	2023	0	0	0	0	0
Aggravated Assault	2021	0	0	0	0	0
	2022	0	0	0	0	0
	2023	0	0	0	0	0
Burglary	2021	0	0	0	0	0
	2022	0	0	0	0	0
	2023	0	0	0	0	0
Motor Vehicle Theft	2021	0	0	0	0	0
	2022	0	0	0	0	0
	2023	0	0	0	0	0
Arson	2021	0	0	0	0	0
	2022	0	0	0	0	0
	2023	0	0	0	0	0

HATE CRIME OFFENSES	Year	On Campus	On-Campus Student Housing	Non-Campus	Public Property	Unfounded Crimes
a. Murder/Non-negligent manslaughter	2021	0	0	0	0	0
	2022	0	0	0	0	0
	2023	0	0	0	0	0
b. Negligent manslaughter	2021	0	0	0	0	0
	2022	0	0	0	0	0
	2023	0	0	0	0	0
c. Sex offenses – Forcible (Rape and Fondling)	2021	0	0	0	0	0
	2022	0	0	0	0	0
	2023	0	0	0	0	0
d. Sex offenses – Non-forcible (include only incest and statutory rape)	2021	0	0	0	0	0
	2022	0	0	0	0	0
	2023	0	0	0	0	0
e. Robbery	2021	0	0	0	0	0
	2022	0	0	0	0	0
	2023	0	0	0	0	0
f. Aggravated assault	2021	0	0	0	0	0
	2022	0	0	0	0	0
	2023	0	0	0	0	0
g. Burglary	2021	0	0	0	0	0
	2022	0	0	0	0	0
	2023	0	0	0	0	0
h. Motor vehicle theft	2021	0	0	0	0	0
	2022	0	0	0	0	0
	2023	0	0	0	0	0
i. Arson	2021	0	0	0	0	0
	2022	0	0	0	0	0
	2023	0	0	0	0	0
j. Simple assault	2021	0	0	0	0	0
	2022	0	0	0	0	0
	2023	0	0	0	0	0
k. Larceny-theft	2021	0	0	0	0	0
	2022	0	0	0	0	0
	2023	0	0	0	0	0
l. Intimidation	2021	0	0	0	0	0
	2022	0	0	0	0	0
	2023	0	0	0	0	0
m. Destruction/damage/vandalism of property	2021	0	0	0	0	0
	2022	0	0	0	0	0
	2023	0	0	0	0	0

VAWA OFFENSES	Year	On Campus	On-Campus Student Housing	Non-Campus	Public Property	Unfounded Crimes
Domestic Violence	2021	0	0	0	0	0
	2022	0	0	0	0	0
	2023	0	0	0	0	0
Dating Violence	2021	0	0	0	0	0
	2022	0	0	0	0	0
	2023	0	0	0	0	0
Stalking	2021	0	0	0	0	0
	2022	0	0	0	0	0
	2023	0	0	0	0	0

ARRESTS AND REFERRALS FOR DISCIPLINARY ACTION	Year	On Campus	On-Campus Student Housing	Non-Campus	Public Property	Unfounded Crimes
Weapon Law Arrests	2021	0	0	0	0	0
	2022	0	0	0	0	0
	2023	0	0	0	0	0
Drug Law Arrests	2021	0	0	0	0	0
	2022	0	0	0	0	0
	2023	0	0	0	0	0
Liquor Law Arrests	2021	0	0	0	0	0
	2022	0	0	0	0	0
	2023	0	0	0	0	0
Weapon Law Referrals for Disciplinary Action	2021	0	0	0	0	0
	2022	0	0	0	0	0
	2023	0	0	0	0	0
Drug Law Referrals for Disciplinary Action	2021	0	0	0	0	0
	2022	0	0	0	0	0
	2023	0	0	0	0	0
Liquor Law Referrals for Disciplinary Action	2021	0	0	0	0	0
	2022	0	0	0	0	0
	2023	0	0	0	0	0

\*\*\*A letter was sent to local law enforcement in Granada, Spain, by the director of that program requesting crime statistics. Jefatura Superior de Andalucia Oriental sent a reply back stating that crime statistics could be viewed at this website: <https://estadisticasdecriminalidad.ses.mir.es>. The website was accessed to determine the statistics that would apply to the neighborhood surrounding the Willamette University program. Crime statistics are viewable, however, the smallest area that can be delineated is an entire city within Spain, which in this situation is the city of Granada which is 88 square kilometers with a population of about 227,000 people. Therefore, no statistics that would be specific to the neighborhood where the campus is located could be ascertained.

## Section V: Clery Reporting Geography

The Clery Act defines the geographic area for which the university must report crimes specified in the Act, and requires the institution to include a description of this geographic area in its annual Clery report. The following is a description of each of our three campuses, followed by maps showing the Clery geographic reporting areas. Note: In prior years, we reported the fourth campus as part of our Clery geography. The Zena Farm had been designated as a separate campus. The university still owns the Zena Farm and it is used for academic purposes, however, the use of this property has diminished and it is now appropriate to classify this property as a “Non-Campus” property. Crime statistics are requested from local law enforcement each year, but no Clery crimes were reported within a mile of that address for the past three years.

### Main Campus in Salem, Oregon



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



## Pacific Northwest College of Art

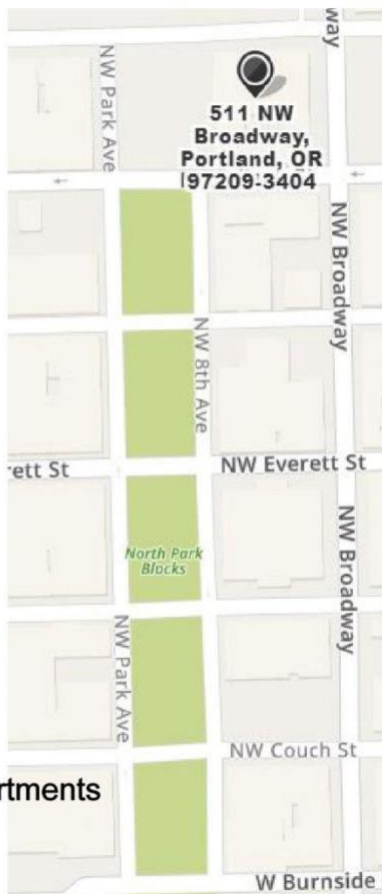
### Portland, Oregon:

- **511 NW Broadway** - Arlene and Harold Schnitzer Center for Art and Design, Center of PNCA Operations and administrative offices, also known as the “511 Building” or the “Main Building”
- **2139 N Kerby Ave** - 3D fabrication labs and MFA studios, known as the “Glass Building”
- **33 NW Park** - ArtHouse Apartments student housing

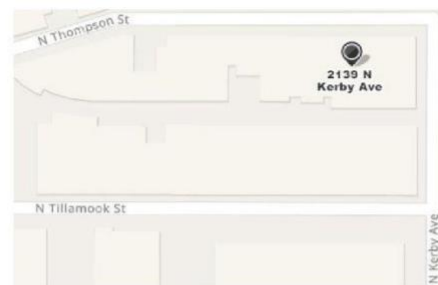
## Atkinson MBA for Professionals Program

**200 SW Market Street** - A leased space within an office complex that houses the Portland Masters of Business Administration program designed for working professionals. At this location from July 2022-December 2022.

**Schnitzer Center  
511 NW Broadway**



**Glass Building  
2139 N Kerby Ave**

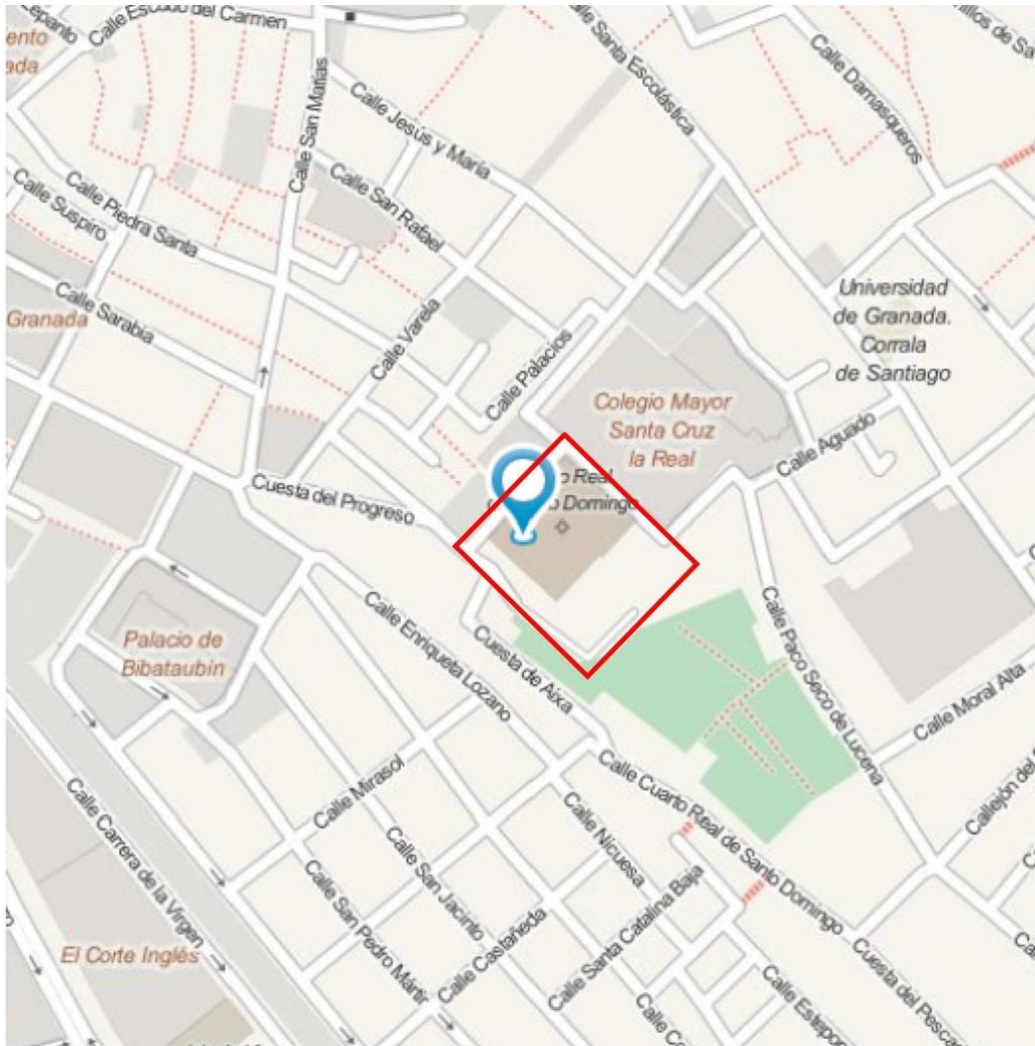


**Atkinson MBA for  
Professional**



**ArtHouse Apartments  
33 NW Park**

## Granada, Spain Campus



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

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

## Section VI: Annual Fire Safety Report

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

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

All residents must evacuate the residence hall in the event a fire alarm is activated, whether for the purpose of a drill or in the case of an actual fire. Residents and their guests must meet at their hall's designated meeting location to check in and to receive further instruction from a staff member.

Students who fail to comply with this policy will be referred to the Office of Student Care and Conduct. A fine may be assessed for any person who does not exit a building during a fire alarm.

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

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

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

## Prohibited Items and Activities in Residence Halls and Student Rooms

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

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

## Fire Reporting

Anyone knowing about a fire (including evidence of extinguished fires) should immediately report the incident to the following:

- Report a Fire in Progress immediately to 911.
- Office of Campus Safety in Salem 503-370-6911.
- Office of Campus Safety in Portland 503-621-2061

## Procedures Students and Employees Should Follow in Case of a Fire

In the event of a fire, the University expects that all campus community members will evacuate by the nearest exit, closing doors and activating the fire alarm system (if one is present) as they leave. Once safely outside a building, it is appropriate to contact 911 and Campus Safety.

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

- Never enter an elevator. It commonly stops working when the fire alarm rings.
- If the fire is in the room with the student, the student and professor should go into the hall to the nearest stairwell and wait for assistance. (All hallway doors should be closed.)
- Never carry an individual unless it's a matter of imminent danger. If someone must be carried, leave the wheelchair behind and follow the instructions of the individual as to how he/she is best transported.

### **Student Housing Emergency Evacuation**

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

### **Fire Safety Education & Training Programs**

Housing and Community Life staff receive safety training which includes fire safety awareness; fire prevention; fire and emergency response; disaster preparedness; and how and when to use a fire extinguisher. Academic and administrative buildings have one fire drill per year.

### **Plans for Improvement to Fire Safety**

Willamette has concluded a four-year program to install fire sprinkler systems in all Residence Hall buildings. When budget allows, we aspire to make improvements to the notification/control panels in residences and academic buildings. This improvement would allow for two-way annunciation, improved and more sophisticated monitoring of smoke and alarm systems, and for this reason, improved fire safety.

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

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

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

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

2023 Residential Facilities (Name and Address) All residences are in Salem except ArtHouse	Total Number of Fires in Each Building	Fire #	Cause of Fire	Number of Injuries that Required Treatment at a Medical Facility	Number of Deaths Related to a Fire	Value of Property Damage Caused by Fire (in USD)
<b>ArtHouse Apartments</b>	<b>0</b>		<b>NA</b>	<b>NA</b>	<b>NA</b>	<b>NA</b>
33 NW Park Ave. Portland, OR 97209						
<b>Baxter Hall</b>	<b>0</b>		<b>NA</b>	<b>NA</b>	<b>NA</b>	<b>NA</b>
201 12th Street SE						
<b>Belknap Hall</b>	<b>0</b>		<b>NA</b>	<b>NA</b>	<b>NA</b>	<b>NA</b>
285 12th Street SE						
<b>Cascadia Hall</b>	<b>0</b>		<b>NA</b>	<b>NA</b>	<b>NA</b>	<b>NA</b>
285 12th Street SE						
<b>Doney Hall</b>	<b>0</b>		<b>NA</b>	<b>NA</b>	<b>NA</b>	<b>NA</b>
260 Winter Street SE						
<b>Kaneko Commons</b>	<b>0</b>		<b>NA</b>	<b>NA</b>	<b>NA</b>	<b>NA</b>
1300 Mill Street SE						
<b>Lausanne Hall</b>	<b>0</b>		<b>NA</b>	<b>NA</b>	<b>NA</b>	<b>NA</b>
250 Winter Street SE						
<b>Lee/York House</b>	<b>0</b>		<b>NA</b>	<b>NA</b>	<b>NA</b>	<b>NA</b>
350 Winter Street SE						
<b>Matthews Hall</b>	<b>0</b>		<b>NA</b>	<b>NA</b>	<b>NA</b>	<b>NA</b>
285 12th Street SE						
<b>McCulloch Stadium Apt.</b>	<b>0</b>		<b>NA</b>	<b>NA</b>	<b>NA</b>	<b>NA</b>
700 Mission Street SE						
<b>Northwood Hall</b>	<b>0</b>		<b>NA</b>	<b>NA</b>	<b>NA</b>	<b>NA</b>
201 12th Street SE						
<b>Pi Beta Phi (offline in 2022)</b>	<b>0</b>		<b>NA</b>	<b>NA</b>	<b>NA</b>	<b>NA</b>
999 Mill Street SE						

<b>2023 Residential Facilities (Name and Address)</b> All residences are in Salem except ArtHouse	<b>Total Number of Fires in Each Building</b>	<b>Fire #</b>	<b>Cause of Fire</b>	<b>Number of Injuries that Required Treatment at a Medical Facility</b>	<b>Number of Deaths Related to a Fire</b>	<b>Value of Property Damage Caused by Fire (in USD)</b>
<b>Southwood Hall</b> 201 12th Street SE	0		NA	NA	NA	NA
<b>Terra House</b> 285 12th Street SE	0		NA	NA	NA	NA
<b>University Apartments</b> 425 Winter Street SE	0		NA	NA	NA	NA
<b>University Cottage 1401</b> 1401 Bellevue SE	0		NA	NA	NA	NA
<b>Univ. Duplex 510 &amp; 520</b> 510 & 520 14th Street SE	0		NA	NA	NA	NA
<b>University House 1480</b> 1480 Bellevue SE	0		NA	NA	NA	NA
<b>Westwood Hall</b> 201 12th Street SE	0		NA	NA	NA	NA
<b>WISH House (offline)</b> 960 Mill Street SE	0		NA	NA	NA	NA

**Causes of Fire:** 1 = Unintentional, 2= Intentional, 3= Undetermined

**Value of Property Damage Due to Fire:** \$0-99; \$100-999; \$1000-9,999; \$10,000-24,999; \$25,000-49,999; \$50,000-99,999; \$100,000-249,999; \$250,000,499,999; \$500,000,999,999; >\$1,000,000



### Fire Safety Systems in Residential Facilities (2023)

Partial Sprinkler Systems is defined as having sprinklers in common areas only.

Full Sprinkler Systems is defined as having sprinklers in both common areas and in individual rooms.

Housing Facility	Fire Alarm Monitoring Done on Site	Partial Sprinkler System 1	Full Sprinkler System 2	Smoke Detection	Fire Extinguisher Devices	Evacuation Plans and Placards	Number of evacuation (fire) drills each calendar year
ArtHouse 33 NW Park Ave. Portland, 97209	xx		xx	xx	xx	xx	1
Baxter Hall 201 12th Street SE	xx		xx	xx	xx	xx	2
Belknap Hall 285 12th Street SE	xx		xx	xx	xx	xx	2
Cascadia Hall 285 12th Street SE	xx		xx	xx	xx	xx	2
Doney Hall 260 Winter Street SE	xx		xx	xx	xx	xx	2
Kaneko Commons 1300 Mill Street SE	xx		xx	xx	xx	xx	2
Lausanne Hall 250 Winter Street SE	xx		xx	xx	xx	xx	2
Lee House 350 Winter Street SE	xx		xx	xx	xx	xx	2
Matthews Hall 285 12th Street SE	xx		xx	xx	xx	xx	2
McCulloch Stadium Apt., 700 Mission Street SE	xx		xx	xx	xx		0
Northwood Hall 201 12th Street SE	xx		xx	xx	xx	xx	2
Southwood Hall 201 12th Street SE	xx		xx	xx	xx	xx	2
Terra House 285 12th Street SE	xx		xx	xx	xx	xx	2

Housing Facility	Fire Alarm Monitoring Done on Site	Partial Sprinkler System 1	Full Sprinkler System 2	Smoke Detection	Fire Extinguisher Devices	Evacuation Plans and Placards	Number of evacuation (fire) drills each calendar year
University Apartments 425 Winter Street SE	xx		xx	xx	xx	xx	2
University Cottage 1401 Bellevue Street SE				xx	xx		0
Univ. Duplex 510 & 520 14th Street SE				xx	xx		0
University House 1480 Bellevue Street SE				xx	xx		0
Westwood Hall 201 12th Street SE	xx		xx	xx	xx	xx	2
York House 350 Winter Street SE	xx		xx	xx	xx	xx	2

## Section VII: Important Phone Numbers & Other Contact Information

### Salem

Police/Fire/Medical Emergency	911
Alcoholics Anonymous	503-399-0599
Alanon (for friends & family)	503-370-7363
Bishop Wellness Center	503-370-6062
Center for Hope and Safety	503-399-7722
Crisis & Information Hotline (24 hour)	503-581-5535
Marion County Mental Health Crisis Line	503-588-4949
Poison Center	800-222-1222
Safe Rides (Yellow Cab Salem)	503-362-2411
Safety Escorts, Salem	503-370-6911
Safety Escorts, Portland	503-621-2061
Salem Hospital Drug/Alcohol Hotline	800-621-1646
Salem Parking Enforcement	503-588-6471
Salem Police Non-emergency	503-588-6123
S.A.R.A Sexual Assault Response Allies	503-851-4245
Weather/Campus Closure Advisories	503-370-6300
WU Accessible Education Services	503-370-6471
WU Safety Committee	503-370-6907

## Portland

Campus Safety Duty Phone	503-621-2061
Campus Safety Director	503-370-6911
Portland Police (Non-emergency)	503-823-3333
Good Samaritan Hospital	503-431-7711
Mental Health Crisis Line	503-988-4888
Suicide Hotline	800-273-8255
Poison Control Center	800-222-1222
<i>Call to Safety</i> (Support for Domestic Violence)	503-235-5333
Downtown Clean and Safe	503-224-7383
Vice President for Student Affairs	503-370-6447
Academic Dean	503-242-8951
Title IX Coordinator	541-292-9404
Associate Director of Student Life	503-821-8920
Associate Housing Director	503-370-6212
Director of Facilities	503-841-2890
Director of Campus Safety	503-370-6911
3D Labs Manager	503-242-3859
WU Talk	503-375-5353
PNCA Information Desk	503-226-4391
Office of Facilities and Maintenance NANCE	971-242-3882

## Appendix A1: Alcohol and Drug Abuse

### A. University Alcohol Policy

Willamette University is committed to providing an academic and social environment that supports the fulfillment of the academic mission and personal freedoms while promoting individual responsibility, health, and safety. The University complies with Oregon and Federal laws and other applicable regulations governing alcoholic beverages at Registered University Events and University Affiliated Events, both on and off University premises and off-campus. We have a collective responsibility to ensure the well-being of all members of the community and a campus environment free of the consequences of alcohol misuse. This alcohol policy is intended to support this environment and serve the following objectives:

- To promote legal, ethical, and responsible behavior and alcohol use by members of the University community
- To provide standards and expectations for the use and service of alcohol at registered university events, affiliated university events, and for members of the University community with an intent to encourage responsible decision-making and event management aimed at risk reduction and safety
- To ensure the prudent use of University funds and good stewardship of students' tuition dollars

#### Definitions related to this Policy:

- 1) Residential Space – For the purpose of this policy, a “residential space” is defined as a student’s University contracted room, suite, or apartment in a residence hall, University apartments, or University owned houses in Salem, or leased properties such as the Arthouse building in Portland.
- 2) Non-Residential Space– A “non-residential space” is defined as any location on University premises other than a residential space as defined above. Non-residential spaces include, but are not limited to, hallways, kitchens, lounges, bathrooms, and study rooms in residential facilities, campus grounds, athletic fields, student organization offices and facilities, faculty/staff offices, and all other University buildings, grounds, and vehicles in Salem, Portland, and any other University-owned or leased location.
- 3) Responsible Alcohol Use – includes legal and low-risk consumption of alcohol. More specifically, it is the ability to make sound judgements about whether, when and how much to drink, understanding the health issues related to the consumption of alcohol, and avoiding excessive or “binge” drinking (i.e., rapid ingestion of alcohol and/or 4 or more drinks in 2 hours) or any other abuse of alcohol that negatively affects one’s academic, professional, social, or personal activities and health.
- 4) Registered University Event– A Registered University Event is an event on University premises, sponsored by a University department or student organization as part of their employment, education, or student activities that has reserved space and/or has been approved to serve alcohol through the process outlined in this policy. If alcohol is to be served on campus, it must be a registered University Event. University Community Events, Public University Events, and Closed University Events are specific types of registered events that are differentiated by their designated guests.
- 5) Affiliated University Event– Affiliated University Events include any activity involving students or University employees that are held on or off University premises that are sponsored or hosted by a student organization or a University division or unit. These include informal events in which the participants are gathered to attend based on their employment, education, or affiliation with the

university, and that does not require registration as a university event. Examples include but are not limited to office or student organization social gatherings, academic or co-curricular conferences, off-campus department outings, department dinners, gatherings at athletic competitions (whether on University premises or away), or end-of-semester class celebrations on or off University premises. Adherence to this policy extends to these events.

- 6) University Community Events– University Community Events are registered events that are open to members of the university community (i.e., staff, faculty, and students) that do not require department or group membership to participate, or a guest list, or tags that identify the individuals as attendees.
- 7) Public University Events– Public University Events are registered events that are open to members of the general public in addition to members of the university community.
- 8) Closed University Events– A Closed University Event is a registered event that is reserved to a limited guest list or requires membership from a particular group or department to participate.

### Policy:

- 1) Prohibited Use and Possession of Alcohol
  - A) *State and Federal Law.* The use, sale, purchase, transfer, possession, manufacture, distribution, or dispensing of alcohol except as expressly permitted by law (or if out of the United States, by the host country's laws) and University policy is prohibited. The legal drinking age in the state of Oregon is twenty-one (21) years of age. In accordance with state and Federal law, providing alcohol to any person who is under the age of 21 or who is visibly intoxicated is prohibited. Any person under 21 years of age is likewise prohibited from possessing or consuming alcohol.
  - B) Alcohol cannot be consumed on University premises in non-residential spaces unless it is a Registered University Event, regardless of age.
  - C) Alcohol guidelines in University residential spaces are listed below:
    - i) *Persons under 21 years of age* are prohibited from being present in a University residential space where alcohol is being consumed.
    - ii) *Persons 21 years of age or older* may only consume alcohol in a University residential space when the following conditions are satisfied:
      - a) *Appropriate Host.* A resident of the room or apartment is present and is 21 years of age or older.
      - b) *No Minors.* No persons under 21 years of age are present. Persons who are 21 years of age or older may be implicated when they are in a residential space where persons under 21 years of age are consuming alcohol.
      - c) The unit's entry door must be closed during alcohol consumption.
      - d) *Alcohol storage.* Alcohol can only be stored in residential spaces, if the alcohol is stored and closed in the original container.
      - e) *Open containers.* Alcohol must be transported in the original unopened or screw-on top container (i.e., no open containers in hallways or in transport).
  - D) *Possession of common source containers.* Possession or use of kegs, mini kegs, or other common source containers of alcoholic beverages, such as trash cans, tubs, or similar containers when used to contain alcohol on university premises, in residential space, or in offices, or in connection with a University activity is prohibited.

- E) *Drinking games.* Facilitating, arranging, or participating in any extreme alcohol consumption game or activity that constitutes, facilitates, or encourages competitive, rapid, or excessive consumption of alcohol when such activity occurs on University premises, in the designated housing of any Willamette University organization or group, or in connection with any University event is not allowed, regardless of age. Actions or situations that involve forced consumption of liquor or drugs for the purpose of initiation into or affiliation with any organization are prohibited (i.e., hazing activities are prohibited.)
- F) *Providing or purchasing alcohol.* Employees and students are prohibited from providing alcohol to individuals or groups in circumstances inconsistent with this policy.

Details about the conduct review process for students found in violation of the alcohol and other policies can be found in the [Student Code of Conduct](#).

Registration for Events with Alcohol Service – Alcohol may only be served and consumed on University premises at an approved Registered Event. To register an event for approval:

- 1) Each event must identify a host/organizer. A host must submit an [Alcohol Request Form](#) for review by the Alcohol Review Committee. The Alcohol Review Committee includes representatives from: Student Affairs, Campus Safety, University Scheduling, Risk Management, the University’s food service partner (e.g., Bon Appetit), and other members as deemed appropriate for the event as determined by the Vice President for Student Affairs.
- 2) For students: Only currently registered students and employees at least 21 years of age may register an employment-related or student-affiliated event that includes alcohol. Proof of age may be required. For student-affiliated events, the university-assigned student group advisor or sponsoring department (e.g., College of Law, PNCA, CAS, AGSM, SCIS, University department) must approve the request in advance before the form moves to the Alcohol Review Committee. Requests must be submitted at least twelve (12) business days in advance of the event. Scheduling, licensing with Oregon Liquor Control Commission (OLCC), and other considerations determine how much time is necessary for planning. Any proposal submitted less than 12 days before the planned event is not guaranteed a review and approval, and in such case, alcohol may not be served at the event.
- 3) The request must confirm the following University rules will be followed:
  - A) If there are any charges (for entry, alcohol, etc.), event planners must explicitly outline this in their request in advance of the planned event.
  - B) Willamette University Student Fees cannot be used to purchase alcoholic beverages (although they may be used to pay set-up and other associated fees). Alcoholic beverages must be sold on a “no-host” basis and may not be included in the price of admission for events hosted by student organizations.
  - C) Guidelines for department funds being used for alcohol must be followed.
  - D) Alcohol cannot be the sole focus of the event. Non-alcoholic drinks must be made available in quantity, prominence, and accessibility at least equal to that of the alcoholic beverages to be served.
  - E) Food in sufficient quantity and quality must be available for the number of guests anticipated whenever alcoholic beverages are to be served and will be a consideration in the approval process. (Please see the [OLCC requirements](#) for more information.)
  - F) If minors are present at a University event, it may be necessary to designate an area where alcohol is consumed that is clearly marked with controlled entrances/exits.

- 4) The Alcohol Review Committee shall respond in writing informing the host whether the event has been approved as a Registered Event or has been denied.

*Note:* Advertised events involving the distribution of alcoholic beverages must be approved before publicity is distributed. In an event of sufficient size and/or depending on the location (example: Hallie Ford) security may be required as part of the approval process in order to ensure the safety of others and property.

Host Responsibilities – Hosting an event with alcohol service, whether on or off University premises, requires careful attention and prior planning, with the safety and well-being of participants at the forefront of event management. Event planners should understand the University alcohol policy and applicable laws to be a responsible host and to manage their events accordingly. University employees who advise student organizations are expected to assist students in making responsible decisions about their events and to facilitate the enforcement of the University's alcohol policy.

To ensure that University events are safe, accessible, and inclusive, departments and organizations are expected to maintain a reasonable balance in their programming between events with and without alcoholic beverages. Departments and organizations may not plan events that promote or encourage the consumption of alcohol

Event host(s) are responsible for the planning and execution of the event and must be available and able to respond to concerns for the duration of the event. In the case of a student-organized event, at the discretion of the approving administrative office, an event of sufficient size may be required to have multiple individuals fulfilling host responsibilities.

Specifically, for all events, the host(s) for Registered University Events with alcohol agree(s) to ensure:

- 1) All applicable laws, policies, and procedures are followed.
- 2) Alcoholic beverages are served and consumed in spaces that have been reserved and approved for the function. If minors are present at the event, the area where alcohol is consumed must be clearly marked with controlled entrances/exits.
- 3) Events staff or alcohol servers must require proper identification of any guest. Depending on the nature of the event, wristbands may be used to identify those over 21 years of age.
- 4) The Registered Event only occurs during the approved time period, not to exceed four hours for alcohol service. Alcohol service should end at least thirty minutes prior to the end of the event and prior to midnight.
- 5) Alternative beverages and food must be available whenever alcohol is served. Food must be substantial enough to last the duration of the event.
- 6) For events on University premises, the host agrees to ensure:
  - A) A copy of the approved registration form (and, if applicable, the OLCC special events permit) must be posted in a readily visible place (i.e., in close proximity to the place where alcohol is likely to be present) at all registered events for the duration of the event.
  - B) The entity licensed by OLCC and contracted by the University (e.g., Bon Appetit) is utilized in the sale or distribution of alcohol at events on University premises. An OLCC certified server must be present to dispense drinks. The server is responsible for checking proof of legal age for anyone who wishes to drink alcoholic beverages.
  - C) The area used for an activity at which alcohol is served or consumed will be cleaned by users immediately following the activity unless an alternative written arrangement has been made. This



includes removal of all alcohol from public areas. The host, or the host's department or student organization is responsible for damages and cleaning expenses.

For off-campus events, the host agrees to ensure:

- 1) The entity serving alcohol is licensed by OLCC for the sale or distribution of alcohol. Sale in this context is broadly defined to include any charge or fee for service, membership, admission, cups, club dues, donations, beverages, etc. An OLCC certified server must be present to dispense drinks. The server is responsible for checking proof of legal age for anyone who wishes to drink alcoholic beverages.
- 2) Alcohol will not be contracted without an approved certificate of insurance.

University Events on University Premises with Alcohol Service – Event planners and hosts must adhere to the following guidelines:

- 1) University events held on University premises with alcohol service requires prior approval from the appropriate VP or Dean and the Alcohol Review Committee and registered at least 12 days in advance of the event to ensure time for review and approval by the Alcohol Review Committee.
- 2) Licensed Oregon Liquor and Cannabis Commission (OLCC) Alcohol Servers are required to serve at all University events with the exception of events held at a private residence. On the Salem campus, Bon Appetit Management is the exclusive caterer for food and alcohol service. The use of outside vendors for alcohol service in Salem is only allowed when Bon Appetit is unavailable. The alcohol servers cannot be the event hosts or planners. The server is responsible for providing the alcohol and for checking proof of legal age for anyone consuming alcohol who wishes to drink alcoholic beverages.
- 3) Only beer or wine provided in individual servings (i.e., no pitchers or bottles of wine) is allowed at registered University events. Self-service of alcoholic beverages is prohibited.
- 4) Participants and hosts cannot bring alcohol to Registered University Events. Exceptions may be made when donors or wineries are providing the alcohol, but the alcohol must be served in accordance with this policy.
- 5) When alcohol has been approved for sale at an event, drink specials are prohibited (i.e., reduced prices for particular drinks or amounts of alcohol).
- 6) An open bar (i.e. unlimited free alcohol) is prohibited at University Community Events or University Public Events. No more than 2 free drinks (most likely provided through the distribution of tickets) may be allowed at University Closed Events.
- 7) Any University event that includes alcohol service requires prior approval from the appropriate VP or Dean and the Alcohol Review Committee.
- 8) Event advertisements should not emphasize the availability or consumption of alcohol.
- 9) If the Alcohol Review Committee determines additional security is required at an event, the sponsor is responsible for the fees incurred for this service.

Affiliated University Events Off University Premises with Alcohol Service:

- 1) Sponsors or hosts of Affiliated University Events that are held off University premises do not have to submit an Event Registration Form. Examples include events in restaurants/entertainment venues, rented or donated facilities, and at private homes.
- 2) Event requirements for Affiliated University Events off University premises include:
  - A) At a restaurant or external rented venue, the venue or caterer must employ OLCC certified servers.

- B) At events at a private home, no licensed bartender or server is required provided that the host takes responsibility for monitoring alcohol consumption of attendees.
- C) Those present at the event should be of legal drinking age in the jurisdiction where the event is held.
- D) The VP or Dean should approve the event in advance.

Guidelines for University Employees' Ethical and Responsible Use of Alcohol – Employees over the age of 21 may consume alcohol at Registered University Events and Affiliated University Events or in the course of official University business with an understanding that they make safety for themselves and their colleagues the highest priority, especially when driving, as well as exhibit ethical decision-making, responsible behavior, and good judgment when representing the University.

Specifically:

- 1) Employees must always be fit to perform their duties during working hours and at University events.
- 2) In the presence of students, University employees are expected to model responsible behavior by either abstaining from the use of alcohol or consuming alcohol in moderation. At no time should a University employee be intoxicated in the presence of students or at a University event.
- 3) University employees may not purchase alcohol for students – even if the student is of legal age to consume alcohol. This prohibition applies both on and off-campus, including restaurants, bars, athletic events, alumni events, events with cash bars and study away/ abroad trips.
- 4) University employees should not accompany students to venues where they are aware that underage drinking is taking place or where students are intoxicated.

Use of University Funds to Purchase Alcohol – To prudently manage University resources and promote good stewardship of students' tuition dollars, the University advocates limiting the purchase of alcohol with University Funds. A Vice President or Dean may implement a more restrictive policy regarding the use of funds from the division or unit to purchase alcohol than those set forth in this policy.

The University prohibits the use of University Funds to purchase alcohol in the following circumstances:

- 1) When the majority of anticipated attendees at an event will not be of legal drinking age in the jurisdiction where the event is held.
- 2) When the event is a Public University Event as defined by this policy meaning open to the general public.
- 3) When the source of University Funds is Student Activity Fees, including graduate Student Activity Fees.
- 4) When the source of University Funds is federal or state grant or contract funds.
- 5) At offsite meal and entertainment meetings between University employees. Alcohol is not reimbursable for personal meals while traveling.
- 6) Alcohol is not reimbursable for purchases for consumption by students, unless purchase is for an approved registered event.

The University permits the use of University Funds to purchase alcohol in the following circumstances:

- 1) For research or teaching purposes and for purposes that do not include personal consumption (e.g., using alcohol as an ingredient in the preparation of food or for cleaning).
- 2) University-affiliated business events (i.e. hosting donors, alumni, candidates for employment, or guests of the University) involving individuals who are of legal drinking age in the jurisdiction where the event is held with VP or Dean approval.

- 3) Exceptions may be made for Closed University Events (i.e. retreats or receptions) among employees or university guests of legal age approved by the appropriate dean or vice president.

University Resources for Community Members – The University has resources to educate members of the University community about the dangers of alcohol abuse and available resources for alcohol counseling, rehabilitation, and employee assistance programs. For more information see the Alcohol and Drug Abuse Policy in the Willamette University Portal.

*Note:* For further information or questions on this policy and the procedures described, please consult with the Office of Student Affairs. Campus Safety officers or other authorized University staff members may terminate any event if they determine that the event does not adhere to this policy or other Campus rules.

## B. Drug-Free Schools and Community Act Amendments

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

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

## C. Alcohol and Drugs: An Informational Guide

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

## 1. Self-Help Groups

The following resources can be of help to people with substance abuse problems or to their friends and family. In Salem, call these self-help groups:

Alcoholics Anonymous	503-399-0599
Alcohol Abuse 24 Hour Assistance and Treatment	1-800-234-1253
Alcohol & Drug Helpline/Youthline	1-800-923-HELP
Alanon/Alateen (for friends, family)	503-370-7363
Cocaine Anonymous	503-662-2463
Substance Abuse Helpline	1-800-888-9383
Narcotics Anonymous	503-990-0861
Crisis Hotline-NW Human Services	503-581-5535 or 800-560-5535
TDD	503-588-5833

## 2. Outpatient Treatment

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

## 3. Inpatient Treatment

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

## 4. Where to go for help

### Students

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

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

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

## 5. Employees

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

### Index

Type of Drug	Classification
Alcohol	depressant
Amphetamine	stimulant
Cocaine	stimulant
Codeine	narcotic
Dalmane	narcotic
Demoral	narcotic
Dextroamphetamine	stimulant
Ecstasy/MDMA (3-4 methylenedioxymethamphetamine)	stimulant
Heroin	narcotic
Librium	depressant (barbiturate/sedative)
Lysergic Acid Diethylam (LSD)	hallucinogen

Type of Drug	Classification
Marijuana	hallucinogen
Mescaline	hallucinogen
Methamphetamine	stimulant
Morphine	narcotic
Mushrooms	hallucinogen
Peyote	hallucinogen
Psilocybin	hallucinogen
Rohypnol	depressant (barbiturate/sedative)
Valium	depressant (barbiturate/sedative)
Xanax	depressant (barbiturate/sedative)

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

### **Depressants**

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

### **Psychological effects**

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

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

### **Physical effects**

Short term:

- Calm anxiety
- Relax muscles
- Induce sleep

- Affect brain stem-inducing sleep
- Speech and movement
- Affect brain stem, including heart and lungs
- Tolerance (develops quickly)

Long term:

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

### **Psychological and physical dependence and addiction**

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

### **Alcohol**

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

### **Psychological effects**

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

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

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

## Physical effects

Short term:

- Alteration of perception
- Feelings of no fear
- Sleepiness
- Increased urine output
- Elevated heart rate
- Lowered motor coordination

High levels can cause coma and death.

Long term:

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

## Psychological and physical dependence/addiction

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

## Rohypnol

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

## Physical effects

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

## Physical dependence and addiction

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

## Psychological dependence

- Moderate to high dependence potential.



## **Hallucinogens**

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

### **General symptoms of users**

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

### **Psychological effects**

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

### **Physical effects**

- Increased pulse
- Withdrawal
- Tolerance

### **Severe adverse effects**

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

### **Physical dependence and addiction**

- None or low potential

## Psychological dependence

- Low to moderate potential

## Marijuana

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

## Psychological effects

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

## Neurological effects

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

## Physical effects

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

## Physical and psychological dependence and addiction

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

## **Narcotics**

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

### **Psychological effects**

- Euphoria

### **Physical effects**

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

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

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

## **Heroin**

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

### **Psychological effects**

- Euphoria
- Clouded mental functioning

### **Physical effects**

Short term:

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

- Vomiting
- Constipation

Long term:

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

### **Physical dependence and addiction**

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

### **Steroids**

These are psychoactive chemicals made of male hormones.

### **Effects**

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

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

### **Physical and psychological dependence and addiction**

- High potential

### **Stimulants**

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

### **Natural CNS stimulants are caffeine:**

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

### **Nicotine:**

- Chewing tobacco
- Cigarettes, cigars
- Pipe tobacco
- Snuff

(Cocaine is the best known CNS stimulant and will be addressed below.)

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

### **Psychological effects**

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

### **Physical effects**

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

### **Physical and psychological dependence and addiction**

- High potential for both

### **Cocaine**

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

### **Chronic high dose use:**

- Hyperstimulation
- Intense paranoia
- Headaches
- Auditory and visual hallucinations
- Loss of appetite
- Nosebleeds

- Irregular heartbeat
- Seizures/convulsions
- Shortness of breath
- Intense anxiety and depression
- Cardiac arrest

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

### **Physical and psychological dependence and addiction**

- High potential for both
- MDMA-Ecstasy (3-4 methylenedioxymethamphetamine)

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

### **Physical effects**

- Increased heart rate
- Increased blood pressure
- Irregular heartbeat

### **Psychological effects**

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

### **Methamphetamine**

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

### **Physical effects**

- Increased blood pressure
- Increased pulse/heartbeat
- Increased respiration
- Sweating
- Dry mouth

### Psychological effects

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

### Physical and psychological dependence and addiction

- High potential for both
- What Is Dependence?
  - Dependence results from continued, prolonged use of alcohol and/or other mood-altering drugs. Genetic predisposition is an additional risk factor.
- Experimentation: learning the mood swing
- Use of a mind-altering chemical two-three times.

### Social use: seeking the mood swing

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

### Abuse: harmful use

Socializing is increasingly focused on the chemical of choice being available.

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

### Dependence: using to feel normal

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



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