



# Annual Security and Fire Safety Report

## 2015

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The Jeanne Clery Disclosure of Campus Security Policy and Campus Crime Statistics Act  
(Containing crime statistics for 2012, 2013 & 2014)

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## Introduction

**What is the Annual Security Report?** The Annual Security Report, mandated by the Jeanne Clery Disclosure of Campus Security Policy and Campus Crime Statistics Act (Clery Act), informs the campus community of the reported crimes occurring within Oregon State University's geography in the three most recent calendar years. This report addresses calendar years 2012, 2013 and 2014. Data is collected from a variety of sources including local law enforcement and university departments such as the Department of Public Safety, the Office of the Dean of Student Life, University Housing and Dining Services, University Athletics and the Office of Equity and Inclusion.

The purpose of the Annual Security Report is to provide our community with the information and the understanding needed to make informed and reasoned decisions about personal safety. Campus crime statistics and a wide range of related policies, procedures, resources and programs here at Oregon State University are included in this report. The Annual Fire Safety Report is also included in this report.

This report is prepared annually in compliance with the federal requirements of the Clery Act and submitted to the Department of Education. The Oregon State University Office of Human Resources Compliance Team prepares and publishes this report by October 1st each year. Recent amendments to the law mandate that schools receiving Financial Aid (Title IV) monies must also report specific information about fire safety issues on their campuses.

The Annual Security Report is available at [hr.oregonstate.edu/files/compliance/clery/osu\\_clery\\_asfsr.pdf](http://hr.oregonstate.edu/files/compliance/clery/osu_clery_asfsr.pdf) or a printed copy can be picked up at the Office of Human Resources, 204 Kerr Administration Building, Corvallis, OR 97331. You may also request a copy by sending an email to [HR.Compliance@oregonstate.edu](mailto:HR.Compliance@oregonstate.edu).

All policies addressed in the Annual Security Report and the Annual Fire Safety Report apply to the Oregon State University Corvallis Campus, OSU-Cascades, and the Hatfield Marine Science Center unless otherwise specified below.

## Crime Statistics

### Collecting and preparing statistics

The Human Resources Compliance Team collects reports of crimes and law violations from Oregon State Police, Corvallis Police Department, Benton County Sheriff's Office, Newport Police Department and the Bend Police Department. Information is also gathered from other law enforcement agencies from around the state of Oregon, United States Government, foreign government(s), and from designated Campus Security Authorities. This information is then compiled into the Annual Security Report.

Each year, an email notification is sent to all faculty, staff, and enrolled students that identifies the website and how to obtain a copy of the Annual Security Report. Other methods of distribution may include posting notifications in the OSU Today email, newsletters, flyers, or by handing out paper copies.

Prospective employees and students are informed of the existence of this report in the documentation they receive when making an application to Oregon State University for employment or student status.

Oregon State University maintains a daily crime log which is available for review by the public during normal business hours at the Department of Public Safety located in room 200 of Cascade Hall, 301 SW 17th Street, Corvallis, Oregon.

## Reportable Crimes

The Clery Act specifies which crimes must be disclosed. These crimes are listed here; however, a more thorough description of each crime is given below. You will also notice a column beside each of the crimes that indicates the way the crimes are counted.

In the case of liquor, drug, and weapon offenses, the numbers are divided into two categories. The first set of numbers is for those individuals who are arrested and the second is for those who are referred for disciplinary actions by Oregon State University. This is not a distinction between breaking the law and not breaking the law; the numbers in both groups are the result of a violation of the law. It is an attempt to reflect the actual impact of liquor, drug, and weapons violations occurring in the campus community even when the incident does not result in an arrest. Although a peace officer or the district attorney may choose not to prosecute an individual for one of these offenses because there is insufficient evidence to reach a conviction, the university may still sanction the individual.

<b>Table 1 – Hierarchy 2012</b>	
<u>Crime</u>	<u>Count by Number of:</u>
<b>Murder and Non-negligent Manslaughter</b>	Victims
<b>Negligent Manslaughter</b>	Victims
<b>Forcible Sex Offenses</b>	Victims
<b>Non-forcible Sex Offenses</b>	Victims
<b>Robbery</b>	Incidents
<b>Aggravated Assault</b>	Victims
<b>Burglary</b>	Incidents
<b>Motor Vehicle Theft</b>	Vehicles
<b>Arson</b>	Point(s) of Origin
<b>Hate Crimes</b>	Incidents Based on Perception of Perpetrator
<b>Liquor, Drug, and Weapon Law Offenses</b>	Arrests
<b>Liquor, Drug, and Weapon Law Offenses</b>	Referrals

<b>Table 2 – Hierarchy 2013-2014</b>	
<u>Crime</u>	<u>Count by Number of:</u>
<b>Murder and Non-negligent Manslaughter</b>	Victims
<b>Negligent Manslaughter</b>	Victims
<b>Rape</b>	Victims
<b>Fondling</b>	Victims
<b>Statutory Rape</b>	Victims
<b>Incest</b>	Victims
<b>Robbery</b>	Incidents
<b>Aggravated Assault</b>	Victims
<b>Burglary</b>	Incidents
<b>Motor Vehicle Theft</b>	Vehicles
<b>Arson</b>	Point(s) of Origin
<b>Hate Crimes</b>	Incidents Based on Perception of Perpetrator
<b>Liquor, Drug, and Weapon Law Offenses</b>	Arrests
<b>Liquor, Drug, and Weapon Law Offenses</b>	Referrals

Table 3 – Violence Against Women Act Offenses	
Offense	Count by Number of:
Domestic Violence	Victims
Dating Violence	Victims
Stalking	Victims

### Hierarchy Rule

The Hierarchy Rule requires that only the most serious offense be counted in situations where more than one offense was committed during a single incident. The charts above list the crimes in order of severity. For example, if a person committed a burglary and a murder in a course of a single act, then only the murder would be counted for Clery Act purposes. During the 2012 calendar year, exceptions to this rule existed for hate crimes and arson. For example, if a person committed any reportable offense and, while doing so, also committed a hate crime or arson, then both incidents were reported. As of 2013 crime statistics, Domestic Violence, Dating Violence and Stalking were added to the list of exceptions. Therefore, from 2013 forward, Domestic Violence, Dating Violence Stalking, arson and hate crime incidents are not subject to the Hierarchy Rule and will always be counted.

### Crime Definitions

- **Murder and Non-Negligent Manslaughter:** the willful killing of one human being by another.
- **Negligent Manslaughter:** the killing of another person by gross negligence.

*Note: the following two definitions apply to sex offense statistics gathered during 2012:*

- **Forcible Sex Offenses:** any sexual act directed against another person, forcibly and/or against that person’s will, or not forcibly or against the person’s will where the victim is incapable of giving consent. There are four types of forcible sex offenses:
  1. Forcible Rape
  2. Forcible Sodomy
  3. Sexual Assault with an Object
  4. Forcible Fondling
- **Non-Forcible Sex Offenses:** incidents of unlawful, non-forcible sexual intercourse. Only two types of offenses are included in this definition:
  1. Incest
  2. Statutory Rape

*Note: the following four definitions apply to sex offense statistics gathered during 2013 and 2014: (as of 2013 crime statistics, sex offenses are reported according to the following categories: Rape, Fondling, Statutory Rape, and Incest. The Rape definition is based on the Uniform Crime Reporting Handbook 2004, (Summary Reporting Statistics) and the remaining sex offense definitions are from the National Incident Based Reporting System Edition of the Uniform Crime Reporting Program.)*

- **Rape:** penetration, no matter how slight, of the vagina or anus with any body part or object, or oral penetration by a sex organ of another person, without the consent of the victim. This definition includes any gender of victims or perpetrator.

- **Fondling:** the touching of the private body parts of another person for the purpose of sexual gratification without consent of the victim, including instances where the victim is incapable of giving consent because of his/her age or temporary or permanent mental or physical incapacity.
- **Statutory Rape:** non-forcible sexual intercourse with a person who is under the statutory age of consent.
- **Incest:** non-forcible sexual intercourse between persons who are related to each other within the degrees wherein marriage is prohibited by law.
- **Robbery:** the taking or attempting to take anything of value from the care, custody, or control of a person or persons by force or threat of force, violence, and/or by putting the victim in fear.
- **Aggravated Assault:** an unlawful attack by one person upon another for the purpose of inflicting severe or aggravated bodily injury.
- **Burglary:** the unlawful entry of a structure to commit a felony or a theft.
- **Motor Vehicle Theft:** the theft or attempted theft of a motor vehicle.
- **Arson:** any willful or malicious burning or attempt to burn, with or without intent to defraud, a dwelling house, public building, motor vehicle or aircraft, personal property of another, etc.
- **Hate Crimes:** any of the aforementioned offenses and any other crime involving bodily injury reported to local police agencies or to a Campus Security Authority that manifests evidence that the victim was intentionally selected because of the perpetrator's bias.

Categories of bias are:

- \* Race
- \* Gender
- \* Religion
- \* Sexual Orientation
- \* Gender Identity
- \* Ethnicity
- \* National Origin
- \* Disability

In addition to the standard list of Clery Act reportable crimes listed above, the following crimes are also classified as hate crimes when there is evidence that the offense was committed with bias against a protected class, as described above:

- \* Larceny / Theft
- \* Simple Assault
- \* Intimidation
- \* Destruction / damage or vandalism of property

- **Liquor Law Arrests and Violations:** the violation of state or local laws or ordinances prohibiting the manufacture, sale, purchase, transportation, possession, or use of alcoholic beverages, not including driving under the influence and drunkenness.
- **Drug Law Arrests and Violations:** the violation of state or local laws prohibiting the production, distribution, and/or use of certain controlled substances and the equipment or devices utilized in their preparation and/or use. The unlawful cultivation, manufacture, distribution, sale, purchase, use, possession, transportation, or importation of any controlled drug or narcotic substance. Arrests for violations of State and local law or ordinances, specifically those relating to the unlawful possession, sale, use, growing, manufacturing, and making of narcotic drugs.
- **Weapon Law Arrest and Violations:** the violation of state or local laws prohibiting the manufacture, sale purchase, transportation, possession, concealment or use of firearms, cutting instruments, explosives, incendiary devices or other deadly weapons. This classification encompasses weapons offenses that are regulatory in nature.
- **\*Domestic Violence:** asserted violent misdemeanor and felony offenses committed by the victim’s current or former spouse, person similarly situated under domestic or family violence law, or anyone else protected under domestic or family violence law.
- **\*Dating Violence:** violence by a person who has been in a romantic or intimate relationship with the victim. Whether there is such relationship will be gauged by its length, type, and frequency of interaction.
- **\*Stalking:** a course of conduct directed at a specific person that would cause a reasonable person to fear for her, his, or other’s safety, or to suffer substantial emotional distress.

*\*Expanded definitions for Domestic Violence, Dating Violence, Stalking and Sexual Assault found on page 29.*

## Geography

**Geographic Areas** – The crime statistics are then divided into groups by the type of crime being reported and the location where the incident occurred.

- **On-Campus** – This area includes any building or property owned or controlled by Oregon State University within the same reasonably contiguous geographic area and used by Oregon State University in direct support of, or in a manner related to Oregon State University’s educational purposes. This category also includes any building or property described above that is owned by Oregon State University but controlled by another person, is frequently used by students, and supports institutional purposes, such as a food or other retail vendor.
- **Residential Facilities** – This area can be described as any building or structure that is owned or controlled by the university and used by students as a dwelling. This category includes residence halls and other student housing located on campus.
- **Noncampus** – This area includes off-campus property that is owned or controlled by the university if it meets the following criteria: is used in direct support of, or in relation to the university’s educational purposes, is frequently used by students, and is not within the same reasonably contiguous geographic area of the university. Examples include fraternities, sororities, rented classrooms, extension services offices, agricultural experiment stations, and other buildings, facilities, research forests, farms, and ranches.

- **Public Property** – This area can be described as public streets/sidewalks that run through campus or form the border of campus. Perimeter streets are described in the following way: “Sidewalk – Street – Sidewalk”. This means that a reportable crime occurring on the sidewalk on either side of a perimeter street is reportable as incidents occurring in the street. But an incident occurring in a building (a privately owned property) on the distant side of a perimeter street would not be included.

## Counting Considerations

Each of the following five standards must be met for an incident to be counted in the annual report:

1. **Reported to the Proper Authorities** – The incident must be reported to law enforcement or a person who, according to the Clery Act, is defined as a Campus Security Authority. The term is applied to any person who works for the university in a paid or volunteer status and has significant responsibility for student activities. Some examples include, faculty/staff advisors to student organizations, resident assistants, coaches for University Athletics, and persons who perform security or access control functions.
2. **Reportable Crimes** – The crime reported must be one of those defined in the Clery Act as a reportable crime. See the reportable crimes hierarchy table on page 4.
3. **Reportable Area** – The crime must have occurred in one of the Clery Act reportable areas. These areas include On-Campus, Residential Facilities, Noncampus and Public Property.
4. **Made in Good Faith** – For an incident to be included there must be a determination that the report is made in good faith. Crimes can be reported by the victim, the accused, the witness, or a third party. When the incident is reported through a law enforcement agency, we assume that this determination has already been made.
5. **Unfounded** – If in the case of a particular incident, law enforcement determines that the incident could not have occurred or did not occur, i.e. a false report, the crime would not be included in the annual report. However, beginning with calendar year 2014, we will now be reporting in our statistics the number of unfounded Clery Act crimes.

### Crime Statistics Reported for 2012, 2013, and 2014

#### Oregon State University – Corvallis

Crime Category	On-Campus			Residence Facilities			Noncampus			Public Property		
	2012	2013	2014	2012	2013	2014	2012	2013	2014	2012	2013	2014
Murder / Non-Negligent Manslaughter	0	0	0	0	0	0	0	0	0	0	0	0
Negligent Manslaughter	0	0	0	0	0	0	0	0	0	0	0	0
*Sex Offenses - Forcible	3	*	*	1	*	*	5	*	*	2	*	*
*Sex Offenses – Non-Forcible	0	*	*	0	*	*	0	*	*	0	*	*
*Rape	N/A	8	6	N/A	4	6	N/A	4	2	N/A	0	0
*Fondling	N/A	4	3	N/A	2	3	N/A	1	2	N/A	0	0
*Statutory Rape	N/A	0	0	N/A	0	0	N/A	0	0	N/A	0	0
*Incest	N/A	0	0	N/A	0	0	N/A	0	0	N/A	0	0
Robbery	0	0	0	0	0	0	0	0	1	1	0	0
Aggravated Assault	12	2	0	6	1	0	2	1	1	2	6	1
Burglary	38	18	5	12	7	4	12	2	8	0	0	0
Motor Vehicle Theft	10	7	10	0	0	0	0	0	0	4	2	1
Arson	1	4	1	0	3	0	0	1	0	0	0	0
**Unfounded	N/A	N/A	0	N/A	N/A	0	N/A	N/A	0	N/A	N/A	0
*Domestic Violence	N/A	15	5	N/A	11	3	N/A	1	1	N/A	1	0
*Dating Violence	N/A	0	1	N/A	0	0	N/A	0	0	N/A	0	0
*Stalking	N/A	11	6	N/A	4	3	N/A	0	0	N/A	0	0
Weapons Arrests	0	0	2	0	0	0	0	0	1	1	0	0
Drug Arrests	4	1	5	4	0	2	0	1	2	2	0	7
Liquor Arrests	8	1	2	5	1	1	3	11	8	17	19	16
<b>Disciplinary Referrals</b>												
Weapons Violations	0	0	0	0	0	0	0	0	0	0	0	0
Drug Violations	54	48	51	42	30	35	0	0	0	0	2	1
Liquor Violations	547	471	642	494	415	547	0	20	5	10	33	7
<b>Hate Crimes</b>												
Race	0	0	0	0	0	0	0	0	0	0	0	0
Gender	0	0	0	0	0	0	0	0	0	0	0	0
Religion	0	0	0	0	0	0	0	0	0	0	0	0
Sexual Orientation	0	0	0	0	0	0	0	0	0	0	0	0
Sexual Identity	0	0	0	0	0	0	0	0	0	0	0	0
Ethnicity	0	0	0	0	0	0	0	0	0	0	0	0
National Origin	0	0	0	0	0	0	0	0	0	0	0	0
Disability	0	0	0	0	0	0	0	0	0	0	0	0

\* Clery required universities to report Sex Offenses as Forcible and Non-Forcible for 2012 statistics. From 2013 forward, universities will report Rape, Fondling, Statutory Rape and Incest instead of the previous categories. Domestic Violence, Dating Violence and Stalking became new categories as per the Violence Against Women Act in 2013.

\*\* Beginning in 2014, all unfounded crimes are to be reported.

**Oregon State University – Hatfield Marine Science Center - Newport, OR**

Offense Category	On Campus			Residence Facilities			Noncampus			Public Property		
	2012	2013	2014	2012	2013	2014	2012	2013	2014	2012	2013	2014
Murder / Non-Negligent Manslaughter	N/A	0	0	N/A	0	0	N/A	0	0	N/A	0	0
Negligent Manslaughter	N/A	0	0	N/A	0	0	N/A	0	0	N/A	0	0
*Sex Offenses - Forcible	N/A	*	*	N/A	*	*	N/A	*	*	N/A	*	*
*Sex Offenses – Non-Forcible	N/A	*	*	N/A	*	*	N/A	*	*	N/A	*	*
*Rape	N/A	0	0	N/A	0	0	N/A	0	0	N/A	0	0
*Fondling	N/A	0	0	N/A	0	0	N/A	0	0	N/A	0	0
*Statutory Rape	N/A	0	0	N/A	0	0	N/A	0	0	N/A	0	0
*Incest	N/A	0	0	N/A	0	0	N/A	0	0	N/A	0	0
Robbery	N/A	0	0	N/A	0	0	N/A	0	0	N/A	0	0
Aggravated Assault	N/A	0	0	N/A	0	0	N/A	0	0	N/A	0	0
Burglary	N/A	0	0	N/A	0	0	N/A	0	0	N/A	0	0
Motor Vehicle Theft	N/A	0	0	N/A	0	0	N/A	0	0	N/A	0	0
Arson	N/A	0	0	N/A	0	0	N/A	0	0	N/A	0	0
**Unfounded	N/A	N/A	0	N/A	N/A	0	N/A	N/A	0	N/A	N/A	0
*Domestic Violence	N/A	0	0	N/A	0	0	N/A	0	0	N/A	0	0
*Dating Violence	N/A	0	0	N/A	0	0	N/A	0	0	N/A	0	0
*Stalking	N/A	0	0	N/A	0	0	N/A	0	0	N/A	0	0
Weapons Arrests	N/A	0	0	N/A	0	0	N/A	0	0	N/A	0	0
Drug Law Arrests	N/A	0	0	N/A	0	0	N/A	0	0	N/A	0	0
Liquor Law Arrests	N/A	0	0	N/A	0	0	N/A	0	0	N/A	0	0
<b>Disciplinary Referrals</b>												
Weapons Violations	N/A	0	0	N/A	0	0	N/A	0	0	N/A	0	0
Drug Law Violations	N/A	0	0	N/A	0	0	N/A	0	0	N/A	0	0
Liquor Law Violations	N/A	0	0	N/A	0	0	N/A	0	0	N/A	0	0
<b>Hate Crimes</b>												
Race	N/A	0	0	N/A	0	0	N/A	0	0	N/A	0	0
Gender	N/A	0	0	N/A	0	0	N/A	0	0	N/A	0	0
Religion	N/A	0	0	N/A	0	0	N/A	0	0	N/A	0	0
Sexual Orientation	N/A	0	0	N/A	0	0	N/A	0	0	N/A	0	0
Sexual Identity	N/A	0	0	N/A	0	0	N/A	0	0	N/A	0	0
Ethnicity	N/A	0	0	N/A	0	0	N/A	0	0	N/A	0	0
National Origin	N/A	0	0	N/A	0	0	N/A	0	0	N/A	0	0
Disability	N/A	0	0	N/A	0	0	N/A	0	0	N/A	0	0

\* Clery required universities to report Sex Offenses as Forcible and Non-Forcible for 2012 statistics. From 2013 forward, universities will report Rape, Fondling, Statutory Rape and Incest instead of the previous categories. Domestic Violence, Dating Violence and Stalking became new categories as per the Violence Against Women Act in 2013.

\*\* Beginning in 2014, all unfounded crimes are to be reported.

For the reported year 2012, Oregon State University - Hatfield Marine Science Center was not a separate campus and the crime statistics were reported with the Oregon State University - Corvallis statistics. For the reported years 2013 and 2014, Oregon State University - Hatfield Marine Science Center is being reported as a separate campus.

**OSU-Cascades - Bend, OR**

Offense Category	On Campus			Residence Facilities			Noncampus			Public Property		
	2012	2013	2014	2012	2013	2014	2012	2013	2014	2012	2013	2014
Murder / Non-Negligent Manslaughter	0	0	0	N/A	N/A	0	N/A	0	0	0	0	0
Negligent Manslaughter	0	0	0	N/A	N/A	0	N/A	0	0	0	0	0
*Sex Offenses - Forcible	1	*	*	N/A	N/A	*	N/A	*	*	0	*	*
*Sex Offenses - Non-Forcible	0	*	*	N/A	N/A	*	N/A	*	*	0	*	*
*Rape	N/A	0	1	N/A	N/A	1	N/A	N/A	0	N/A	N/A	0
*Fondling	N/A	0	0	N/A	N/A	0	N/A	N/A	0	N/A	N/A	0
*Statutory Rape	N/A	0	0	N/A	N/A	0	N/A	N/A	0	N/A	N/A	0
*Incest	N/A	0	0	N/A	0	0	N/A	0	0	N/A	0	0
Robbery	0	1	0	N/A	N/A	0	N/A	0	0	0	0	0
Aggravated Assault	0	0	1	N/A	N/A	1	N/A	0	0	0	0	0
Burglary	2	2	0	N/A	N/A	0	N/A	0	0	0	0	0
Motor Vehicle Theft	2	0	1	N/A	N/A	0	N/A	0	0	0	0	0
Arson	0	0	0	N/A	N/A	0	N/A	0	0	0	0	0
Unfounded	N/A	N/A	0	N/A	N/A	0	N/A	N/A	0	N/A	N/A	0
*Domestic Violence	N/A	0	1	N/A	N/A	1	N/A	N/A	0	N/A	N/A	0
*Dating Violence	N/A	0	1	N/A	N/A	1	N/A	N/A	0	N/A	N/A	0
*Stalking	N/A	1	2	N/A	N/A	0	N/A	N/A	0	N/A	N/A	0
Weapons Arrests	0	0	0	N/A	N/A	0	N/A	0	0	0	0	0
Drug Law Arrests	0	0	0	N/A	N/A	0	N/A	0	0	0	0	0
Liquor Law Arrests	3	0	0	N/A	N/A	0	N/A	0	0	0	0	0
<b>Disciplinary Referrals</b>												
Weapons Violations	0	0	0	N/A	N/A	0	N/A	0	0	0	0	0
Drug Law Violations	27	15	20	N/A	N/A	17	N/A	0	0	0	0	0
Liquor Law Violations	47	13	26	N/A	N/A	26	N/A	0	3	0	0	0
<b>Hate Crimes</b>												
Race	0	0	0	N/A	N/A	0	N/A	0	0	0	0	0
Gender	0	0	0	N/A	N/A	0	N/A	0	0	0	0	0
Religion	0	0	0	N/A	N/A	0	N/A	0	0	0	0	0
Sexual Orientation	0	0	0	N/A	N/A	0	N/A	0	0	0	0	0
Sexual Identity	0	0	0	N/A	N/A	0	N/A	0	0	0	0	0
Ethnicity	0	0	0	N/A	N/A	0	N/A	0	0	0	0	0
National Origin	0	0	0	N/A	N/A	0	N/A	0	0	0	0	0
Disability	0	0	0	N/A	N/A	0	N/A	0	0	0	0	0

\* Clery required universities to report Sex Offenses as Forcible and Non-Forcible for 2012 statistics. From 2013 forward, universities will report Rape, Fondling, Statutory Rape and Incest instead of the previous categories. Domestic Violence, Dating Violence and Stalking became new categories as per the Violence Against Women Act in 2013.

\*\* Beginning in 2014, all unfounded crimes are to be reported.

For the reported years of 2012 and 2013, OSU-Cascades did not report separate statistics for the residential facility co-located on the Central Oregon Community College campus.

## Law Enforcement Authority

### **The relationship between Oregon State University, Oregon State Police, and local law enforcement**

Oregon State University has entered into a contractual relationship with the Oregon State Police for law enforcement services on the Oregon State University Corvallis Campus. This contract provides Oregon State University with ten total Oregon State Police positions which include a Lieutenant/Station Commander, a Sergeant, and eight Troopers. Personnel from the Springfield Patrol Office of the Oregon State Police may respond to campus to conduct investigations when necessary.

Hatfield Marine Science Center has a relationship with the Newport Police Department for crimes that happen on land. The Oregon State Police and the U.S. Coast Guard – Station Yaquina Bay will assist when needed on water.

OSU-Cascades has a working relationship with the Campus Security Department of Central Oregon Community College and the Bend Police Department for crimes that occur on Oregon State University property.

### **Oregon State Police / Department of Public Safety**

On the Oregon State University Corvallis Campus, law enforcement services are provided by the Oregon State Police. The Department of Public Safety provides security services. The Oregon State Police Troopers of the University Patrol Office have complete police authority to apprehend and arrest anyone involved in illegal acts on campus and throughout the State of Oregon. If minor offenses involving university rules and regulations are committed by a student, the Oregon State Police or other local law enforcement agencies may also refer the individual to the Office of Student Conduct and Community Standards.

Officers of the Department of Public Safety have the authority to ask persons for identification and to determine whether individuals have lawful business on the Oregon State University. They have the authority to enforce Oregon State University Policies and Standards. Department of Public Safety Officers do not possess arrest powers. Department of Public Safety Officers possess citizen's arrest powers, but do not typically exercise these powers. Oregon State Police respond and have sole authority and jurisdiction on all criminal matters on campus.

Major offenses such as Rape, Murder, Aggravated Assault, Robbery and Motor Vehicle Theft are reported to the Department of Public Safety and Oregon State Police. The prosecution of all criminal offenses, both Felony and Misdemeanor, are conducted at the Benton County Circuit Court.

Oregon State Police personnel work closely with local, state and federal police agencies and have direct radio communications with the Corvallis Police Department and Benton County Sheriff's Office on the university police radio network. The Department of Public Safety Dispatch Center is not part of the Benton County 911 Emergency System.

By mutual agreement with state and federal agencies, the University Patrol Office of the Oregon State Police maintains a NLET terminal (National Law Enforcement Telecommunications Network) and has access to LEDS (Law Enforcement Data System). Through this system, law enforcement personnel can access information contained on state and NCIC (National Crime Information Center) which is a federal law enforcement database. These systems are used for accessing criminal history data, nationwide law enforcement records, driver/vehicle information, as well as other local, state, and federal law enforcement information.

The Department of Public Safety and Oregon State Police patrol our campus which generally ranges from Monroe Avenue on the north, SW 11th Street on the east, SW 35rd Street on the west, and SW Western Boulevard on the south. Certain portions of the university's owned or controlled property may extend beyond these boundaries.

Any Oregon State University owned or controlled property in outlying areas in Benton County is patrolled by the Corvallis Police Department or the Benton County Sheriff's Office. Through coordination with local law enforcement agencies, any criminal activity that occurs in Noncampus locations of student organizations, is monitored and recorded. This information is provided to the Office of Student Conduct and Community Standards for any action or follow up that may be required.

### **Corvallis - Police Authority**

Officers of the Corvallis Police Department and Benton County Sheriff's Office have full police authority and may enforce all municipal, state, and federal statutes. The Department of Public Safety maintains a highly professional working relationship with the Corvallis Police Department and the Benton County Sheriff's Office.

### **OSU-Cascades - Police Authority**

Criminal activity at the OSU-Cascades is monitored and recorded by the Bend Police Department. Officers of the Bend Police Department have full police authority and may enforce all municipal, state, and federal statutes. The Office of Student Conduct and Community Standards and the Oregon State Police enjoy a close working relationship with the Bend Police Department.

The Central Oregon Community College ("COCC") Public Safety Officers provide security services on the COCC campus on which OSU-Cascades resides. Officers of Central Oregon Community College (COCC) have the authority to ask persons for identification and to determine whether individuals have lawful business on the COCC campus however, they do not possess arrest powers.

OSU-Cascades is located on the Central Oregon Community College campus and occupies one building located at 2600 NW College Way. A link to the facility is available at [osucascades.edu/map-and-directions-cascades-hall](http://osucascades.edu/map-and-directions-cascades-hall).

### **Hatfield Marine Science Center - Police Authority**

Criminal activity at the Hatfield Marine Science Center is monitored and recorded by the Newport Police Department. Officers of the Newport Police Department have full police authority and may enforce all municipal, state, and federal statutes. The Office of Student Conduct and Community Standards and the Oregon State Police enjoy a close working relationship with the Newport Police Department.

Hatfield Marine Science Center boundaries in Newport are encompassed by the Yaquina Bay on three sides with access to the facility by way of SE Marine Science Drive. A link to the facility's map: [hmsc.oregonstate.edu/files/visitor-center/visit/docs/map-hmsc-bldgs.pdf](http://hmsc.oregonstate.edu/files/visitor-center/visit/docs/map-hmsc-bldgs.pdf).

## Reporting of Crimes or Emergencies

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

All individuals are strongly encouraged to accurately and promptly report all crimes and emergencies. Reports may be made in person, by phone or by using the Blue Light phones found in many locations around the Oregon State University Corvallis Campus.

### To whom should the report be made?

<b>All Emergencies On and Off Campus:</b>	
<b>911</b>	
<b>On-Campus Crimes:</b>	<p>The Department of Public Safety          Cascade Hall, Room 200          601 SW 17th Street          Corvallis, OR 97333</p> <p><b>Emergency Line: 541-737-7000</b>          Non-Emergency Line: 541-737-3010</p>
<b>Off-Campus Non-Emergencies:</b>	<p>Corvallis Police Department: 541-766-6924          Corvallis Fire Department: 541-766-6961          Benton County Sheriff's Office: 541-847-5100          Newport Police Department: 541-574-3348          Newport Fire Department: 541-265-9461          Bend Police Department: 541-322-2960          Bend Fire Department: 541-322-6309</p>

Any suspicious activity or person seen in the parking lots or loitering around vehicles, inside buildings or around the residential halls should be immediately reported to the Department of Public Safety. For off-campus options, you may report to the Corvallis Police Department, the Benton County Sheriff's Office or local law enforcement for the area in which the crime occurred.

The Oregon State Police, Corvallis Police Department, and the Benton County Sheriff's Office have a mutual aid and working agreement. Each department augments the other within their jurisdictions during mutual investigations, arrests, and prosecutions.

Representatives from the University Patrol Office of the Oregon State Police and the Department of Public Safety attend monthly meetings with local law enforcement agencies to exchange ideas and discuss problems which may be of concerns for the university community.

### Response to Reports

All reported crimes will be investigated by Oregon State Police, the university (for disciplinary action), or local law enforcement and may be a matter of public record. Oregon State Police incident reports are forwarded for review and referral to the Student Conduct and Community Standards Office and/or the Office of Equity and Inclusion for potential action, as appropriate.

**Persons wishing to make a voluntary confidential report**

The Office of Audit Services (OAS) provides an independent, objective, assurance and consulting activity. One aspect of this service is the availability of the Fraud, Waste and Abuse Hotline. When employees do not feel comfortable discussing a matter directly with the OAS or campus management, reporting can be made through the OSU hotline: 1-855-388-4971 or [secure.ethicspoint.com/domain/media/en/gui/41096/index.html](http://secure.ethicspoint.com/domain/media/en/gui/41096/index.html).

**Anonymous Reporting of Crimes of Sexual Violence**

In Oregon, police reports are public records and information contained in those records may not be kept confidential. Consequently, Oregon State University does not have a means of making a confidential or anonymous report of sexual violence, sexual harassment, or any other crime. Oregon State University does not have a voluntary confidential reporting procedure and, therefore, professional and pastoral counselors cannot notify their clients of that type of reporting option at the university.

**Incidents of Sexual Harassment or Sexual Violence**

It is the university's obligation to take reasonable steps to eliminate sexual violence and harassment, prevent its reoccurrence and address the effects. In every instance, the university will seek to honor a survivor's desire to remain anonymous and will take reasonable steps to respond in the manner consistent with such requests. However, we do not have the ability to guarantee that personal information or the details of your reports will remain confidential.

Survivors who wish to discuss the incident and maintain confidentiality may do so with a licensed psychological counselor at the Office of Counseling and Psychological Services at 541-737-2131. All other state employees, including students working as resident advisors, faculty advisors to student groups, athletic coaches, must immediately pass on information you provide to the Department of Public Safety Dispatch Center at 541-737-3010.

**Oregon State University Encourages Accurate and Prompt Reporting of Crimes**

Oregon State University has a responsibility to inform the campus community about crimes that pose a serious or continuing threat to safety.

Students, faculty, and staff of Oregon State University are encouraged to report such crimes or incidents to the Department of Public Safety Dispatch Center at 541-737-7000 (emergency line) or 541-737-3010 (non-emergency line) at the earliest possible moment to allow the Oregon State Police or the Department of Public Safety to assess the crime for a Timely Warning notice or an Emergency Notification.

Delaying the reporting of such incidents may prevent the Oregon State Police and the Department of Public Safety from making a Timely Warning or Emergency Notification to the campus community in accordance with the requirements established by the Clery Act. Additionally, crimes that are reported are included when appropriate in the annual statistical disclosure.

## University Policies, Procedures, and Programs

The following section of this report provides you with information about various security and safety related issues for people who live, study, work or visit Oregon State University. By making this information available, our goal is to provide the community with the information necessary to protect themselves from threats to their health and safety potentially occurring on our campus.

These policies, including those regarding residential facilities, apply to Oregon State University Corvallis Campus, Hatfield Marine Science Center, and OSU-Cascades, unless otherwise specified below.

### Emergency Response and Notification

Oregon State University will immediately notify the campus community, or the appropriate segments of the community, when a serious incident occurs that causes an immediate threat to the campus. Officers with the Department of Public Safety and/or Troopers with the Oregon State Police, as appropriate, will be sent to the location of the incident to determine if the report is valid.

#### Examples of emergencies that would result in immediate notification:

- Outbreak of meningitis, norovirus, or other serious illness
- Approaching tornado or other extreme weather
- Earthquake
- Gas leak
- Terrorist attack
- Armed intruder
- Bomb threat
- Civil unrest or rioting
- Explosion
- Nearby chemical or hazardous waste spill

#### Examples of situations that would not necessitate an emergency notification:

- Power outage
- Snow closure
- String of larcenies

Oregon State University's response to these situations would be determined on a case by case basis.

The first responders to the scene are usually the members of the Oregon State Police, Corvallis Police Department, and the Corvallis Fire and Emergency Medical Services Department. They typically respond and work together to manage an incident. Depending on the nature of the incident, other Oregon State University departments and other local or federal agencies could also be involved in responding. Oregon State Police Troopers and supervisors have received training in incident command and responses to critical incidents on campus.

#### Notification to the Oregon State University Community about an Immediate Threat

If Oregon State Police or the Department of Public Safety confirms that there is an emergency or dangerous situation that poses an immediate threat to the health or safety of the community, some or all members of Department of Public Safety, Oregon State Police, University Relations and Marketing and other university leadership will collaborate to determine the content of the notification. Oregon State Police or Department of Public Safety have the authority to

distribute an immediate notification to the Oregon State University community in situations when university leadership is unavailable.

The Department of Public Safety, Oregon State Police and University Relations and Marketing will, without delay and taking into account the safety of the community, determine the content of the notification and initiate the notification system, unless issuing a notification will, in the judgment of the first responders (including, but not limited to: Oregon State Police, CPD, and/or the CFD), compromise the efforts to assist a victim or to contain, respond to, or otherwise mitigate the emergency.

Those offices will use some or all of the systems described below to immediately communicate the threat to the Oregon State University Community or to the appropriate segment of the community or campus (if the threat is limited to a particular building or segment of the population or to a particular campus).

System Used	Primary Message Creator	Backup Message Creator	Authority for Approving and Sending Messages	Primary Message Sender	Backup Message Sender
<b>Primary</b>					
OSU Alert (ONID email)	OSP/DPS/URM	OSP/DPS	OSP/DPS/URM	DPS	Provost = Employees Registrar = Students
Phone Calls (Reverse Dial)	OSP/DPS/URM	OSP/DPS	OSP/DPS/URM	DPS	N/A
<b>Secondary</b>					
Oregon State University Recorded Line 541-737-8000	OSP/DPS/URM	OSP/DPS	OSP/DPS/URM	DPS	N/A
Vehicle PA System	OSP/DPS/URM	OSP/DPS	OSP/DPS/URM	DPS	N/A
Social Media	URM	N/A	URM	URM	N/A
Oregon State University Website	URM	N/A	URM	URM	N/A
Fire Alarms	OSP/DPS	N/A	OSP/DPS	OSP/DPS	N/A
<b>OSP = Oregon State Police    DPS = Department of Public Safety    URM = University Relations and Marketing</b>					

The university may also use face to face communication and/or the posting of flyers.

Students, faculty, and staff members are automatically added to the OSU Alert System to receive email messages through their ONID accounts. If individuals want to receive communication via text, voicemail or an alternate email address they must register with OSU Alert to receive messages on those devices by going to the website [main.oregonstate.edu/alerts/osu-alert-portal](http://main.oregonstate.edu/alerts/osu-alert-portal) and answering a few questions. This service is free and can provide you with a text, email, or voice mail message.

Individuals can also call the Oregon State University recorded information telephone line at 541-737-8000 for updates. Department of Public Safety and Oregon State Police vehicles are equipped with Public Address Systems and these vehicles can be strategically placed throughout the campus to facilitate communication through the PA system.

The Office of University Relations and Marketing also communicates via social networking and the Oregon State University website. Follow up messages will be sent to the Oregon State University community using some or all of the methods described above. Students can add others, such as parents, to the OSU Alert system via their account.

In the event that a crime is reported at OSU-Cascades, they would proceed to follow the guidelines set in place by the Central Oregon Community College. Here is a link to their Public Safety Department: [cocc.edu/public-safety/emergency-preparation-at-cocc/](http://cocc.edu/public-safety/emergency-preparation-at-cocc/).

In the event that a crime is reported at the Hatfield Marine Science Center, Hatfield would proceed to contact the Newport Police Department to issue an advisory through the Nixle Emergency Notifications System. Here is a link to sign up for notifications from Newport and surrounding areas: [nixle.com/resident-resources](http://nixle.com/resident-resources).

Members of the larger community who are interested in receiving information about emergencies on campus can use the Recorded Line, sign up for Oregon State University social media accounts, or visit the Oregon State University website.

### **Emergency Response Procedures**

The university's Emergency Operation Plan includes information about Incident Teams, university operating status parameters, incident priorities and performance expectations, shelter-in-place and evacuation guidelines, and local contingency and continuity planning requirements. University Colleges/Departments are responsible for developing emergency operation plans and continuity of operations plans for their staff and areas of responsibility.

The university conducts numerous emergency response exercises each year, such as table top exercises, field exercises, and tests of the emergency notification systems on campus. One or more of the procedures are tested at least once per year. Following each exercise, participants evaluate the effectiveness of the plan, determine if specific objectives of the test were accomplished, and make recommendations for improvement. Exercise results are shared with Oregon State University Administration and Emergency Operation Center teams for implementation of improvements.

General information about the emergency response and evacuation procedures for Oregon State University are available on the Oregon State University Emergency Preparedness website: [studentlife.oregonstate.edu/ccr/safety/emergency-preparedness-and-disaster-management](http://studentlife.oregonstate.edu/ccr/safety/emergency-preparedness-and-disaster-management).

## **Timely Warnings**

### **Circumstances for which a warning will be issued**

Timely Warning notifications will be distributed as soon as pertinent information is available for any reported Clery Act crime that occurs on Oregon State University geography and represents a serious or continuing threat to the campus community. The issuance of a Timely Warning depends on the facts of the incident and the information known by Oregon State Police or the Department of Public Safety. Incidents of aggravated assault and sex offenses are considered on a case by case basis. For example, if an aggravated assault occurs between two students who have a disagreement, there may be no ongoing threat to other Oregon State University community members and a Timely Warning would not be distributed. Sometimes incidents involving Sexual Assault are reported long after the incident occurred. In these instances it would not be effective to distribute a Timely Warning notice to the community.

### **Office responsible for issuing the warning**

In all situations that could pose an ongoing or serious threat to the Oregon State University community, some or all members of Department of Public Safety, Oregon State Police, University Relations and Marketing and other university leadership will collaborate to determine the content of the Timely Warning. Oregon State Police or Department of Public Safety have the authority to distribute a Timely Warning to the Oregon State University community in situations when university leadership is unavailable.

The chart below describes the departments who have the authority to develop the content and initiate a Timely Warning notice.

System Used	Primary Message Creator	Backup Message Creator	Authority for Approving and Sending Messages	Primary Message Sender	Backup Message Sender
<b>Primary</b>					
OSU Alert (ONID email)	OSP/DPS/URM	OSP/DPS	OSP/DPS/URM	DPS	Provost = Employees Registrar = Students
Phone Calls (Reverse Dial)	OSP/DPS/URM	OSP/DPS	OSP/DPS/URM	DPS	N/A
<b>Secondary</b>					
Social Media	URM	N/A	URM	URM	N/A
Oregon State University Website	URM	N/A	URM	URM	N/A
<b>OSP = Oregon State Police    DPS = Department of Public Safety    URM = University Relations and Marketing</b>					

The university may also use face to face communication and/or the posting of flyers.

In the event that a crime is reported at OSU-Cascades, they would proceed to follow the guidelines set in place by the Central Oregon Community College. Here is a link to their Public Safety Department: [cocc.edu/public-safety/emergency-preparation-at-cocc/](http://cocc.edu/public-safety/emergency-preparation-at-cocc/).

In the event that a crime is reported at the Hatfield Marine Science Center, Hatfield would proceed to contact the Newport Police Department to issue an advisory through the Nixle Emergency Notifications System. Here is a link to sign up for notifications from Newport and surrounding areas: [nixle.com/resident-resources](http://nixle.com/resident-resources).

### Missing Students: On Campus Resident Policy

Students, staff, faculty, parents/legal guardians, Campus Security Authorities or any other person who is aware that a student, who resides on campus, is missing should report that information immediately. Reports should be made to the Department of Public Safety Dispatch Center at 541-737-7000 (emergency) or 541-737-3010 (non-emergency), or in person at Cascade Hall, Rm. 200, 601 SW 17th Street, Corvallis, Oregon 97333

All on campus residents must provide a specific confidential contact when registering for on campus housing. This contact can be the same as your general emergency contact. The contact that you list will be kept confidential and accessed only by authorized university officials. It will not be disclosed, except to law enforcement personnel in furtherance of a missing person investigation. This contact will be notified within 24 hours from the time the student has been determined missing.

If the student is under 18 years of age and not emancipated, the institution must notify a custodial parent or guardian within 24 hours of the determination that the student is missing, in addition to notifying any additional contact person designated by the student. Regardless of whether the student has identified a specific contact person, is above the age of 18, or is an emancipated minor, Oregon State University will inform the Department of Public Safety that the student is missing within 24 hours.

## Emergency Evacuation Procedures

### Oregon State University Corvallis Campus

Evacuation drills are coordinated by University Housing and Dining Services (UHDS) four times a year for all of the residence halls. Twice during fall term and once during winter and spring terms. The drills are completed by the second week of each term.

Thus, the emergency response and evacuation procedures are tested at least twice each year and, for some of the buildings, four times a year. Students 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. The university also informs residents in advance about the designated locations for long-term evacuations. In both cases, Oregon State University and UHDS 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 fire or other emergency. At Oregon State University, evacuation drills are used as a way to educate and train occupants on fire safety issues specific to their building. Emergency procedure, including evacuation routes, are posted on the back of every residence hall room door.

During the drill, occupants 'practice' drill procedures and familiarize themselves with the location of exits and the sound of the fire alarm. In addition to educating the occupants of each building about the evacuation procedures during the drills, the process also provides the university with an opportunity to test the operation of fire alarm system components.

Evacuation drills are monitored by the Department of Public Safety, EH&S, and UHDS staff to evaluate egress and behavioral patterns. Reports are prepared by participating departments which identify deficient equipment so that repairs can be made as soon as possible. Recommendations for improvements are also submitted to the appropriate departments/offices for consideration. UHDS staff will publish a summary of its emergency response and evacuation procedures each calendar year.

Students receive information about evacuation procedures during their first floor meetings and during other educational sessions that they can participate in throughout the year. The residence hall staff members are trained in these procedures as well and act as an ongoing resource for the students living in residential facilities. Students are informed that shelter-in-place instructions will be sent through OSU Alert.

In addition to UHDS, Oregon State University Emergency Preparedness conducts announced and unannounced drills and exercises each year and conducts follow-through activities designed for assessment and evaluation of emergency plans and capabilities.

### Fire Evacuation Procedures

- Activate Fire Alarm.
- Call 911 (cell phones work too).
- Notify occupants as you **evacuate**.
- DO NOT use elevators.
- Feel doors - DO NOT open hot doors.
- Only attempt to extinguish a fire if trained.

### Injury or Illness Procedures

- Call 911.
- Keep victim still and comfortable.
- Render first aid if trained.
- Send someone to meet the ambulance.
- If the injured person is an employee, report the injury to the department head or supervisor.
- **Poison Control: 1-800-222-1222.**

### General Evacuation Procedures

When alarm activates or if instructed:

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

### Bomb Threat Procedures

- Keep caller on the phone and listen for details (speech patterns, background noises, etc.).
- Look at telephone display and write down the number.
- Call the Department of Public Safety Dispatch Center at **541-737-7000**.
- **Evacuate.**

### Power Outage Procedures

- Remain calm and stay where you are; refer to your department's **evacuation plan**.
- If directed, **evacuate**.
- Do not re-enter a building without clearance to do so.
- Call the Department of Public Safety Dispatch Center at **541-737-7000** for information.
- Secure experiments; close chemical containers and fume hood sashes as you leave.
- Turn off equipment as appropriate.
- Assist persons with disabilities.
- Notify others in your department according to your department's **emergency action plan**.

### Crime Procedures

- Do not attempt to apprehend or interfere.
- Call 911.
- Give your name, location, department, and as many details as possible.

### Suspicious Person Procedures

- Do not confront.
- Notice details (age, face, hair, clothing, direction of travel, possible weapon).
- Lock doors, turn off lights and wait until threat leaves. Call the Department of Public Safety Dispatch Center at **541-737-7000**.

### Suspicious Object Procedures

- DO NOT touch or move anything.
- Call the Department of Public Safety Dispatch Center at **541-737-7000** and **evacuate**.

### Hazardous Substance Release Procedures

- Contain spill if trained and if safe to do so.
- For *routine service*, contact work coordination at **541-737-2969**.
- For *immediate response*, contact the Department of Public Safety Dispatch Center at **541-737-7000**.
- Move away or **evacuate** if there is a health risk.
- Notify others and close doors as you leave.
- Notify incident responders if you have details about the hazardous substance.

### Shelter-in-Place Procedures

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-seeking an interior room-until you are told it is safe to come out. If your building is damaged and the situation permits, take your personal belongings (purse, wallet, university ID 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 designated 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 including the Oregon State Police, Department of Public Safety, UHDS, other university employees, CPD, 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 designated 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, and
  - 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 if applicable.
5. Close vents to ventilation systems as you are able. University staff will turn off ventilation as quickly as possible.

6. Make a list of the people with you and ask someone (residence hall staff, faculty, or other staff) to call the list in to Oregon State Police (541-737-3010) 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.

### **Oregon State University - Hatfield Marine Science Center**

Some differences exist between the policies and procedures at the Corvallis campus and Hatfield Marine Science Center. The Hatfield Marine Science Center conducts semi-annual tsunami evacuation drills every spring and fall and a single fire drill in the spring. The drills are monitored by university administration. HMSC Evacuation Plan description can be found at [hmsc.oregonstate.edu/tsunami-evacuation](http://hmsc.oregonstate.edu/tsunami-evacuation).

### **OSU-Cascades**

The residential hall utilized by OSU-Cascades students is owned and operated by Central Oregon Community College. For 2014, Central Oregon Community College conducted one fire drill of the facility. The Central Oregon Community College Department of Campus Public Safety monitored the evacuation and checked the emergency doors, alarms, and fire extinguishers monthly to ensure they were in place and functioning properly. The results of the evacuation are released in an official college report, available online or in hardcopy form from Central Oregon Community College. The report documents the test, deficiencies that were identified, and how those deficiencies are being addressed.

The residence hall, Juniper Hall, receives a yearly inspection by the City of Bend Fire Department as well as fire extinguisher inspections, repair, and replacement by a certified private provider. All students are provided training at the beginning of the fall term (or when they begin their tenancy) on fire safety, evacuation, and response to emergencies. The training is performed by staff from the Department of Campus Public Safety as well as Housing Staff, Student Services, and other departments of Central Oregon Community College. Evacuation information is available in the residence building (on room doors, bathroom doors, and in hallways) as well as the Central Oregon Community College Department of Campus Public Safety at [cocc.edu/public-safety/emergency-preparation-at-cocc/](http://cocc.edu/public-safety/emergency-preparation-at-cocc/).

The Central Oregon Community College Department of Campus Public Safety maintains, available for public inspection, a fire log, generated through the department's database system that includes a listing of all fires that occur in the residence hall. The report includes the date, time and type of fire as well as the specific location.

## **Security and Access Policy**

### **Security and Access to Campus Facilities**

Campus buildings and facilities access is controlled by a standard lock and unlock schedule. This schedule is maintained and updated by the Schedule Desk and the Department of Public Safety. Access outside of the schedule is granted by key or electronic access or by contacting the Department of Public Safety.

Residence halls are secured 24 hours a day with the exception of move in day. Over extended breaks, the doors of all residence halls will be secured around the clock. Some facilities may have individual hours, which may vary at different times of the year. Examples are the Valley Library, Education Hall, and Langton Hall. In those cases, the facilities will be secured according to schedules developed by the department responsible for those facilities. Access to the 2<sup>nd</sup> floor of Cascade Hall is open 24 hours a day for access to the Department of Public Safety and the Oregon State Police.

Emergencies may necessitate changes or alterations to any posted schedules. Areas that are revealed to be problematic will have security surveys conducted. This information shall be forwarded to the appropriate building manager for resolution. Administrators from the Dean's Office, Facilities Services, University Housing and Dining Services, or any person or department that has responsibility over specific areas of campus. These surveys examine security issues such as landscaping, locks, alarms, lighting, and communications. Security concerns discovered by, or reported to, the Department of Public Safety are reviewed daily and contact is made with building managers and other persons in authority to resolve them in a timely manner.

The Department of Public Safety and the Oregon State Police regularly patrol around the perimeter and streets near all Corvallis campus buildings, and assist Corvallis campus Resident Directors and Resident Assistants in evening rounds upon request.

### **Security considerations used in the maintenance of campus facilities**

Oregon State University requires the successful completion of a criminal history check for all staff who perform maintenance or repair in student housing facilities where interaction with persons under 18 years of age in a private setting is likely to occur. Criminal history checks are also performed for those with functions or duties that require the possession of master keys to housing and dining facilities.

Doors, windows, locks, and other elements of the security system for an individual building receive maintenance on a priority basis. For example, maintenance for a broken window in a building with little or no valuable equipment may be deferred to a later time. However, a residence hall with a broken window that allows access to the building will be secured as soon as maintenance personnel can be summoned to the location.

### **Security Awareness Programs**

During student orientation in June, July and August Corvallis campus students are informed of services offered by the University Patrol Office of the Oregon State Police and the Department of Public Safety. PowerPoint® presentations outline ways to maintain personal safety and residence hall security. Students are told about crime on campus and in surrounding neighborhoods. Crime Prevention programs and Sexual Assault Prevention programs are offered on a continual basis. Periodically during the academic year, the Oregon State Police, in cooperation with other university organizations and departments, present crime prevention awareness services on Sexual Assault (Rape and acquaintance Rape), Rohypnol abuse, theft, and vandalism as well as educational sessions on personal safety and residence hall security. A common theme of all awareness and crime prevention programs is to encourage students and employees to be aware of their responsibility for their own security and the security of others. In addition to seminars, information is disseminated to students and employees through crime prevention awareness packets, security alerts posters, displays, videos and web pages such as [oregonstate.edu/dept/security/](http://oregonstate.edu/dept/security/), and articles and advertisements in university and student newspapers.

### **Education of Members of the University Community**

The Oregon State Police, the Department of Public Safety, the Office of Environmental Health and Safety, and the University Housing and Dining Services Department officials, participate in forums and programs in residence halls to address students and explain university security, public safety, and fire safety measures and procedures at Oregon State University.

Members of the Department of Public Safety conduct crime prevention and general security and safety awareness presentations when requested by various community groups including students and employees of the university. During these presentations, the following information is typically provided:

- Crime Prevention Tips
- Statistics on Crime at Oregon State University
- Fire Safety Information
- Campus Security Procedures and Practices

In addition to encouraging participants to be responsible for their own security and safety, they are encouraged to be responsible for the security and safety of others on campus.

The Department of Public Safety organizes and sets up a crime prevention and education display tables staffed by officers at various locations throughout the year. This activity provides an opportunity for the Department of Public Safety Staff to hand out safety related information and to answer individual questions.

New employee orientation includes the distribution of crime prevention and fire safety materials to all new employees of the institution. The Department of Public Safety has also provided the following services in support of the university's safe campus objectives:

- **Academic Liaison Program** – This program assigns specific campus buildings to specific patrol officers who then seek to establish a close working relationship with building staff and occupants to foster better communication about safety and security issues affecting these locations.
- **Building Security Assessments** – The Department of Public Safety Officers conduct security assessments of buildings and facilities to make recommendations for security enhancements such as alarm systems, video surveillance, improved door and window security measures, etc.
- **Fingerprinting Services** – This service assists the Office of Human Resources and University Housing and Dining Services to conduct criminal history checks of potential employees who will have security-sensitive access.
- **Stop Tag** – Metal ID tags are affixed to university and student owned computers and other electronic devices to deter theft and assist in its recovery.

The Oregon State Police provides the following services in support of the university's safe campus objectives:

- **START Program Presentation** – 6,000 students and parents have participated in these presentations where safety and security issues are discussed. Here is a link to the START website: [oregonstate.edu/newstudents/start/home](http://oregonstate.edu/newstudents/start/home).
- **Crime Prevention Programs** – Crime Prevention Programs on personal safety and theft prevention are sponsored by various campus organizations throughout the year. The University Patrol Office of the Oregon State Police facilitates programs for students, parents, faculty, and new employees. Student organizations and community organizations, in addition to annual programs for University Housing and Dining Services Resident Advisors, provide a variety of educational strategies and tips on how to protect themselves from Sexual Assault, theft, and other crimes. To request a presentation, contact the Department of Public Safety or the Oregon State Police at 541-737-3010.

## Alcohol and Drug Use at the University

### Alcohol Use Statement

The possession, sale, or furnishing of alcohol on the university campus is governed by the Oregon State University Policies and Standards. Laws regarding the illegal possession, sale, use, consumption, or furnishing of alcohol are enforced by Troopers of the University Patrol Office of the Oregon State Police, and other peace officers who may patrol the campus during athletic events or when providing assistance to the Oregon State Police.

The Oregon Liquor Control Commission investigators are also commissioned police officers. They have jurisdiction to patrol the Oregon State University and the City of Corvallis and enforces state laws pertaining to alcohol possession, sale, and consumption.

The Oregon State University policy for alcohol use on campus can be found at [fa.oregonstate.edu/publicsafety/campus-safety-information/alcohol-and-drugs-campus](http://fa.oregonstate.edu/publicsafety/campus-safety-information/alcohol-and-drugs-campus).

Oregon Revised Statutes dealing with alcohol can be found at [oregonlegislature.gov/bills\\_laws/lawsstatutes/2013ors471.html](http://oregonlegislature.gov/bills_laws/lawsstatutes/2013ors471.html).

### Drug Use Statement

The Oregon State University campus has been designated as “Drug Free”. The illegal possession, sale, use, manufacturing, or distribution of any controlled substance is illegal under both State and federal laws.

Enforcement of state and federal drug laws are strictly enforced by the Oregon State Police. Violators are subject to university disciplinary action, criminal prosecution, fine, and imprisonment.

Oregon Revised Statutes dealing with drugs may be found here: [oregonlegislature.gov/bills\\_laws/lawsstatutes/2013ors475.html](http://oregonlegislature.gov/bills_laws/lawsstatutes/2013ors475.html).

### Enforcement of State Underage Drinking Laws and Drug Laws

The enforcement of alcohol laws on campus is the primary responsibility of the University Patrol Office of the Oregon State Police. Such laws are strictly enforced by the Oregon State Police. Violators are subject to the Oregon State University disciplinary actions, criminal prosecution, fine, and imprisonment. It is unlawful to sell, furnish, or provide alcohol to a person under the age of 21. The possession of alcohol by anyone less than 21 years of age in a public place or a place open to the public is illegal.

It is also a violation of the Oregon State University Alcohol Policy for anyone to consume or possess alcohol in any public or private areas of campus without prior University approval. Organizations or a group violating alcohol or substance abuse policies or laws may be subject to sanctions by the university.

### Substance Abuse Education Programs

Oregon State University has developed a program to prevent the abuse of alcohol and the illicit use of drugs by students and employees. The program offers services related to alcohol and drug use and abuse including dissemination of informational materials, educational programs and counseling services.

Oregon State University’s Student Health Services provides an overall coordination of the Drug Free School Program. In compliance with the Drug Free Schools and Communities Act of 1989, Oregon State University has the following policies available at: [fa.oregonstate.edu/publicsafety/campus-safety-information/alcohol-and-drugs-campus](http://fa.oregonstate.edu/publicsafety/campus-safety-information/alcohol-and-drugs-campus).

Many services are the responsibility of other areas of the institution:

- Alcohol and Drug Education – Student Health Services at Plageman Hall
- Counseling Services – Counseling and Psychological Services 5th Floor Snell Hall and the University Nurse
- Referral Services – The Office of Student Conduct and Community Standards, the Employee Assistance Program, Department of Health Promotion
- Disciplinary Actions – Office of Human Resources, University Housing and Dining Services, and Office of Student Conduct and Community Standards

## Policies, Procedures, and Resources in Support of the Violence Against Women Act

Oregon State University prohibits the offenses of Domestic Violence, Dating Violence, Sexual Assault and Stalking (as defined by the Clery Act) and reaffirms its commitment to maintaining a campus environment that emphasizes the dignity and worth of all members of the university community. Toward that end, Oregon State University issues this statement of policy to inform the campus community of our programs to address Domestic Violence, Dating Violence, Sexual Assault and Stalking as well as the procedures for institutional disciplinary action in cases of alleged Dating Violence, Domestic Violence, Sexual Assault, or Stalking, which will be followed regardless of whether the incident occurs on or off campus when it is reported to a university official.

Oregon State University does not discriminate on the basis of gender in its educational programs and sexual harassment and sexual violence are types of sex discrimination. Other acts can also be forms of sex-based discrimination and are also prohibited whether sexually based or not and include Dating Violence, Domestic Violence, and Stalking.

Compliance with the provisions of the Violence Against Women Act does not constitute a violation of section 444 of the General Education Provisions Act (20 U.S.C. 1232g), commonly known as the Family Educational Rights and Privacy Act of 1974 (FERPA).

If a report of sexual violence is received by the university, the university will take prompt and effective steps to end the sexual violence, prevent its recurrence, and address its effects. This section identifies the policies, procedures, and resources for offenses of sexual violence.

## 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:

### 1. **Domestic Violence:**

- a. A Felony or Misdemeanor crime of violence committed by—
  - i. A current or former spouse or intimate partner of the victim;
  - ii. A person with whom the victim shares a child;
  - iii. A person who is cohabitating with or has cohabitated with the victim as a spouse or intimate partner;
  - iv. A person similarly situated to a spouse of the victim under the domestic or family violence laws of the jurisdiction receiving grant monies (Under VAWA); or
  - v. 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.
  
- b. For the purposes of complying with the requirements of this section and section 668.41 of the Federal Register 34 CFR, any incident meeting this definition is considered a crime for the purposes of Clery Act reporting.

### 2. **Dating Violence:**

- a. Violence committed by
  - i. A person who is or has been in a social relationship of a romantic or intimate nature with the victim; and
  - ii. Where the existence of such a relationship shall be determined based on a consideration of the following factors:
    1. The length of the relationship
    2. the type of relationship
    3. The frequency of interaction between the persons involved in the relationship.
  
- b. For the purposes of complying with the requirements of this section and section 668.41 of the Federal Register 34 CFR, any incident meeting this definition is considered a crime for the purposes of Clery Act reporting.

### 3. **Sexual Assault:**

- a. 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 if incapable of giving consent.”
  - i. 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.
  - ii. 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.
  - iii. Incest is defined as sexual intercourse between persons who are related to each other within the degrees wherein marriage is prohibited by law.
  - iv. Statutory Rape is defined as sexual intercourse with a person who is under the statutory age of consent.

**4. Stalking:**

- a. Engaging in a course of conduct directed at a specific person that would cause a reasonable person to—
  - i. Fear for the person’s safety or the safety of others; or
  - ii. Suffer substantial emotional distress.
  
- b. For the purposes of this definition—
  - i. 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.
  - ii. Reasonable person means a reasonable person under similar circumstances and with similar identities to the victim.
  - iii. Substantial emotional distress means significant mental suffering or anguish that may, but does not necessarily, require medical or other professional treatment or counseling.
  
- c. For the purposes of complying with the requirements of this section and section 668.41 of the Federal Register 34 CFR, any incident meeting this definition is considered a crime for the purposes of Clery Act reporting.

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

1. **Domestic Violence as defined by ORS 135.230** ([oregonlaws.org/ors/135.230](http://oregonlaws.org/ors/135.230))
  - a. Domestic Violence means abuse between family or household members.
  - b. Family or household members means any of the following:
    - i. Spouses.
    - ii. Former spouses.
    - iii. Adult persons related by blood or marriage.
    - iv. Persons cohabiting with each other.
    - v. Persons who have cohabited with each other or who have been involved in a sexually intimate relationship.
    - vi. Unmarried parents of a minor child.
  - c. Abuse means:
    - i. Attempting to cause or intentionally, knowingly or recklessly causing physical injury;
    - ii. Intentionally, knowingly or recklessly placing another in fear of imminent serious physical injury; or
    - iii. Committing sexual abuse in any degree as defined in ORS 163.415 (Sexual abuse in the third degree), 163.425 (Sexual abuse in the second degree), and 163.427 (Sexual abuse in the first degree).
  - d. ORS 147.450 includes teen Dating Violence with Domestic Violence.
  - e. Teen Dating Violence means:
    - i. A pattern of behavior in which a person uses or threatens to use physical, mental or emotional abuse to control another person who is in a dating relationship with the person, where one or both persons are 13 to 19 years of age; or
    - ii. Behavior by which a person uses or threatens to use sexual violence against another person who is in a dating relationship with the person, where one or both persons are 13 to 19 years of age. [2001 c.870 §23; 2007 c.71 §40; 2012 c.69 §2]

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

**Dating Violence:** under Oregon state law, there is no specific definition of “Dating Violence”, however, other statutes form a working definition.

1. **Teen Dating Violence as defined by ORS 339.366** ([oregonlaws.org/ors/339.366](http://oregonlaws.org/ors/339.366))
  - a. Dating or dating relationship means an ongoing social relationship of a romantic or intimate nature between two persons. Dating or dating relationship does not include a casual relationship or ordinary fraternization between two persons in a business or social context.
  - b. Teen Dating Violence means:
    - i. A pattern of behavior in which a person uses or threatens to use physical, mental or emotional abuse to control another person who is in a dating relationship with the person, where one or both persons are 13 to 19 years of age; or

- ii. Behavior by which a person uses or threatens to use sexual violence against another person who is in a dating relationship with the person, where one or both persons are 13 to 19 years of age.

- 2. **Dating Violence as defined for Oregon State University Clery Purposes:** violence committed by a person
  - a. Who is, or has been, in a social relationship of a romantic and/or intimate nature with the victim and
  - b. The existence of such a relationship shall be based on the reporting party’s statement and with consideration of the length of the relationship, the type of relationship, and the frequency of interaction between the persons involved in the relationship.
  - c. Dating Violence includes, but is not limited to, sexual or physical abuse or the threat of such abuse.
  - d. Dating Violence does not include acts covered under the definition of Domestic Violence.

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

- 3. **Sexual Assault as defined by ORS 163.305** ([oregonlaws.org/ors/163.305](http://oregonlaws.org/ors/163.305))
  - a. Deviate sexual intercourse means sexual conduct between persons consisting of contact between the sex organs of one person and the mouth or anus of another.
  - b. Forcible compulsion means to compel by:
    - i. Physical force; or
    - ii. A threat, express or implied, that places a person in fear of immediate or future death or physical injury to self or another person, or in fear that the person or another person will immediately or in the future be kidnapped.
  - c. Mentally defective means that a person suffers from a mental disease or defect that renders the person incapable of appraising the nature of the conduct of the person.
  - d. Mentally incapacitated means that a person is rendered incapable of appraising or controlling the conduct of the person at the time of the alleged offense.
  - e. Physically helpless means that a person is unconscious or for any other reason is physically unable to communicate unwillingness to an act.
  - f. Sexual contact means any touching of the sexual or other intimate parts of a person or causing such person to touch the sexual or other intimate parts of the actor for the purpose of arousing or gratifying the sexual desire of either party.
  - g. Sexual intercourse has its ordinary meaning and occurs upon any penetration, however slight; emission is not required. [1971 c.743 §104; 1975 c.461 §1; 1977 c.844 §1; 1979 c.744 §7; 1983 c.500 §1; 1999 c.949 §1; 2009 c.770 §1]

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

4. **Stalking as defined by ORS 163.732** ([oregonlaws.org/ors/163.732](http://oregonlaws.org/ors/163.732))
  - a. A person commits the crime of Stalking if:
    - i. The person knowingly alarms or coerces another person or a member of that persons immediate family or household by engaging in repeated and unwanted contact with the other person;
    - ii. It is objectively reasonable for a person in the victims situation to have been alarmed or coerced by the contact; and
    - iii. The repeated and unwanted contact causes the victim reasonable apprehension regarding the personal safety of the victim or a member of the victim’s immediate family or household.
  - b. Stalking is a Class A misdemeanor.
    - i. Notwithstanding paragraph (a) of this subsection, Stalking is a Class C Felony if the person has a prior conviction for:
      1. Stalking; or
      2. Violating a courts Stalking protective order.

When Stalking is a Class C Felony pursuant to paragraph (i) of this subsection, Stalking shall be classified as a person Felony and as crime category 8 of the sentencing guidelines grid of the Oregon Criminal Justice Commission. [1993 c.626 §2; 1995 c.353 §2] Note. See second note under 163.730 (Definitions for ORS 30.866 and 163.730 to 163.750).

## Definitions Used by Oregon State University

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

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

Consent is knowing, voluntary, and clear permission by word or action, to engage in mutually agreed upon sexual activity. To be effective, consent must be informed and reciprocal, freely and actively given, and mutually understandable. These terms are defined as follows:

1. *Informed and reciprocal*: All parties must demonstrate a clear and mutual understanding of the nature and scope of the act to which they are consenting and a willingness to do the same thing, at the same time, in the same way. Consent cannot be informed when one is unaware that the act is being committed.
2. *Freely and actively given*: An individual cannot consent:
  - a. who is incapacitated by any drug or intoxicant or
  - b. who has been compelled by force, threat of force, or deception or
  - c. whose ability to consent is compromised because of a mental or physical condition or
  - d. who is coerced by supervisory or disciplinary authority
3. *Mutually understandable*: Communication regarding consent consists of mutually understandable words and/or actions that indicate an unambiguous willingness to engage in sexual activity. In the absence of clear communication or outward demonstration, there is no consent. Consent may not be inferred from silence, passivity, lack of resistance, or lack of active response. An individual who does not physically resist or verbally refuse sexual activity is not necessarily giving consent. Relying solely upon non-verbal communication can lead to a false conclusion as to whether consent was sought or given.

**Consent may be withdrawn by any party at any time.** Recognizing the dynamic nature of sexual activity, individuals choosing to engage in sexual activity must evaluate consent in an ongoing manner and communicate clearly throughout all stages of sexual activity. Withdrawal of consent can be expressed verbally or can be based on an outward demonstration that conveys that an individual is hesitant, confused, uncertain, or is no longer a mutual participant. Once consent is withdrawn, the sexual activity must cease immediately and all parties must obtain mutually expressed or clearly stated consent before continuing further sexual activity.

**Prior sexual activity or relationship does not, in and of itself, constitute consent.** Consent to some sexual acts does not constitute consent to others, nor does past consent to a given act constitute present or future consent.

**Force:** Force is the use or threat of physical violence or intimidation to overcome an individual's freedom of will to choose whether or not to participate in sexual activity. For the use of force to be demonstrated, there is no requirement that a Complainant resists the sexual advance or request; however, resistance by the Complainant will be viewed as a clear demonstration of non-consent.

**Coercion:** Coercion is the improper use of pressure to compel another individual to initiate or continue sexual activity against their will. Coercion can include a wide range of behaviors, including intimidation, manipulation, threats, and blackmail. A person's words or conduct are sufficient to constitute coercion if they wrongfully impair another individual's freedom of will and ability to choose whether or not to engage in sexual activity.

Coercion includes, but is not limited to: threatening to “out” someone based on sexual orientation, gender identity, or gender expression and threatening to harm oneself if the other party does not engage in the sexual activity.

**Incapacitation:** Incapacitation is a state where an individual cannot make an informed and rational decision to engage in sexual activity because they lack conscious knowledge of the nature of the act (i.e., to understand the who, what, when, where, why, or how of the sexual interaction) and/or is physically helpless. An individual is incapacitated, and therefore unable to give consent, if they are asleep, unconscious, or otherwise unaware that sexual activity is occurring.

Incapacitation may result from the use of alcohol and/or drugs. Consumption of alcohol or other drugs alone is insufficient to establish incapacitation. The impact of alcohol and drugs varies from person to person and evaluating incapacitation requires an assessment of how the consumption of alcohol and/or drugs impact an individual’s:

- decision-making ability or
- awareness of consequences or
- ability to make informed judgments or
- capacity to appreciate the nature and the quality of the act.

**Alcohol and Other Drugs:** In general, sexual contact while under the influence of alcohol or other drugs poses a risk to all parties. Alcohol and drugs impair a person’s decision-making capacity, awareness of the consequences, and ability to make informed judgments. It is especially important, therefore, that anyone engaging in sexual activity be aware of the other person’s level of intoxication. If there is any doubt as to the level or extent of the other individual’s capacity to freely give consent, the prudent course of action is to forgo or cease any sexual contact or activity.

Being intoxicated or incapacitated by drugs or alcohol is never an excuse for sexual harassment or other forms of prohibited conduct, and does not diminish one’s responsibility to obtain consent.

**Sexual Harassment:** conduct that is sexual in nature, unwelcome, and denies or limits (on the basis of sex) a person’s ability to participate in or to receive benefits, services, or opportunities in the school program. This includes unwelcome\* sexual advances, requests for sexual favors, and other verbal or physical conduct of a sexual nature when:

- Submission to such conduct is made either explicitly or implicitly a term or condition of an individual's employment or education; or
- Submission to or rejection of such conduct by an individual is used as the basis for employment or education-related decisions affecting such an individual; or
- Such conduct is sufficiently severe or pervasive that it has the effect, intended or unintended, of unreasonably interfering with an individual's work or academic performance because it has created an intimidating, hostile, or offensive environment and would have such an effect on a reasonable person of that individual’s status.
- Sexual harassment includes Rape, Sexual Assault, sexual battery, and sexual coercion.
- Sexual discrimination includes verbal, nonverbal, or physical aggression, intimidation, and hostility based on sex or sex-stereotyping (if it rises to the level that denies or limits the person’s ability to participate in, or benefit from, the educational program).

\*Employee conduct directed towards a student - whether unwelcome or welcome - can constitute sexual harassment under Oregon State University Standard 580-015-0010(2).

### Examples of Sexual Harassment

- A professor telling you that you will receive a failing grade if you do not go out with him/her. (quid pro quo)
- A teaching assistant making sexist jokes while teaching. (hostile environment)
- Managers or co-workers making unwelcome sexual advances. (hostile environment)

For more information about sexual harassment, visit Oregon State University's Office of Equity and Inclusion's website at [oregonstate.edu/oei/](http://oregonstate.edu/oei/).

**Sexual Assault:** any sexual contact that is unwanted, and occurs without a person's consent. A sexual act is non-consensual if it is compelled through coercion, manipulation, force, threats, intimidation, or helplessness. Examples include (but are not limited to):

- Someone having sex with you when you are high or drunk.
- Telling you that they will spread rumors about you if you do not perform oral sex.
- Forcing you to touch or be touched when you do not want to.
- Continuing to pressure you for sex, despite your resistance or uncertainty, until you finally give in.

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

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

For the purposes of this definition:

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

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

For a complete copy of the university's policy governing sexual misconduct, visit [oregonstate.edu/oei/sexual-harassment-and-violence-policy](http://oregonstate.edu/oei/sexual-harassment-and-violence-policy).

## Resources for Prevention and Awareness

### How to be an Active Bystander

Bystanders play a critical role in the prevention of sexual and relationship violence. They are “individuals who observe violence or witness the conditions that perpetuate violence. They are not directly involved but have the choice to intervene, speak up, or do something about it” (Burn, S.M. (2009). A situational model of Sexual Assault prevention through bystander intervention. *Sex Roles, 60, 779-792*). We want to promote a culture of community accountability where bystanders are actively engaged in the prevention of violence without causing further harm. We may not always know what to do even if we want to help, but there are many steps we can take, and a variety of ways we can intervene without putting ourselves in danger (from The Ohio State University's "Buckeyes Got Your Back" bystander intervention program).

1. There are a range of situations that warrant bystander intervention. Some of the more common situations you may encounter may include some of these:
  - a. If you hear someone joking about Sexual Assault, making other degrading comments, or using demeaning language.
  - b. If someone looks like they could be in trouble or need help.
  - c. If you hear someone pressuring or encouraging others to drink and/or hook up.
  - d. If you notice a person isolating an individual who appears intoxicated.
  - e. If you witness what appears to be inappropriate or unwanted touching.
  - f. If comments and actions from others indicate their intent on having sex if the other person is unwilling or unable to consent.
  - g. If someone is getting ready to have sex with a person who is intoxicated.
  
2. Active bystanders can follow a few general tips for keeping yourself safe while assessing a situation and intervening. Consider some of the following guidelines:
  - a. Approach everyone as a friend.
  - b. Don't be antagonistic.
  - c. Avoid using violence.
  - d. Be honest and direct whenever possible.
  - e. Recruit help if necessary.
  - f. Keep yourself safe.
  - g. Tell others about your plans to intervene.
  - h. If you aren't in a position to intervene for safety reasons, find someone who can.
  
3. Not sure how to intervene? You have options! People choose to intervene in different ways based on their personality and/or the situational context. Anything you do while keeping yourself safe is a good intervention! Consider trying one of these intervention styles.
  - a. **The Divider:** Step in and separate both people. Let them know your concerns and reasons for intervening (e.g. because you are being a friend and acting in their best interest). Make sure each person makes it out the situation safely. Examples:
    - i. "Hey, I'm worried you might be making a mistake...How about you two meet up tomorrow?"
    - ii. "I'm not sure you should do this...You seem pretty drunk right now."
    - iii. "Looks like you might need help getting home. Want me to walk with you?"

- b. **The Interrupter:** Step in and redirect the focus somewhere else...similar to "The Divider," with a redirect. Examples:
    - i. "I have to go to the bathroom. Come with me."
    - ii. "I'm starving. Want to grab food?"
    - iii. "Hey, can you come talk to me? I need your advice about something."
    - iv. Strike up a conversation and ignore all social cues that you may not be welcome.
  - c. **The Evaluator:** Evaluate the situation and people involved to determine your best move. You could directly intervene or alert friends of each person to come in and help. If the person reacts badly, try a different approach. Examples:
    - i. "Things look a little off. What should we do?"
    - ii. "Can you help me? I think our friends are really drunk and I'm not sure what to do."
    - iii. "How do you think they will react if we do this?"
  - d. **The Recruiter:** Recruit help from friends of both people to step in as a group. Make a plan and verbalize it... "I'll do A, you do B." Examples:
    - i. "I am going to ask if Sam wants to grab food. Do you want to see if Jordan is ready to go home?"
    - ii. "Will you come with me to see if Cameron ok?"
    - iii. "I don't feel comfortable with what's happening. What do you think we could do?"
  - e. **The Disrupter:** Divert the attention of one person away from the other. Have someone standing by to redirect the focus (like "The Interrupter"). Commit a party foul if you need to!
    - i. Spill your drink.
    - ii. Call the phone of the person you are concerned about.
    - iii. Trip over something.
4. Regardless of what the specific situation may be, there are some key checkpoints to have with yourself as you assess the situation and decide whether or not, or how, to intervene. Think about these things as you approach different scenarios:
- a. Is something going on?
  - b. Is it a problem or emergency?
  - c. Can I investigate ambiguous situations?
  - d. Should I take responsibility to intervene?
  - e. Could the situation escalate if I don't intervene?
  - f. Do I know how I could safely defuse the situation?
  - g. Can I anticipate possible reactions (from all parties, including other witnesses) and pick a fitting intervention style?
  - h. Are there potential social consequences of different intervention styles?
  - i. Can I identify people to support me?
  - j. Will I do SOMETHING to help?

Ultimately...**if you see something, do something.** If you don't feel safe intervening directly, find someone who can. If you or someone else is in immediate danger, dial 911.

## Risk Reduction

There is an important difference between preventing Sexual Assault and reducing the risk of being sexually assaulted. Preventing Sexual Assault focuses on those committing the acts, while risk reduction focuses on strategies that may reduce the risk of harm. Therefore, it is vital to recognize that no one deserves to be assaulted, that perpetrators of Rape and violence are solely responsible for committing those crimes and that victims are never to be blamed for doing or not doing certain behaviors to avoid an assault. With these things in mind, the following strategies may reduce one's risk of victimization (from Rape, Abuse, & Incest National Network, [rainn.org](http://rainn.org)):

1. **Be aware** of your surroundings. Knowing where you are and who is around you may help you to find a way to get out of a bad situation.
2. Try to **avoid isolated areas**. It is more difficult to get help if no one is around.
3. **Walk with purpose**. Even if you don't know where you are going, act like you do.
4. **Trust your instincts**. If a situation or location feels unsafe or uncomfortable, consider how you can remove yourself.
5. If you see something suspicious, contact the Department of Public Safety Dispatch Center (541-737-7000) or law enforcement immediately (local authorities can be reached by calling 911 in most areas of the U.S.).
6. **Don't allow yourself to be isolated** with someone who is crossing your boundaries, someone you don't trust, or someone you don't know very well.
7. **Avoid putting music headphones in both ears** and/or being overly focused on your phone so that you can be more aware of your surroundings, especially if you are walking alone. Perpetrators look for perceived vulnerabilities in their potential targets.
8. **When you go to a social gathering, go with a group of friends**. Arrive together, check in with each other throughout the evening, and leave together. Knowing where you are and who is around you may help you to find a way out of a bad situation.
9. **Don't accept drinks from people you don't know or trust**. If you choose to accept a drink, go with the person to the bar to order it, watch it being poured, and carry it yourself. At parties, don't drink from the punch bowls or other large, common, open containers. These common sources often contain large amounts of alcohol masked by sweet mixers and could more likely contain so-called "date Rape drugs."
10. **Watch out for your friends, and vice versa**. If a friend seems out of it, is way too intoxicated for the amount of alcohol they've had, or is acting out of character, get him or her to a safe place immediately.
11. **If you suspect you or a friend has been drugged, dial 911 or call the Department of Public Safety Dispatch Center at 541-737-7000**. Be explicit with doctors so they can administer the correct tests (such as a urine test and possibly others).

12. Try to think of an escape route. How would you try to get out of the room? Where are the doors? Windows? Are there people around who might be able to help you? Is there an emergency phone nearby? If you need to get out of an uncomfortable or scary situation, here are some things that you can try:
- a. **Remember that being in this situation is not your fault.** You did not do anything wrong, it is the person who is making you uncomfortable that is to blame.
  - b. **Be true to yourself.** Don't feel obligated to do anything you don't want to do. "I don't want to" is always a good enough reason. Do what feels right to you and what you are comfortable with.
  - c. **Have a code word with your friends or family** so that if you don't feel comfortable you can call them and communicate your discomfort without the person you are with knowing. Your friends or family can then come to get you or make up an excuse for you to leave.
  - d. **Lie.** If you don't want to hurt the person's feelings it is better to lie and make up a reason to leave than to stay and be uncomfortable, scared, or worse. Some excuses you could use are: needing to take care of a friend or family member, not feeling well, having somewhere else that you need to be, etc.

### Sex Offender Registration Information

The "Campus Sex Crimes Prevention Act" of 2000, which amends the Jacob Wetterling Crimes Against Children and Sexually Violent Offender Registration Act, the Clery Act and the Family Educational Rights and Privacy Act of 1974, requires that Oregon State University provides information on how to access information on register sex offenders. In the state of Oregon, Oregon State Police maintains the sex offender registry which can be accessed at [sexoffenders.oregon.gov/](http://sexoffenders.oregon.gov/).

The information found in the registry is provided for general public safety. Users are authorized to use the information only to protect themselves or children who may be at risk. The release of the information to the public is meant to assure public protection, **not** to punish an offender or harass an offender's family. Anyone who uses the information to commit a criminal act against another person is subject to criminal prosecution and civil action.

### Education and Prevention Programs

The university engages in comprehensive, intentional, and integrated programming, initiatives, strategies, and campaigns intended to end Dating Violence, Domestic Violence, Sexual Assault, and Stalking that:

- Are culturally relevant, inclusive of diverse communities and identities, sustainable, responsive to community needs, and informed by research or assessed for value, effectiveness, or outcome; and
- Consider environmental risk and protective factors as they occur on the individual, relationship, institutional, community, and societal levels.

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 employees that:

1. Identifies Domestic Violence, Dating Violence, Sexual Assault, and Stalking as prohibited conduct.
2. Defines, using definitions provided both by the Department of Education as well as state law and university policy, what behavior constitutes Domestic Violence, Dating Violence, Sexual Assault, and Stalking.

3. Defines what behavior and actions constitute consent to sexual activity in the State of Oregon and/or using the definition of consent found in the Student Conduct Code if state law does not define consent.
4. Provides a description of safe and positive options for bystander intervention; bystander intervention means safe and positive options that may be carried out by an individual or individuals to prevent harm or intervene when there is a risk of Dating Violence, Domestic Violence, Sexual Assault, or Stalking.
5. Bystander intervention includes recognizing situations of potential harm, understanding institutional structures and cultural conditions that facilitate violence, overcoming barriers to intervening, identifying safe and effective intervention options, and taking action to intervene.
6. Information on risk reduction; risk reduction means options designed to decrease perpetration and bystander inaction and to increase empowerment for victims in order to promote safety and to help individuals and communities address conditions that facilitate violence.
7. Provides an overview of 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” on page 44);
  - b. how the institution will protect the confidentiality of victims and other necessary parties (as described in “Assistance for Victims: Rights and Options” on page 46);
  - 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” on page 46); 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” on page 46);
  - e. procedures for institutional disciplinary action in cases of alleged Dating Violence, Domestic Violence, Sexual Assault, or Stalking (as described in “Adjudication of Violations” on page 49).

**Primary Prevention and Awareness Programs**

The university supports prevention and awareness programs by providing information during orientations for groups such as Greek Life, incoming freshman living in residence halls, new graduate students, and new employee orientations. Information in these orientations include subjects such as Domestic Violence, Dating Violence, Sexual Assault, and/or Stalking.

The university offered the following primary prevention and awareness programs for all **incoming students** in 2014:

DoV = Domestic Violence    DaV = Dating Violence    SA = Sexual Assault    S = Stalking

Name of Program	Date Held	Location Held	Which Prohibited Behavior Covered?
<b>Haven</b>	8/26/2014	Online Module	DoV, DaV, SA
<b>AlcoholEdu</b>	8/26/2014	Online Module	SA
<b>START Game Show (First Year Experience)</b>	Ongoing Summer 2014	Memorial Union	SA

The university has developed an annual educational campaign consisting of presentations that include distribution of educational materials to new students, participating in, and presenting information and materials during, new employee orientation, and ongoing training and awareness programs presented/provided to all employees and students as required by the 2013 Reauthorization of the Violence Against Women Act. The university made a good faith effort to comply with training requirements in 2014 and has established primary prevention and ongoing awareness programs beginning fall term 2015.

The university offered the following ongoing awareness and prevention programs for **students** in 2014:

DoV = Domestic Violence    DaV = Dating Violence    SA = Sexual Assault    S = Stalking

Name of Program	Date Held	Location Held	Which Prohibited Behavior Covered?
<b>Clothesline Tee -Shirt Making Project</b>	3/31-4/1/2014	Women's Center	DoV, DaV, SA, S
<b>Clothesline Project Display</b>	4/2-4/4/2014	MU Quad	DoV, DaV, SA, S
<b>Take Back the Night</b>	4/15/2014	MU Quad	DoV, DaV, SA, S
<b>Becoming Part of the Solution: Men as Active</b>	4/22/2014	MU Quad	DoV, DaV, SA, S
<b>Move Toward Hope 5K/10K Walk/Run</b>	4/26/2014	MU Quad	DoV, DaV, SA, S
<b>Film Screening: "Brave Miss World"</b>	4/28/2014	Memorial Union	DoV, DaV, SA, S
<b>Greek Training</b>	10/27/2014	Chi Theta Phi	DoV, DaV, SA, S
<b>Greek Training</b>	11/3/2014	Tau Kappa Epsilon	DoV, DaV, SA, S

The university offered the following primary prevention and awareness programs for all **new employees** in 2014:

DoV = Domestic Violence    DaV = Dating Violence    SA = Sexual Assault    S = Stalking

Name of Program	Date Held	Location Held	Which Prohibited Behavior Covered?
<b>New Employee Orientation</b>	1/7/2014	Memorial Union 213	SA
<b>New Employee Orientation</b>	2/11/2014	Memorial Union 213	SA
<b>Core Curriculum for Managers and Supervisors</b>	2/25/2014	Memorial Union Joyce Powell Leadership Room	SA
<b>New Employee Orientation</b>	3/11/2014	Memorial Union 213	SA
<b>New Employee Orientation</b>	4/8/2014	Memorial Union 213	SA
<b>New Employee Orientation</b>	5/13/2014	Memorial Union 213	SA
<b>New Employee Orientation</b>	6/10/2014	Memorial Union 213	SA
<b>New Employee Orientation</b>	7/9/2014	Memorial Union 213	SA
<b>New Employee Orientation</b>	8/12/2014	Memorial Union 213	SA
<b>New Employee Orientation</b>	9/11/2014	Memorial Union 213	SA
<b>Core Curriculum for Managers and Supervisors</b>	10/6/2014	Memorial Union Joyce Powell Leadership Room	SA
<b>New Employee Orientation</b>	10/14/2014	Memorial Union 213	SA
<b>New Employee Orientation</b>	11/12/2014	Memorial Union 213	SA
<b>New Employee Orientation</b>	12/11/2014	Memorial Union 213	SA

## Procedures for Reporting a Complaint

The university has procedures to be sensitive to those who report Sexual Assault, Domestic Violence, Dating Violence, and Stalking, including informing individuals about their right to file criminal charges as well as the availability of counseling, health, mental health, victim advocacy, legal assistance, visa and immigration assistance, and other services on and/or off campus. Also, the university inform victims of remedies to prevent contact between a complainant and an accused party, such as housing, academic, transportation, and working accommodations, if reasonably available. The university will make such accommodations if the victim requests them and if they are reasonably available, regardless of whether the victim chooses to report the crime to the Department of Public Safety, Oregon State Police, or local law enforcement agencies.

After an incident of Sexual Assault, Domestic Violence, or Dating Violence, the victim should consider seeking medical attention as soon as possible. Student victims in Corvallis may be seen at the Student Health Center, where certified Sexual Assault Nurse Examiners (SANE nurses) are on staff. Also, students may seek support from the Survivor Advocacy and Resource Center in 311 Plageman Building. The Office of Equity and Inclusion will help employee victims find local medical care and provide a list of Oregon Certified Sexual Assault Nurse Examiners. The nurses not only assist with medical concerns, but also with the collection of forensic evidence from victims of crime, like sexual and domestic assault. The Student Health Center or local medical provider can summon law enforcement in the event that the victim wants to make a report. In Oregon, evidence may be collected even if victims choose not to make a report to law enforcement. (Under the Violence Against Women and Department of Justice Reauthorization Act of 2005, starting in 2009, states must certify that they do not “require a victim of Sexual Assault to participate in the criminal justice system or cooperate with law enforcement in order to be provided with a forensic medical exam, reimbursement for charges incurred on account of such an exam, or both.”)

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

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. This is to ensure that evidence may be preserved that it may assist in proving that the alleged criminal offense occurred or is occurring or may be helpful in obtaining a protection order. In circumstances of Sexual Assault, if victims do not opt for forensic evidence collection, health care providers can still treat injuries and take steps to address concerns of pregnancy and/or sexually transmitted disease. 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 university hearing boards/investigators or police.

As time passes, evidence may dissipate or become lost or unavailable, thereby making investigation, possible prosecution, student conduct proceedings, or obtaining protection from abuse orders related to the incident more difficult. If a victim chooses not to make a complaint regarding an incident, he or she nevertheless should consider speaking with the Department of Public Safety, Oregon State Police, 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.

**Involvement of Law Enforcement and Campus Authorities**

Although the university strongly encourages all members of its community to report violations of this policy to law enforcement, it is the victim's choice whether or not to make such a report and victims have the right to decline involvement with the police. The university will assist any victim with notifying local police if they so desire. Students and employees should contact the Department of Public Safety or the Oregon State Police directly using the contact information provided in the on campus resource section of this document.

**Reporting Incidents of Domestic Violence, Dating Violence, Sexual Assault, or Stalking**

Victims of Domestic Violence, Dating Violence, Sexual Assault, or Stalking should report the incident promptly to the Title IX Coordinator, Angelo Gomez, from the Office of Equity and Inclusion. He can be reached in person by visiting his office located at 327 Snell Hall, Corvallis, OR 97331, via telephone at 541-737-3556, or by webmail located at [oregonstate.edu/oei/send-us-message-0](mailto:oregonstate.edu/oei/send-us-message-0). Victims may also notify Oregon State Police (if the victim so desires). Reports of all Domestic Violence, Dating Violence, Sexual Assault and Stalking made to the Department of Public Safety will automatically be referred to the Title IX Coordinator for investigation regardless of if the complainant chooses to pursue criminal charges.

**Procedures the University Will Follow When a Crime of Domestic Violence, Dating Violence, Sexual Assault, or Stalking is Reported**

The university will provide victims resources, both on campus and off campus, including medical, health, counseling/mental health, and more and will apply appropriate disciplinary procedures to those who violate this policy.

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

Incident Being Reported:	Procedure Institution Will Follow:
Sexual Assault	<ol style="list-style-type: none"> <li>1. Depending on when reported (immediate vs delayed report), institution will assist complainants with access to medical care.</li> <li>2. Institution will assess immediate safety needs of complainant.</li> <li>3. Institution will assist complainant with contacting local police if complainant requests AND complainant provided with contact information for local police department.</li> <li>4. Institution will provide complainant with referrals to on and off campus resources.</li> <li>5. Institution will assess need to implement interim or long-term protective measures to protect the complainant, if appropriate.</li> <li>6. Institution will provide a “No Contact Order” directive to accused party if deemed appropriate.</li> <li>7. Institution will provide written instructions on how to apply for a Restraining Order.</li> <li>8. Institution will provide a copy of the Sexual Misconduct Policy to complainant and inform the complainant regarding timeframes for inquiry, investigation, and resolution.</li> <li>9. Institution will inform the complainant of the outcome of the investigation, whether or not the accused will be administratively charged, and what the outcome of the hearing is.</li> <li>10. Institution will enforce the anti-retaliation policy and take immediate and separate action against parties that retaliate against a person for complaining of sex-based discrimination or for assisting in the investigation.</li> </ol>
Domestic Violence	<ol style="list-style-type: none"> <li>1. Institution will assess immediate safety needs of complainant.</li> <li>2. Institution will assist complainant with contacting local police if complainant requests AND complainant provided with contact information for local police department.</li> <li>3. Institution will provide written instructions on how to apply for a Restraining Order.</li> <li>4. Institution will provide written information to complainant on how to preserve evidence.</li> <li>5. Institution will assess need to implement interim or long-term protective measures to protect the complainant, if appropriate.</li> <li>6. Institution will provide a “No Contact Order” directive to accused party if deemed appropriate.</li> </ol>
Dating Violence	<ol style="list-style-type: none"> <li>1. Institution will assess immediate safety needs of complainant.</li> <li>2. Institution will assist complainant with contacting local police if complainant requests AND complainant provided with contact information for local police department.</li> <li>3. Institution will provide written instructions on how to apply for a Restraining Order.</li> <li>4. Institution will provide written information to complainant on how to preserve evidence.</li> <li>5. Institution will assess need to implement interim or long-term protective measures to protect the complainant, if appropriate.</li> <li>6. Institution will provide a “No Contact Order” directive to accused party if deemed appropriate.</li> </ol>
Stalking	<ol style="list-style-type: none"> <li>1. Institution will assess immediate safety needs of complainant.</li> <li>2. Institution will assist complainant with contacting local police if complainant requests AND complainant provided with contact information for local police department.</li> <li>3. Institution will provide written instructions on how to apply for a Restraining Order.</li> <li>4. Institution will provide written information to complainant on how to preserve evidence.</li> <li>5. Institution will assess need to implement interim or long-term protective measures to protect the complainant, if appropriate.</li> <li>6. Institution will provide a “No Contact Order” directive to accused party if deemed appropriate.</li> </ol>

## Assistance for Victims: Rights and Options

Regardless of whether a victim elects to pursue a criminal complaint or whether the offense is alleged to have occurred on or off campus, the university will assist victims of Sexual Assault, Domestic Violence, Dating Violence, and Stalking and will provide each victim with a written explanation of their rights and options.

In Oregon, a victim of Domestic Violence, Dating Violence, Sexual Assault, or Stalking has rights under state law. These rights include financial assistance for a variety of things, like counseling, medical expenses, loss of earnings, and more. For more information on victims' rights in the State of Oregon, visit [doj.state.or.us/victims/pages/compensation.aspx](http://doj.state.or.us/victims/pages/compensation.aspx).

Further, the university complies with Oregon law in recognizing orders of protection/restraining orders and will assist any university member who obtains an order of protection from any U.S. state with information and safety planning. Person with orders should provide a copy to the Department of Public Safety and the Office of the Title IX Coordinator. A complainant may then meet with the Department of Public Safety to develop a safety plan, which is a plan for the Department of Public Safety and the victim to reduce risk of harm while on campus or coming and going from campus.

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

While the university will assist those persons who have a protection/restraining order, the university cannot apply for a legal order of protection, no contact order, or restraining order for a victim from the applicable jurisdiction(s). The victim is required to apply directly for these services. Help may be available through the Center Against Rape and Domestic Violence (see [cardv.org/services.php](http://cardv.org/services.php)), orders may be available through your local Circuit Court.

The university may issue an institutional "no contact" order or directive, if deemed appropriate, or at the request of the victim or accused. To the extent of the victim's cooperation and consent, university offices will work cooperatively to ensure that the complainant's health, physical safety, work and academic status are protected, pending the outcome of a formal university investigation of the complaint.

For example, if reasonably available, a complainant may be offered changes to academic, living, or working situations in addition to counseling, health services, visa and immigration assistance, and assistance in notifying appropriate local law enforcement.

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

The university does not publish the name of crime victims nor house identifiable information regarding victims in the Department of Public Safety's Daily Crime Log or online. Victims may request that directory information on file be removed from public sources. Students should contact the Office of the Registrar and employees should contact the Office of Human Resources.

The victim is required to apply directly for these services. Information from the State of Oregon regarding the types of orders available to victims of Domestic Violence, Sexual Assault or Stalking and the accompanying forms associated with the orders may be accessed here:

- Stalking Order:
  - [courts.oregon.gov/OJD/OSCA/cpsd/courtimprovement/familylaw/Pages/FL\\_Stalking.aspx](http://courts.oregon.gov/OJD/OSCA/cpsd/courtimprovement/familylaw/Pages/FL_Stalking.aspx)
  
- Restraining Order:
  - [courts.oregon.gov/OJD/OSCA/cpsd/courtimprovement/familylaw/Pages/fapaforms.aspx](http://courts.oregon.gov/OJD/OSCA/cpsd/courtimprovement/familylaw/Pages/fapaforms.aspx)

**On and Off Campus Services for Victims**

Upon receipt of a report of Domestic Violence, Dating Violence, Sexual Assault or Stalking, Oregon State University will provide written notification to students and employees about existing assistance with, and/or information about, obtaining resources and services including counseling, health, mental health, victim advocacy, legal assistance, visa and immigration assistance, student financial aid, and assistance in notifying appropriate local law enforcement. These resources include the following:

**On Campus:**

Resource	Address/Location on Campus	Phone Number
<b>Counseling and Psychological Services</b>	500 Snell Hall	541-737-2131
<b>Sexual Assault Support Services</b>	500 Snell Hall	541-737-7604
<b>Student Health Services (including Sexual Assault Nurse Examiner)</b>	201 Plageman Building	541-737-9355
<b>Sexual Violence Prevention and Education</b>	201 Plageman Building	541-737-7553
<b>Department of Public Safety and Oregon State Police</b>	200 Cascade Hall	541-737-3010 (non-emergency) 541-737-7000 (emergency)
<b>Office of Equity and Inclusion (including Title IX Coordinator)</b>	327 Snell Hall	541-737-3556
<b>Student Conduct and Community Standards</b>	B058 Kerr Administration Building	541-737-3656
<b>Women’s Center</b>	Benton Annex	541-737-3186
<b>Intercultural Student Services</b>	150 Kerr Administration Building	541-737-9034
<b>International Programs (including Visa and Immigration Assistance)</b>	International Living-Learning Center	541-737-3006
<b>Student Legal Services Office</b>	340 Student Experience Center	541- 737-4165
<b>The Associated Students of OSU Office of Advocacy</b>	110 Student Experience Center	541-737-9200
<b>Office of Student Life</b>	A200 Snell Hall	541-737-8748
<b>Survivor Advocacy and Resource Center</b>	311 Plageman Hall	541-737-2030

**Off Campus:**

Resource	Address/Location on Campus	Phone Number
<b>Deschutes County Sheriff's Office</b>	63333 W. Highway 20 Bend, OR	541-693-6911 (non-emergencies) 911 (emergencies)
<b>St. Charles Medical Center - Bend (Certified Sexual Assault Nurse Examiners)</b>	2500 NE Neff Rd. Bend, OR	541- 382-4321
<b>Saving Grace</b>	1004 NW Milwaukee Ave. Suite 100 Bend, OR	541-382-9227
<b>Deschutes County Victims' Assistance Program</b>	1164 NW Bond St. Bend, OR	541- 388-6525
<b>The Northwest Network (for LGBTQ survivors)</b>	P.O. Box 18436, Seattle, WA 98118	206-568-7777
<b>Department of Human Services</b>	500 Summer St. NE Salem, OR	503-945-5944
<b>Office of the District Attorney Deschutes County (Protective Orders)</b>	1164 NW Bond St. Bend, OR	541- 388-6525
<b>Center Against Rap &amp; Domestic Violence</b>	2208 SW 3 <sup>rd</sup> St. Corvallis, OR	541-754-0110 or 800-927-0197

Other resources available to persons who report being the victim of Sexual Assault, Domestic Violence, Dating Violence, or Stalking, include:

Resource	Website
<b>Rape, Abuse, and Incest National Network</b>	<a href="http://rainn.org">rainn.org</a>
<b>Department of Justice</b>	<a href="http://ovw.usdoj.gov/sexassault.htm">ovw.usdoj.gov/sexassault.htm</a>
<b>Department of Education, Office of Civil Rights</b>	<a href="http://www2.ed.gov/about/offices/list/ocr/index.html">www2.ed.gov/about/offices/list/ocr/index.html</a>

**Confidentiality**

The university will protect the identity of person(s) who report having been victims of Sexual Assault, Domestic Violence, Dating Violence, or Stalking (or those reporting as a third party) to the fullest extent of the law and as previously mentioned in this document. The university will provide the same level of confidentiality for the accused.

Regardless of whether a victim has opted-out of allowing the university to share “directory information”, personally identifiable information about the victim and other necessary parties will be treated as confidential and only shared with persons who have a specific need-to-know, i.e., those who are investigating/adjudicating the report or those involved in providing support services to the victim, including accommodations and protective measures. By only sharing personally identifiable information with individuals on a need-to-know basis, the institution will maintain as confidential, any accommodations or protective measures provided to the victim to the extent that maintaining such confidentiality would not impair the ability of the institution to provide the accommodations or protective measures.

The university does not publish the name of crime victims or other identifiable information regarding victims in the Daily Crime Log or in the annual crime statistics that are disclosed in compliance with the Clery Act. Furthermore, if a Timely Warning Notice is issued on the basis of a report of Domestic Violence, Dating Violence, Sexual Assault or Stalking, the name of the victim and other personally identifiable information about the victim will be withheld.

## Adjudication of Violations

Whether or not criminal charges are filed, the university or a person may file a complaint alleging that a student or student employee violated the Student Conduct Code or the university’s policy on discrimination, harassment, retaliation, or any other applicable university policy.

Reports of all Domestic Violence, Dating Violence, Sexual Assault, and Stalking made to Campus Public Safety will automatically be referred to the Title IX Coordinator for investigation regardless of if the complainant chooses to pursue criminal charges.

The university disciplinary process is consistent with the institution’s policy and will include a prompt, fair, and impartial investigation and resolution process transparent to the accuser and the accused. Usually, the resolution of complaints of sexual misconduct are completed within 60 days of the report. However, the proceeding's timeframe allows for extensions for good cause with notice to the accuser and the accused of the delay and the reason for the delay. Investigators are trained annually on the issues related to Domestic Violence, Dating Violence, Sexual Assault, and Stalking and taught how to conduct an investigation and hearing process that protects the safety of the victim and promotes accountability. The policy provides that:

1. The accuser and the accused each have the opportunity to meet with a properly trained administrator (the “Investigator” is trained annually on Dating Violence, Domestic Violence, Sexual Assault, and Stalking and on how to conduct an investigation and hearing process) that protects the safety of victims and promotes accountability;
2. The accuser and the accused will have timely notice for meetings with the Investigator or Hearing Officer;
3. The institution will allow the accuser, accused, and appropriate officials timely and equal access to any information that will be relied on by the fact-finding investigation or Hearing Officer to support the investigator or Hearing Officer’s findings and conclusions;
4. The institutional disciplinary procedures will not be conducted by officials who have a conflict of interest for or against the accuser or the accused;
5. The institution provides the accuser and accused the same opportunities to have others present during an institutional student conduct proceeding. The accuser and the accused each have the opportunity to be advised by a personal advisor of their choice, at their expense, at any stage of the process and to be accompanied by that advisor at any meeting or proceeding;
6. The Investigator or Hearing Officer’s decision is based on the preponderance of evidence standard, i.e. “more likely than not to have occurred” standard. In other words, the conduct process asks: “is it more likely than not that the accused student violated university policy?”

7. The accuser and the accused will be notified simultaneously in writing of the result of any student conduct proceeding, as well as any changes to those results or disciplinary actions prior to the time that such results become final; and
8. For students, the accuser and the accused each have the right to appeal the outcome of the hearing (as outlined in the letter explaining the outcome) and will be notified simultaneously in writing, of any change to the result prior to the time that it becomes final and of the final result after the appeal is resolved.

The university strictly prohibits retaliation. Retaliation should be reported immediately to the Office of Equity and Inclusion.

When a complainant does not consent to the disclosure of his or her name or other identifiable information to the alleged perpetrator, the university's ability to respond to the complaint may be limited.

Whether or not criminal charges are filed, the university or a person may file a complaint under the following policies, depending upon the status of the accused (student or employee):

## Student Disciplinary Process

### Notice

Upon receiving a complaint or report that a Student or Student Organization may have violated the Student Conduct Code, the Director of Student Conduct and Community Standards ("SCCS") or the Office of Equity and Inclusion ("OEI") will notify the Student/Student Organization in writing of the alleged violation(s). The notice will inform the Student or Student Organization of the rule(s) said to have been violated and a description of the acts or omissions alleged to have been in violation of the Student Conduct Code.

If the Director of SCCS determines the alleged violation(s) of the Oregon State University Student Conduct Code 576-015-0020(1)–(5), (8)–(10), or (12)–(23) may result in Suspension or Expulsion, the notice described in subsection (1) will set a time and place for a SCCS Committee hearing. If the conduct at issue has also given rise to alleged violations of Student Conduct Code 576-015-0020(6), (7) or (11), this notice may be sent by OEI pursuant to subsection (3). The period of time between the hearing date and the accused Student's or Student Organization's receipt of the notice must be at least 72 hours. The Director of SCCS will notify the Student/Student Organization that the SCCS Committee Hearing may be waived and, in its place, the case heard by the Director of SCCS or designee.

If OEI determines the alleged violation(s) of Student Conduct Code 576-015-0020(6), (7) or (11) may result in Suspension or Expulsion, the notice described in subsection (1) will set forth a time and place for a hearing with a Hearing Officer assigned by OEI pursuant to the process set forth in 576-015-0052. The period of time between the hearing and the accused Student's or Student Organization's receipt of the notice must be at least 72 hours.

If there is an allegation of academic dishonesty as defined in Student Conduct Code 576-015-0020(2), the Director of SCCS will determine what conduct proceeding is appropriate. If there is a record of a previous incident of academic dishonesty, the Director of SCCS will send written notice to the Student of a SCCS Committee hearing, as described in subsections (1) and (2) of this rule, and Student Conduct Code 576-015-0050.

### Determination by the Director of Student Conduct and Community Standards

If the Student or Student Organization receiving notice under Student Conduct Code 576-015-0043(2) elects to have the case heard by the Director of SCCS or designee, the Student/Student Organization will be informed of the evidence of

the violation(s) and will be given an opportunity to explain the behavior. The Student/Student Organization may bring any third party advisor to any meetings so long as the availability of the advisor does not hamper the timeliness of the hearing. The

Student/Student Organization will be expected to speak for him/herself or themselves at all times.

If the Student or Student Organization fails to meet with the Director of SCCS or designee, the Director may take conduct action in the Student's/Student Organization's absence.

The accused Student or Student Organization will be informed orally or in writing of the decision and will be informed of the right to appeal to the Vice Provost for Student Affairs, pursuant to Student Conduct Code 576-015-0060.

### **Student Conduct and Community Standards (SCCS) Committee Hearing**

Students or Student Organizations who receive notice under Student Conduct Code 576-015-0043(2) may elect to participate in a SCCS Committee Hearing. Students or Student Organizations who receive notice under Student Conduct Code 576-015-0043(3) are subject to the process set forth in Student Conduct Code 576-015-0052.

When an SCCS Committee hearing is called, the accused Student or Student Organization will appear before a panel of up to five faculty or staff and five Students appointed by the Vice Provost for Student Affairs and the Associated Students of Oregon State University, respectively. The bylaws of the SCCS Committee are available from the Vice Provost for Student Affairs or the SCCS office.

All SCCS Committee hearings are closed and information presented along with all supporting documents will be disseminated internally only on a need to know basis and will not be disseminated externally except as required by law. The hearing is informal and does not follow administrative contested case or courtroom procedures.

If the Student or Student Organization has been properly notified and fails to appear, the SCCS Committee may proceed with the hearing and conduct action may be taken.

During the hearing, the accused Student or Student Organization may be accompanied by an advisor of the Student's/Student Organization's choice. The advisor may be a faculty or staff member, fellow Student, parent, or any person of the Student's/Student Organization's choice so long as the availability of the advisor does not hamper the timeliness of the hearing. The Student/Student Organization may choose to have an attorney serve as advisor, however the advisor does not represent the Student/Student Organization in a conduct hearing and the Student/Student Organization will be expected to speak for him/herself or themselves at all times.

During the hearing, the Student or Student Organization has the opportunity to offer information and testimony on his/her/its own behalf. The Student/Student Organization also has the opportunity to review and respond to all information, statements, or evidence presented.

The chairperson of the SCCS Committee, or designee, will decide any questions or objections to hearing procedures that are raised during the hearing.

Members of the Committee may ask questions of any person present during the hearing and the chairperson will invite questions and comments from the accused Student/Student Organization and the victim-claimant if present. The chairperson may also invite questions or comments from advisors or others present. If the chairperson decides an essential person or piece of information is missing, the chairperson may decide to reconvene the hearing at the earliest practical time that the missing information will be available.

After the chairperson has determined that all necessary information has been presented and questions answered, the Committee will go into executive session and all other persons will be excused. The Committee will determine, based on a preponderance of the evidence, whether or not it believes the accused Student/Student Organization is responsible for a violation of the Conduct Code and, if so, the Committee will reconvene with the accused Student/Student Organization and a representative of SCCS to consider what sanctions may be appropriate. The accused Student/Student Organization may waive his/her/their right to be present. The Committee may consider:

- Evidence of any mitigating circumstances presented by the Student/Student Organization; and
- Other relevant information, including but not limited to, evidence of prior violations of the Student Conduct Code presented by a representative of SCCS.

The Committee will again go into executive session to make a decision about appropriate sanctions. The time between the conclusion of the hearing and the delivery of the recommendation to the Director of SCCS shall be no more than three days, excluding weekends and holidays. The Committee's decision will be in the form of a written recommendation to the Director of SCCS.

### **Investigations and Determinations of Responsibility by the Office of Equity and Inclusion**

OEI will assign a Hearing Officer to investigate a Student or Student Organization's alleged violation of Student Conduct Code 576-015-0020(6), (7) or (11). The Hearing Officer may also investigate and issue a determination of responsibility for other alleged conduct violations related to the incidents giving rise to the alleged violation of Student Conduct Code 576-015-0020(6), (7) or (11). The Hearing Officer will review and consider all relevant evidence discovered through the Hearing Officer's investigation, and may include but is not limited to, information provided by the survivor, witnesses, or the accused through interviews or otherwise.

If the Hearing Officer determines that the alleged violation(s) may result in suspension or expulsion, the accused Student or Student Organization will be informed of the evidence of the violation(s) and will be given an opportunity to explain the behavior during a hearing with the Hearing Officer. During this hearing, the Student or Student Organization has the opportunity to offer information and testimony on his/her/its own behalf. The Student or Student Organization also has the opportunity to review and respond to all information, statements, or evidence presented, and to pose questions that the Hearing Officer may choose to later ask witnesses or the survivor.

The Student or Student Organization may be accompanied by an advisor to any meeting so long as the availability of the advisor does not hamper the timeliness of the interview. The advisor may be a faculty or staff member, fellow Student, parent, or any person of the Student's or Student Organization's choice. The Student or Student Organization may choose to have an attorney serve as advisor, however the advisor does not represent the Student or Student Organization in the hearing and the Student or Student Organization will be expected to speak for themselves at all times.

If the Student or Student Organization has been properly notified and fails to attend his or her hearing with the assigned Hearing Officer, the Hearing Officer may render a determination of responsibility without input from the accused Student or Student Organization.

Hearings conducted by the Hearing Officer are closed and information presented along with all supporting documents will be disseminated internally only on a need to know basis and will not be disseminated externally except as required by law. The hearing is informal and does not follow administrative contested case or courtroom procedures.

The Hearing Officer will decide any questions or objections to this process that are raised during the investigatory process.

After the Hearing Officer has determined that all necessary information has been presented and questions answered, the Hearing Officer will determine, based on a preponderance of the evidence, whether or not he or she believes the accused Student/Student Organization is responsible for the alleged conduct violations.

If the Hearing Officer determines that the Student or Student Organization is responsible for one or more of the alleged conduct violations, the Hearing Officer will recommend a sanction to the Director of SCCS. In considering what sanctions may be appropriate, the Hearing Officer may consider:

- Evidence of any mitigating circumstances presented by the Student/Student Organization; and
- Other relevant information, including but not limited to, evidence of prior violations of the Student Conduct Code.

The Hearing Officer will notify the Director of SCCS in writing of the Hearing Officer's determination of responsibility and recommended sanction.

Upon receiving the Hearing Officer's recommended sanctions, the Director of SCCS may meet with the student or student organization to hear evidence of any mitigating circumstances. The accused Student/Student Organization may waive his/her/their right to this meeting. The Director of SCCS will then affirm or modify the Hearing Officer's recommended sanctions as the Director deems appropriate.

The accused student or student organization will be informed orally or in writing of the decision and will be informed of the right to appeal to the Vice Provost for Student Affairs, pursuant to Student Conduct Code 576-015-0060.

#### **Hearing Officer(s) Contingency**

If the Vice Provost for Student Affairs or designee believes it is necessary, in order to schedule a timely hearing or because of a potential conflict of interest that might affect the ability of the SCCS Committee to conduct a fair hearing, he or she may appoint a hearing officer or officers to act in place of the SCCS Committee. The hearing officer(s) may be a faculty member or a professional from outside the university. The hearing officer(s) shall hear the case in accordance with these rules and shall recommend to the Director of SCCS appropriate action in each case.

#### **Emergency Action**

The Director of SCCS or designee may, in coordination with the Department of Public Safety, take emergency action when necessary to secure the health or safety of other persons, or the Student against whom the action is taken (the accused Student) and there is an alleged violation of the Student Conduct Code.

Emergency Action includes but is not limited to:

- Immediate Suspension from the university;
- Restriction of the accused Student's presence on University property and/or at University events.

At the time that the Emergency Action takes place, the Director of SCCS or designee shall:

- Inform the accused Student of the reason for the Emergency Action;
- Give the accused Student the opportunity to explain why an Emergency Action need not be taken;
- Inform the accused Student that a preliminary hearing will take place according to section (4) of this rule, and that the accused Student will be informed of its time, place and date.

The preliminary hearing shall take place within two business days of the Emergency Action. At this hearing the accused Student shall have a full opportunity to demonstrate to the Director of SCCS or designee and the Director of the Department of Public Safety or designee that none of the conditions specified in section (1) of this rule apply. As with other proceedings, the accused Student may be accompanied by an advisor, but must speak for him/herself at all times.

Based on the reasonable evaluation of the evidence presented at the preliminary hearing, the Director of SCCS or designee shall notify the accused Student within 24 hours of the decision to:

- Dissolve the Emergency Action and take no further action; or
- Dissolve the Emergency Action but proceed to a full hearing regarding the accused Student's behavior as prescribed in the Student Conduct Code; or
- Sustain the Emergency Action until such time as a formal hearing regarding the accused Student's conduct may be held, but not to exceed two weeks.

Formal hearings subsequent to an Emergency Action shall occur no later than ten (10) business days after the preliminary hearing and shall be administered pursuant to Student Conduct Code 576-015-0050-0055.

If the Student Conduct Committee or a hearing officer recommends that the restriction on the accused Student's housing or enrollment be removed, the Student will not be assessed fees for reinstatement.

### **Notice of Decision and Rights of Victim**

The university will make an effort to consider the rights and needs of the victim, if there is one, in decisions related to restitution or other sanctions.

If any sanction beyond a verbal warning is imposed after a conduct hearing, the accused Student will be given or sent a letter confirming the decision and university expectations.

### **Conduct Action Appeals**

Appeals of the decision of the Director of SCCS or Hearing Officer shall be made to the Vice Provost for Student Affairs whose decision is final. In appeals concerning Academic or Scholarly Dishonesty, the Vice Provost for Student Affairs will confer with the Vice Provost for Academic Affairs and International programs or designee before the decision is made.

Appeals must be in writing and filed with the Vice Provost for Student Affairs within 15 calendar days following the date the action is taken. The request for an appeal must include specific justification, including: errors, failure to consider all of the evidence presented, or any other action, including any new evidence not known at the time of the original hearing, which denied the Student a fair hearing.

### **Possible Sanctions**

The university utilizes an educational and restorative sanctioning model. The sanction applied will be commensurate with the violation committed and become progressively more demanding or severe if the Student or Student Organization repeats violations, demonstrating that learning has not taken place. An accumulation of a variety of violations may result in severe sanctions such as deferred suspension, suspension, and expulsion. Violations that affect the health, safety, and well-being of the community are deemed the most severe and may result, upon the first violation, up to and including a suspension or expulsion. Sanctions for determinations made involving Rape, Fondling, Incest, Statutory Rape, Dating Violence, Domestic Violence or Stalking are included in this list. Students or Student Organizations exhibiting behavior that violates any part of the Student Conduct Code are subject to one or more of the following:

1. **Warning:** Official notice to a Student or Student Organization exhibiting behavior that violates any part of the Student Conduct Code. The continuation of such behavior may result in further conduct action.
2. **Required Educational Activities:** Mandatory participation in educational activities. Such Educational Activities include, but are not limited to, completion of a report or attendance at a seminar or other educational program or presentation.

3. **University/Community Service Work Hours:** A Student or Student Organization is required to complete a specified number of hours of service to the university or general community.
4. **Behavior Expectations Agreement:** A contract between the university and the Student outlining specific behavior expectations.
5. **Restitution:** The Student or Student Organization is required to provide reimbursement by dollar amount, by transfer of property, or by provision of services to the university or a member of the university community in accordance with the nature of the violation and in an amount not in excess of actual expenses, damages, or losses incurred.
6. **Restrictions:** Removal from a Student Organization, denial of entry to specific university facilities, or other restrictions consistent with the violation committed. For a Student Organization, restrictions may include denial of specific university privileges including, but not limited to, sponsored social activities, sponsored parties or philanthropy, participation in intramurals, representing the university and any travel in connection with such representation, recruitment, membership, or representation on a governing council, use of space for a meeting or event on campus, participation in competition and events, and receipt of institutional funding.
7. **No Contact Order:** A No Contact Order is a directive to a Student or Students to refrain from any intentional contact, direct or indirect, with one or more designated persons through any means including personal contact, email, telephone, or third parties.
8. **Academic Sanction:** Students whose behavior is found to constitute Academic or Scholarly Dishonesty as defined in Student Conduct Code 576-015-0020(2) are subject to additional academic sanctions, which may include, but are not limited to, failing the course, removal from an academic department, or removal from a college. Academic sanctions are imposed by the instructor, department chair, or dean and are noted on the Academic Dishonesty Report Form in accordance with Academic Regulation 15.
9. **Removal from a Class:** A Student's removal from a class may be temporary or permanent. Permanent removal from a class may be authorized by the Director of Student Conduct and Community Standards with concurrence from the Dean of the College in which the class is offered. A Student who is permanently removed from a class will receive a "W" (Withdrawal) on the academic transcript. No refunds for tuition or other class fees will be made.
10. **Conduct Probation:** Placement on probationary status during which there is observation and review of behavior and the Student or Student Organization must demonstrate compliance with the Student Conduct Code. Terms of the Conduct Probation will be determined at the time the probation is imposed and may include additional sanctions including, but not limited to, loss of privileges, restrictions, restitution, and/or required educational activities.
11. **Suspension:**
  - a. **Deferred:** Placement on deferred suspension status during which there is observation and review of behavior. If the Student or Student Organization is found to further violate the Student Conduct Code during this period, then the Student/Student Organization is suspended without further hearings. Deferred Suspension may be for a period of one term up to and including the remainder of a Student's enrollment at the University; Deferred Suspension for a Student Organization is generally for one year, but may be up to three years.

- b. **Student:** Exclusion from the university and all university property for a specified period of time. The Department of Public Safety will exclude the Student from Oregon State University campus upon Suspension. Suspended Students are denied the privileges and services provided to currently enrolled Students, including residing in university- owned or recognized Student housing, attending class, or using other University services or facilities. Suspension is generally for one year, however the period of Suspension may be specified for any period of time.
- c. **Student Organization:** Loss of university recognition or registration for a specified period of time. The Organization must comply with all sanctions prior to being registered or recognized again. While a Student Organization is suspended, it may not use university resources.
- d. The conditions of Suspension take effect immediately after the Student or Student Organization has been informed of the decision. If an appeal is filed, the imposition of the Suspension will be delayed until the conclusion of the appeal process. However, if a pending conduct hearing or appeal may result in Suspension as determined by the Director of Student Conduct and Community Standards, awarding of a Student's academic degree will be postponed pending the outcome of the conduct hearing.

12. **Expulsion:** Permanent Conduct Suspension.

13. **Degree Revocation:** The university may revoke the award of a degree.

14. **Local, State, and federal Legal Sanctions:** The State of Oregon sets 21 years of age as the minimum age to purchase or possess any alcoholic beverages. Specific ordinances regarding violations of alcohol laws, including driving while intoxicated, are available from the Department of Public Safety. The penalties for various offenses are listed below:

- a. Persons under age 21 found possessing alcohol may be given a maximum fine of \$250.00 and lose their license for 1 year.
- b. Persons convicted of buying alcohol through fraudulent means face a possible fine of \$6,250.00 and/or 1 year in jail.
- c. Persons convicted of furnishing alcohol to a minor face a \$7,500.00 for the first offense.

15. Penalties for these offenses increase for second and subsequent offenses

- a. A violation of any law regarding alcohol is also a violation of the university's Student Conduct Code and will be treated as a separate disciplinary matter by the university.

## Professional Faculty Grievance Process

In 1988, following a mandate to all State System institutions from the State Board of Higher Education, the Oregon State University Faculty Senate approved new grievance procedures. There have been minor revisions since then. The procedures are published in their entirety below. Numbers refer to the Oregon State University Policies and Standards.

### Purpose

The university encourages the resolution of grievances through informal means and discussion in keeping with the collegial atmosphere of a university. The university is also committed to a formal procedure for consideration of grievances that are not resolved through informal processes.

The procedure set out in this rule is available to any unclassified employee with faculty rank as defined in this rule and in the rules of the State Board of Higher Education.

This grievance procedure may be used to hear any complaint by a faculty member that he or she was wronged in connection with compensation, tenure, promotion or other conditions of employment, or that his or her rights were denied as to reappointment. "Other conditions of employment" shall include, but not be limited to, violations of academic freedom, nondiscriminatory employment practices and discriminatory employment practices including sexual harassment, and laws, rules, policies and procedures under which the institution of higher education employing the academic employee operates. Disciplinary sanctions are imposed in accordance with Standard 580–021–0320 and shall not be subject to this grievance procedure.

The university may elect not to proceed with a grievance if the grievant also seeks resolution in another forum.

If the grievance concerns a matter to which contested case procedures apply, the grievant may elect to use the procedures in Standard 576–002–0020 to 576–002–0055.

### Definitions and Mail Requirement

**"Days"** as used in this rule shall mean calendar days.

**"Presentation of the Grievance"** as used in Standard 580–021–0050 means receipt of the grievance by the dean, director or unit executive officer as specified in Standard 576–050–0025.

**"Faculty Mediator"** is an academic employee with faculty rank chosen by the Faculty Senate Executive Committee. Emeritus faculty shall be eligible to serve as the Faculty Mediator.

**"Faculty Grievance Committee"** is a committee of five academic employees with faculty rank chosen by the Faculty Senate Executive Committee and charged with the responsibility for hearing faculty grievances in accordance with these procedures. Any person with faculty rank may submit nominations to the Executive Committee for consideration. The Executive Committee shall choose at least one female and one minority member. Three members shall constitute a quorum. The Executive Committee of the Senate shall select a chair.

**"Faculty Rank"** means faculty ranks as defined in the rules of the State Board of Higher Education and includes faculty without rank but with professional title.

All appeals, decisions, or recommendations referred to in this rule shall be sent by U.S. Mail or university campus mail.

**Informal Procedures**

Prior to filing a formal grievance a faculty member is encouraged to discuss the grievance with his or her supervisor (or dean, director, unit executive officer or the Executive Director of the Office of Equity and Inclusion). The immediate supervisor shall respond to the grievant within fifteen (15) days.

The Office of Equity and Inclusion must be notified of any grievance alleging discrimination, including sexual harassment. The Executive Director of the Office of Equity and Inclusion, if so requested by the grievant, will investigate any grievance alleging discrimination and attempt to help the parties resolve the issue.

The faculty member or the chair of the Grievance Committee, with the faculty member's concurrence, may request the Faculty Mediator to review and attempt to resolve all other grievances, including those the Executive Director of the Office of Equity and Inclusion determines not to be valid claims of discrimination.

The Mediator may meet with the grievant and take what action he or she considers appropriate in attempting to resolve the grievance, including interviewing or consulting other persons. The Mediator and all parties to the grievance shall keep the mediation process confidential to the extent possible under law. Statements made in mediation shall not be admissible in a grievance hearing.

Nothing in this rule shall require a faculty member to use informal grievance procedures before filing a formal written grievance, provided that a faculty member must notify the Office of Equity and Inclusion of all claims of unlawful discrimination, including sexual harassment, before filing a written complaint.

**Initiation of Formal Procedures**

If a grievance is not resolved to the satisfaction of the grievant at the informal stage, or if the grievant chooses to bypass the informal stage, the grievant may file a formal written grievance. A grievance shall be filed with the dean, director, or executive officer in charge of the administrative unit, except: a) where the grievant is a department chair in which case the grievance shall be filed with the Provost and Executive Vice President; or b) where the grievant alleges sexual harassment against the person in charge of the administrative unit, in which case the grievance shall be filed with the next higher administrator.

The grievant shall file a copy of the written grievance with the Legal Advisor in the Office of the President. The formal grievance must be filed within sixty (60) days of the time the faculty member knew or by reasonable diligence should have known of the acts which gave rise to the grievance. Therefore, discussion or mediation at the informal stage should be initiated as soon as possible. The university shall extend the sixty (60) day filing requirement if the grievant is pursuing the complaint at the informal level and it appears that additional time would be beneficial in resolving the grievance. Extension by the university shall be in writing by the Legal Advisor.

The written grievance must contain the grievant's name and address, the date and nature of the act or omission which gave rise to the grievance, any rule, policy or procedure alleged to have been violated or misapplied, and the remedy requested by the grievant.

The dean, director, unit executive officer, or the respective designee shall send a written decision to the grievant within twenty (20) days of receipt of the grievance.

**Appeal to the Faculty Grievance Committee**

If the decision of the dean, director, or unit executive officer is not satisfactory to the grievant, the grievant may file a written appeal with the Faculty Grievance Committee within ten (10) days of receipt of the written decision, stating why

the response at the previous level is deficient. This step is optional with the grievant. The grievant may bypass the committee and file the appeal directly with the President.

The Committee shall send to the grievant a written notice of the time and place of the hearing at least seven (7) days prior to the hearing.

At the committee hearing the faculty member shall present his or her case first, followed by the person or persons who are the object of the grievance. Thereafter the faculty member shall have an opportunity to respond.

Each party shall have a right to call and examine witnesses, to introduce exhibits or other documents. The members of the committee may question any witness and may call additional witnesses.

If the grievant so chooses he or she may be accompanied by or represented at the hearing by any other person.

Either party may provide for and obtain a sound recording of the hearing.

The hearing shall be open to the public at the option of the grievant to the extent allowed by law. However, deliberations of the Grievance Committee shall not be open to the public or the parties.

#### **Decision by the Committee and Appeal to the President**

The committee's decision shall be made in the form of a written recommendation to the President. It shall be based only upon evidence presented at the hearing. The recommendation shall include a description of the complaint, the evidence the committee collected, and its conclusions and recommendations for disposition of the case. The recommendations shall be sent to the grievant, to the President and to the dean, director or executive officer in charge of the unit out of which the grievance arose within sixty (60) days of receipt of the appeal to the committee.

The President or his or her designee shall review the decision of the committee and the President shall deliver a written decision to the grievant, to the Grievance Committee and to the dean, director or unit executive officer in charge of the unit out of which the grievance arose within thirty (30) days of receipt of the committee's recommendation. Prior to issuing a decision the President, or designee, may interview any person concerning the grievance to supplement the record whether or not the person testified at the hearing, provided that the decision shall list each person so interviewed. In addition the President or designee may review any documents, provided that the decision shall identify any such documents that were not introduced at the committee hearing. The grievant shall be informed of any additional information obtained by the President and given seven (7) days to respond. If the President rejects or modifies the recommendations of the committee, the reasons shall be stated in the decision.

If the grievant chooses to appeal the decision of the dean, director, or unit executive officer directly to the President, the President shall proceed to review the matter and reach a decision as set out in 576-050-0035 (2), provided that all persons interviewed and all documents reviewed must be identified in the decision. The President shall issue a decision within thirty (30) days of receipt of the grievant's appeal.

The decision of the President shall be final except as provided in Standard 576-050-0035(5).

If the grievance is directed at the President as the immediate supervisor of the grievant or at the President in his or her administrative capacity (as contrasted to appellate capacity), the grievant may appeal to the Chancellor of the Oregon University System as provided in Standard 580-021-0050(10).

**Effect of Time Limits**

If the university fails to respond within the time limits at any step in this grievance process, the grievant may appeal to the next step.

**Non-Retaliation**

An individual filing a grievance in good faith or otherwise participating in any of the actions authorized under these grievance rules shall not be subject to retaliatory action of any kind by any employee of the university, the Oregon University System, or the State Board of Higher Education.

**Two-Year Review**

Not later than two years from the adoption of these rules, the Provost and Faculty Senate Executive Committee shall jointly appoint a faculty committee to review the effectiveness of this grievance procedure and to recommend any changes.

**Classified Employees Grievance and Arbitration Procedures (Article 18, 2013-2015 CBA)**

**Section 1.** Grievances are defined as acts, omissions, applications or interpretations alleged to be violations of the terms or conditions of this Agreement.

Grievances shall be filed within thirty (30) calendar days of the date the grievant or the Union knows or by reasonable diligence should have known of the alleged grievance, or in the case of discipline, within thirty (30) calendar days of the effective date of the action. In the event that a deadline for filing a grievance, submitting a grievance response, or appealing a grievance response falls on a Saturday, Sunday or university holiday, such action will be considered timely if it is taken by 5:00 p.m. on the following business day (Monday – Friday).

Grievances shall be reduced to writing, and shall be signed by the grievant(s), stating the specific Article(s) alleged to have been violated and clear explanation of the alleged violation, sufficient to allow processing of the grievance. In the case of group grievances, the grievance shall specifically enumerate, by name, the affected employees, when known. Otherwise, the affected employees will be generically described (i.e., work location, classification, approximate number of employees) in the grievance. Grievances shall be filed at all steps of this procedure on the form identified as the Official Statement of Grievance Form. Once filed, the Union shall not expand upon the original elements and substance of the written grievance.

All grievances shall be processed in accordance with this Article and it shall be the sole and exclusive method of resolving grievances. However, grievances arising under Article 19 - No Discrimination and Article 53 - Reclassification Upward/Downward shall be subject to the alternative procedures specifically outlined in their respective Articles.

At the request of either party, a meeting between the Union and the Employer representatives will take place at any step of the grievance procedure within thirty (30) calendar days from the date of the request. If a meeting is held at the request of the grievant and/or the Union, any time limit for the Employer's response set forth below shall run from the date of the meeting.

**Section 2.** Time limits specified in this and the above-referenced Articles shall be strictly observed, unless either party requests a specific extension of time, which if agreed to, must be stipulated in writing and shall become part of the grievance record. "Filed" for purposes of all grievances shall mean postmarked (dated by meter or U.S. Post Office), or faxed, emailed or hand-delivered by the close of the business day (5:00 p.m.) to the appropriate office identified in Appendix I of this Agreement.

If at any step of the grievance procedure, the Employer fails to issue a response within the specified time limits, the grievance may be advanced to the next step of the grievance procedure. If the grievant or Union fails to meet the specified time limits, at any step of the grievance and arbitration procedure, the grievance will be considered withdrawn and it cannot be resubmitted.

Grievance steps referred to in this Article may be waived by mutual agreement in writing. Such written agreements shall become part of the grievance file.

**Section 3.** When required by the Employer to investigate the grievance, any time spent by employee(s) to attend meetings during regular working hours, shall be considered as work time.

**Section 4. Multi-Supervisor and Multi-University Grievances.** Where there are grievances in universities/colleges involving two (2) or more supervisors, such grievances shall be filed and processed in accordance with Step 2 of the grievance procedure. When a grievance involves employees in more than one (1) university, such grievance shall be filed and processed in accordance with Step 3 of this Article. The grievance shall specifically enumerate, by name, the affected employees, when known. Otherwise, the affected employees will be generically described (i.e., work location, classification, approximate number of employees) in the grievance.

**Section 5. Grievance Procedure.** Grievances shall be processed as per Appendix I (Grievance Filing and Timeline Chart).

**(A) Step 1.** The grievant(s), or the Union on behalf of the grievant(s), shall file the grievance consistent with the requirements of Section 1 with his/her immediate excluded supervisor, except in the case of grievances described in paragraph B of this Section. The supervisor shall respond in writing to the grievant(s) within thirty (30) calendar days from the receipt of the grievance.

The parties agree that all Step 1 grievance settlements are non-precedential and shall not be cited by either party or their agents or members in any arbitration or fact-finding proceedings now or in the future. Step 1 grievance settlements shall be reduced to writing and signed by the grievant and the immediate excluded supervisor.

The settlement shall include the statement:

**Step 1** grievance settlements are non-precedential and may not be cited by either party or their agents or members in any arbitration or fact finding proceedings now or in the future.”

Actions taken pursuant to Step 1 settlement agreements shall not be deemed to establish or change practices under this Agreement, including but not limited to Article 5 – Complete Agreement/Past Practices, or ORS Chapter 243 and shall not give rise to any bargaining or other consequential obligations.

**Step 2.** When the response at Step 1 does not resolve the grievance, the grievance must be filed by the Union within thirty (30) calendar days after the Step 1 response is due or received, whichever occurs first. The appeal shall be filed in writing to the university President or designee, who shall respond in writing within thirty (30) calendar days after receipt of the Step 2 appeal.

**Step 3.** Failing to settle the grievance in accordance with Step 2, the appeal, if pursued, must be filed by the Union and received by the OUS Office of General Counsel within thirty (30) calendar days after the Step 2 response is received. A copy of the Step 3 appeal shall be sent concurrently to the university’s Human Resources Office. OUS shall respond in writing within thirty (30) calendar days from receipt of the Step 3 appeal. A copy of the Step 3 response shall be sent concurrently to the Union representative filing the Step 3 appeal, the Union’s Legal Department, and the Union’s Member Resource Center.

Pursuant to Article 19 - No Discrimination, grievances involving discrimination must be appealed to BOLI and/or EEOC.

**Step 4.** Grievances that are not satisfactorily resolved at Step 3 may be appealed to arbitration, in accordance with Section 6 of this Article. The Union may elect to arbitrate dismissal grievances under Section 6 or Section 11 of this Article, but not both.

**(B) Exceptions to Initial Filing at Step 1**

**(1) Grievances Filed Initially at Step 2**

The following types of grievances shall be filed initially with the university President or designee (Step 2), in accordance with the procedures specified in Sections 1 and 5(A) of this Article:

- (a) Discipline grievances above a letter of reprimand other than dismissal;
- (b) Discrimination grievances (Article 19);
- (c) Family Medical Leave Act (FMLA)/Oregon Family Leave Act (OFLA) grievances;
- (d) Layoff and recall grievances (Article 48);
- (e) Reclassification downward (Article 53, Section 4);
- (f) IT Competency Levels (Article 66, Section 4, B, C, and D);
- (g) Multi-supervisor grievances (grievances in a university involving two or more supervisors in a university—Article 18, Section 4).
- (h) Grievances alleging a violation of Article 2 – Recognition, Section 5 regarding temporary appointments.

**(2) Grievances Filed Initially At Step 3.**

The following types of grievances shall be filed initially with the OUS Office of General Counsel (Step 3) in accordance with the procedures specified in Sections 1 and 4 of this Article:

- (a) Dismissal Grievances;
- (b) Reclassification upward grievances (Article 53, Section 4(A));
- (c) Multi-university grievances (grievances involving employees in more than one university—Article 18, Section 4).

**(C) Family Medical Leave Act/Oregon Family Leave Act Grievances.** Any grievances alleging a violation of Article 40 – Sick Leave, Section 9, Family Medical Leave Act (FMLA) will be submitted in writing within thirty (30) calendar days of the date the grievant or the Union knows or by reasonable diligence should have known of the alleged grievance, directly to the university President or designee as defined or used in Article 18, Section 5. A copy of the grievance shall be sent concurrently to the OUS Office of General Counsel. The university President or designee shall respond within thirty (30) calendar days after receipt of the grievance. All unresolved FMLA grievances may be submitted by the Union or the grievant to the U. S. Department of Labor if not already so filed. All unresolved OFLA grievances may be submitted by the Union or the grievant to the Oregon Bureau of Labor and Industries (BOLI) if not already so filed. However, such grievances shall not be subject to arbitration under this Agreement. Nothing in this Article shall preclude an employee from filing a complaint with BOLI or the U.S. Department of Labor at any time.

**Section 6(A). Arbitration Selection and Authority.** For dismissal grievances refer to Section 10 of this Article. Within fifty-five (55) calendar days of receipt of OUS’s response at Step 3 by the Union’s Legal Department, the Union shall notify the federal Mediation and Conciliation Service (FMCS) of the dispute and request a list of arbitrators that shall be specifically limited to Oregon, Washington and Idaho arbitrators. (During the term of the 2013-15 Agreement, the parties shall attempt to reach agreement on a permanent panel of arbitrators and a process for using such arbitrators, in lieu of the current FMCS selection process. In the absence of agreement on such a panel and process, the current selection process will be retained.)

A copy of such notice shall be sent concurrently to the OUS Office of General Counsel and the Human Resources Office for the university with which the grievance was initially filed. Selection of arbitrators and dates shall be in accordance with the rules of FMCS. The arbitration will be handled in accordance with the rules of FMCS. In the event the Union fails

to notify FMCS within fifty-five (55) calendar days of receipt of the OUS Step 3 response, as specified above, the grievance shall be considered withdrawn and it cannot be resubmitted. The Union may request, and OUS may agree, to an additional thirty (30) calendar days in which to file a request to select an arbitrator. However, any additional time agreed to will not be used in calculating the Employer's liability for any remedy awarded by an arbitrator.

**(B)** The arbitrator shall have the authority to hear and rule on all issues that arise over substantive or procedural arbitrability. Such issues, if raised, must be heard prior to hearing the merits of any appeal to arbitration. Upon motion by either party to bifurcate the hearing on procedural or substantive arbitrability issues, the arbitrator will make the determination on bifurcation. Should the arbitrator choose to take the arbitrability issue under advisement and proceed with the merits, he/she shall issue a written decision on the arbitrability issue only, should the issue be found to be nonarbitrable.

**(C)** The Parties agree that the decision or award of the arbitrator shall be final and binding on each of the parties. The arbitrator shall issue his/her decision or award within thirty (30) calendar days of the closing of the hearing record. The arbitrator shall have no authority to rule contrary to, to amend, add to, subtract from, change or eliminate any of the terms of this Agreement, and shall be confined to the application and interpretation of this Agreement. The arbitrator shall not make any decision that limits or interferes with the authority of the Employer, except as modified by this Agreement.

**(D)** The Parties shall split the arbitrator's charges equally. Should a grievance be withdrawn after the selection of an arbitrator, all charges by the arbitrator shall be paid by the withdrawing party unless the grievance is withdrawn pursuant to a settlement of the grievance. All other expenses shall be borne exclusively by the party requiring the service or item for which payment is to be made.

**Section 7.** A grievant and the Steward of record shall be granted leave with pay for appearance in arbitration proceedings, including the time required going and returning to his/her headquarters. NOTE: See Article 43 - Leaves With Pay, Section 3.

**Section 8.** No reprisals shall be taken against any employee for exercise of his/her rights under the provisions of this Article.

**Section 9. Grievance Committees.** A committee of the Union Stewards for each university as listed below shall be appointed by the Union to act as a grievance committee. The committee shall discuss employee grievances for the purpose of achieving resolutions at the lowest possible level of the grievance procedure. The Union Stewards appointed to this committee shall be allowed one (1) hour on duty per month for committee meetings, without loss of pay and benefits provided time off is prescheduled with the supervisor and activity is reported to the supervisor pursuant to Article 10 - Union Rights, Section 9. The university shall suffer no overtime obligation as a result of this Article. The employees in each university shall be allowed not more than the following:

- Oregon State University Five (5) Union Stewards
- University of Oregon Three (3) Union Stewards
- Portland State University Three (3) Union Stewards
- Western Oregon University Two (2) Union Stewards
- Oregon Institute of Technology Two (2) Union Stewards
- Eastern Oregon University Two (2) Union Stewards
- Southern Oregon University Two (2) Union Stewards

**Section 10(A). Expedited Arbitration of Dismissal Grievances.** If the Union wishes to proceed to arbitration on a dismissal grievance it shall notify the OUS Office of General Counsel of its intent to proceed to arbitration within twenty (20) calendar days following the date that the Step 3 response was received by the Union's Legal Department. A copy of the notice shall be sent concurrently to the Human Resources Office for the university with which the grievance was initially filed. Unless the Union specifies in such notice that it wishes to process the grievance under Section 6(A) of this Article, the parties agree to use the expedited procedure specified in this Section, and the parties will mutually arrange for scheduling an arbitrator in accordance with paragraph (B) of this Section.

**(B)** The parties have agreed on a list of five arbitrators who have agreed in advance to be available on short notice to hear such cases. Arbitrators shall be used on a rotational basis. An arbitrator unable to hear an expedited arbitration case within sixty (60) calendar days of his/her selection shall be deemed unavailable and the next arbitrator in turn will be selected. If no arbitrators on the list are available to hear the case within sixty (60) calendar days, the earliest available arbitrator shall be used.

**(C)** The hearing shall be conducted as soon as practicable. Except by mutual agreement, there shall be no transcripts. The arbitrator shall issue a decision as soon as possible, but no later than twenty-one (21) calendar days after the hearing has been closed. The 21-day requirement may only be waived by mutual agreement of the parties.

**Section 11. Bi-Monthly Meetings.** The Chief Steward or Steward designated by the Union and the university's chief human resources officer or designee shall schedule bi-monthly meetings to review pending grievances and contractual issues and to make good faith efforts to resolve such grievances and issues. The Chief Steward or Steward designated by the Union and the university's chief human resources officer or designee shall mutually agree on the participation of other Union and Employer representatives at these meetings on a case-by-case basis. Such meetings shall take place during regular working hours. Bargaining unit employees authorized to attend these meetings shall be considered to be on work time.

**Section 12.** Upon the Union's written request in support of a specific grievance, the university, within a reasonable period of time, will provide a listed summary of redacted Employer-issued disciplinary actions. Such requests will not extend beyond the statutory records retention requirement and the cost for preparing the summary will be borne by the Union.

### **Sanctions and Protective Measures**

In all cases, investigations that result in a finding of preponderance of the evidence that a violation of the policy occurred may lead to the initiation of disciplinary procedures against the accused individual. University sanctions against students may be imposed upon those determined to have violated this policy and include the following: educational activity, area restriction, housing relocation, cancellation of housing contract, court mandated sessions, deferred suspension, follow-up meetings, research or reflection assignments, expulsion, referrals to Alcohol and Other Drug (AOD) programs or counseling or meetings, no contact orders, participation restrictions, residential disciplinary probation, conduct probation, community restitution, suspension, emergency suspension, or written warning. The university reserves the right to give one or more sanctions listed above.

Employees found responsible could face outcomes ranging from written warning to the termination of employment. Sexual Assault, Domestic Violence, Dating Violence, and Stalking are criminal acts which also may subject the perpetrator to criminal and civil penalties under federal and state law.

The Title IX Coordinator or their designee will determine whether interim interventions and protective measures should be implemented, and, if so, take steps to implement those protective measures as soon as possible. Examples of interim protective measures include, but are not limited to: a university order of no contact, residence hall relocation,

adjustment of course schedules, a leave of absence, or reassignment to a different supervisor or position. These remedies may be applied to one, both, or multiple parties involved.

Violations of the Title IX Coordinator's directives and/or protective measures will constitute related violations that may lead to additional disciplinary action. Protective measures imposed may be temporary pending the results of an investigation or may become permanent as determined by Oregon State University.

**Disclosures to Victims of Violent Crimes and Non-Forcible Sex Offenses**

Oregon State University will, upon written request, disclose to the alleged survivor of a crime of violence (as that term is defined in section 16 of title 18, United States Code), or a non-forcible sex offense (Incest and Statutory Rape), the report on the results of any student conduct proceeding conducted by Oregon State University against a student who is the alleged perpetrator of such crime or offense. If the alleged survivor is deceased as a result of such crime or offense, the next of kin of such survivor shall be treated as the alleged victim for purposes of this paragraph.

## Annual Fire Safety Report

Oregon State University publishes this fire safety report as a part of its annual Clery Act Compliance. This report contains information regarding the fire safety practices and standards for Oregon State University, including the statistics concerning the number of fires, the cause of each fire, the number of injuries and deaths caused by each fire, and the value of the property damages caused by the fire.

This printed report is available at the Office of Human Resources, 204 Kerr Administration Building, Corvallis, OR 97331 or [hr.oregonstate.edu/files/compliance/clery/osu\\_clery\\_asfsr.pdf](http://hr.oregonstate.edu/files/compliance/clery/osu_clery_asfsr.pdf).

### Fire Safety Systems in Residential Facilities

Fire safety is top concern of UHDS, Oregon State University, and the Corvallis Fire Department. The Residential Hall Staff conduct a minimum of one fire drill per residential facility, per term to practice the safe and orderly evacuation of the buildings. Evacuation guidelines are posted in each room.

The Assistant Director of Operations for UHDS, in concert with the Corvallis Fire Department, conducts training sessions for students and staff. To ensure a preventative approach, the Corvallis Fire Department is contracted by UHDS to perform annual fire safety inspections of all facilities during the fall term, including The Gem. Follow-up inspections are conducted within three months of this annual inspection. For more information on the Corvallis Fire Department, visit their website at [ci.corvallis.or.us/fire](http://ci.corvallis.or.us/fire).

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

A majority of the university buildings are equipped with automatic fire detection and alarm systems that are constantly monitored by the Department of Public Safety Dispatch Center.

Buildings are equipped with a variety of features that are designed to detect, stop, and/or suppress the spread of a fire. A door can be the first line of defense against the spread of smoke or fire from one area to another. Some doors, such as fire doors in corridors or stairwells of residence halls, are designed to stand up to fire than those of individual rooms. It is important that these doors are closed for them to work. The table below will give more information about the types of fire suppression systems in each housing facility.

### Fire Safety Rule for UHDS

UHDS has posted in their Policy Guide a list of fire safety rules.

1. Students may not tamper with, disable, cover or damage fire equipment, including but not limited to sprinkler heads, smoke detectors, alarms/strobe lights, exit signs, pull stations, sprinkler system, fire doors and fire extinguishers, heat sensors, and fire safety signage. Students who tamper with fire equipment may face disciplinary action, a monetary fine, or both. Students may not hang items from the sprinkler heads, cages covering the sprinkler heads, or pipes associated with sprinklers.
2. OSU is a smoke-free campus. Smoking, including "electronic cigarettes," in any residence hall, dining center, or UHDS office, meeting, or classroom space is strictly prohibited. See the Smoke Free Policy for more information at [oregonstate.edu/smokefree/](http://oregonstate.edu/smokefree/).
3. The following items may not be used or possessed inside of UHDS buildings and within 30 feet of UHDS buildings: Candles/incense (for any purpose, including ceremonial, decorative, or burning purposes), extension cords without fuse protectors, open flames, hookahs, smokeless apparatus such as electronic cigarettes, vaporizers, combustible materials or liquids, live cut trees, dried plants, light bulbs that generate excessive heat (including halogen and/or incandescent bulbs that exceed 60 watts), or other large flammable material.

4. Hall fire doors **MUST** be closed at all times unless they are held open by magnets that are connected to the fire alarm system. These doors must be free of obstruction and able to close should the fire alarm sound.
5. Students may loft their bed if they follow the rules outlined at the following site: [oregonstate.edu/uhrs/loft-kits](http://oregonstate.edu/uhrs/loft-kits).
6. Students may not plug power strips or extension cords into other power strips or extension cords. Hallways must remain clear of all items that pose a tripping hazard. These items include, but are not limited to shoes, bikes, bed parts, and trash.
7. Residents and their guests are not allowed to sleep in public or common areas.
8. Residents and their guests may not leave food unattended while cooking. Residents may only put food and items that are microwave safe into a microwave.
9. Doors and walls in the hallway must be clear of large coverings that are taped or tacked to the surface. No more than 30% of any door or wall surface may be covered with combustible materials. Wall surfaces include doors, resident doors, windows, ceilings and floors. Please refer to the UHDS General Promotion Guidelines for additional information about posting materials anywhere other than your assigned residence hall room door.
10. Fog, smoke, and haze machines are prohibited.
11. When a fire alarm is activated, all persons inside a residential or dining facility are required to leave the building immediately, even if it is believed to be a drill or false alarm.

### Response to Fire Alarms in Residence Halls

Failure to respond to a fire alarm or to Residential Education staff requests during an evacuation may result in university disciplinary action and/or municipal fines. University officials may refer residents to the Oregon State Police for investigation and prosecution through the District Attorney's Office if they appear to be engaged in any of the following activities: pranks or false alarms that violate any fire safety policy, attempted arson, or arson. In addition, they may be subject to immediate housing removal and other university disciplinary action including fines and restitution.

Any fire equipment that requires maintenance should be reported immediately to a Residential Education staff member or to the service center.

### Prohibited Items

In addition to the fire safety list, On-Campus residents are given a list of acceptable appliances. Below is a partial list of prohibited items, but students should ask UHDS staff about appliances not listed on this page **BEFORE** bringing them to campus or into a living group.

- **Any damaged or altered appliance.** All appliances should be UL listed.
- **Any appliance that produces steam, smoke, or grease laden vapors.** Clothes irons and electric kettles used to boil water are the only exceptions to this
- **Wireless network routers & wireless access points.** Installing additional access points could interfere with OSU's wireless infrastructure.
- **Air conditioners.**
- **Barbecues & grills. Fog, smoke, and haze machines. Hookahs, hookah smoking accessories, e-cigarettes, vaporizers.**
- **Gasoline, electric, or hybrid powered scooters.** If you have a specific need, talk with your Resident Director.
- **Halogen lamps.**
- **Extension cords without built in fuse protection.**
- **Lava lamps.**
- **Crockpots, rice cookers, and slow cookers.** The exception to this is that a crockpot or rice cooker may be used in the community kitchen in your building. Just make sure you're not leaving your food unattended.
- **Electric Woks.**
- **Portable Space Heaters.** If you have a special need for an exception, please talk to your Resident Director who can guide you through the process.

- **Other cooking appliances**, including: electric grills and sandwich makers / presses, toasters and toaster ovens, hot plates, and electric fryers. Toasters and toaster ovens may be stored and used in the community kitchen in your building after talking to your Resident Director.
- **Electric Blankets** – Only electric blankets that were manufactured after 2001 are allowed. Blankets manufactured after this date were equipped with additional safety features.
- **Microwaves**. The only microwaves that are allowed are those that are part of a MicroFridge® system. Information about renting or purchasing a MicroFridge® can be found here: [collegiateconcepts.net/9/](http://collegiateconcepts.net/9/) or from various other online retailers.
- **Coffee Makers**. As long as your coffee maker doesn't use a warming plate to keep the coffee warm, you can use it in your room.
- Students living in Halsell Hall may store and use the following items in their in-suite kitchenettes:
  - Toasters / toaster ovens
  - Rice cookers
  - Crockpots / slow cookers

### Fire Safety Plan

A Fire Safety Plan has been developed for each on campus residence facility. Specific instructions for each facility are contained in those plans. They may be found on the Department of Public Safety website at [fa.oregonstate.edu/publicsafety/fire](http://fa.oregonstate.edu/publicsafety/fire).

Instruction in the following evacuation procedures is offered at fall resident orientations at each residence hall:

- Get to know your building.
- Notify university / hall staff members if you have any special needs that would prevent you from exiting the building on your own.
- Check –in with your hall staff for hall specific fire evacuation plans.
- Residents must submit an emergency contact information sheet when applying for housing and any changes need to be made immediately as they occur.
- Touch the door to check if it is hot before opening it.
- Activate the fire alarm by pulling a pull station as you leave, if it is safely to do so, and evacuate the building.
- Once you are in a safe location, and if no staff members are present, call 911 to speak with Corvallis City Dispatch, or 541-737-7000 to speak with the Department of Public Safety Dispatch, to report the fire.
- Meet with the Fire Department if you are the one who reported the incident.
- Do not attempt to re-enter the building until advised by the fire department or a university official to do so.

### Fire Safety Tips –

- Never leave cooking unattended.
- Do not assume an alarm is false.
- Do not use elevators in the event of a fire.
- Know two ways out of your resident hall or office building.
- If unable to exit the building, go to the nearest exit stairwell or safe area of refuge and call the Department of Public Safety Dispatch Center 541-737-7000 or 911 to report your location.
- If trained, use a fire extinguisher if the fire is small and contained, and the room is not filled with smoke.

**Evacuation**

1. All residents are required to become familiar with the building fire evacuation plan. Each hall has an Emergency Evacuation Plan with detailed instructions for fire safety, evacuation, and training requirements. See [fa.oregonstate.edu/publicsafety/fire](http://fa.oregonstate.edu/publicsafety/fire) for additional information.
2. Fire alarm pull stations are located in each building. If there is a fire, pull the alarm and exit the building. When a fire alarm is activated, all persons inside residential or dining facilities must evacuate the building immediately, even if it is believed to be a drill.
3. When an alarm sounds, follow these guidelines:
  - a. Close room doors and windows.
  - b. Wear shoes and carry or wear a coat.
  - c. Don't panic - move quickly outside the building to at least 50 feet away from the structure and to the designated assembly point and follow the direction of personnel from the fire department, Oregon State Police, Department of Public Safety, and Residential Education hall staff. If you have questions about where your designated assembly point is located, please talk to your Resident Assistant or Resident Director.
4. Do not use elevators as exit routes. Use exterior stairwells or fire escape ladders. As a second option, use a central staircase.
5. If you are on an upper floor and are not able to escape from your room:
  - a. Close your door and seal it off with a towel or blanket. Dial 911 and report your situation to the dispatcher. Don't hang up until directed to do so.
  - b. Hang a brightly colored sheet or towel from your window to alert emergency crews to your location.
  - c. Open your window for fresh air if necessary. If smoke enters the room from the outside, CLOSE your window immediately.
  - d. Wait for rescue. You can be safe inside your room for a long time as long as you don't panic, open the door, or prematurely jump from your window.

The following residence hall evacuation plans are available online:

Residence Hall	Website
<b>Azalea House</b>	<a href="http://fa.oregonstate.edu/files/publicsafety/AzaleaEvac.pdf">fa.oregonstate.edu/files/publicsafety/AzaleaEvac.pdf</a>
<b>Avery Lodge</b>	<a href="http://fa.oregonstate.edu/files/publicsafety/AveryEvac.pdf">fa.oregonstate.edu/files/publicsafety/AveryEvac.pdf</a>
<b>Bloss Hall</b>	<a href="http://fa.oregonstate.edu/files/publicsafety/BlossEvac.pdf">fa.oregonstate.edu/files/publicsafety/BlossEvac.pdf</a>
<b>Callahan Hall</b>	<a href="http://fa.oregonstate.edu/files/publicsafety/CallahanEvac.pdf">fa.oregonstate.edu/files/publicsafety/CallahanEvac.pdf</a>
<b>Cauthorn Hall</b>	<a href="http://fa.oregonstate.edu/files/publicsafety/CauthornEvac.pdf">fa.oregonstate.edu/files/publicsafety/CauthornEvac.pdf</a>
<b>Dixon Hall</b>	<a href="http://fa.oregonstate.edu/files/publicsafety/DixonEvac.pdf">fa.oregonstate.edu/files/publicsafety/DixonEvac.pdf</a>
<b>Finley Hall</b>	<a href="http://fa.oregonstate.edu/files/publicsafety/FinleyEvac.pdf">fa.oregonstate.edu/files/publicsafety/FinleyEvac.pdf</a>
<b>Halsell Hall</b>	<a href="http://fa.oregonstate.edu/files/publicsafety/HalsellEvac.pdf">fa.oregonstate.edu/files/publicsafety/HalsellEvac.pdf</a>
<b>Hawley Hall</b>	<a href="http://fa.oregonstate.edu/files/publicsafety/HawleyEvac.pdf">fa.oregonstate.edu/files/publicsafety/HawleyEvac.pdf</a>
<b>McNary Hall</b>	<a href="http://fa.oregonstate.edu/files/publicsafety/McNaryEvac.pdf">fa.oregonstate.edu/files/publicsafety/McNaryEvac.pdf</a>
<b>Oxford House</b>	<a href="http://fa.oregonstate.edu/files/publicsafety/OxfordEvac.pdf">fa.oregonstate.edu/files/publicsafety/OxfordEvac.pdf</a>
<b>Poling Hall</b>	<a href="http://fa.oregonstate.edu/files/publicsafety/PolingEvac.pdf">fa.oregonstate.edu/files/publicsafety/PolingEvac.pdf</a>
<b>Sackett Hall</b>	<a href="http://fa.oregonstate.edu/files/publicsafety/SackettEvac.pdf">fa.oregonstate.edu/files/publicsafety/SackettEvac.pdf</a>
<b>Weatherford Hall</b>	<a href="http://fa.oregonstate.edu/files/publicsafety/WeatherfordEvac.pdf">fa.oregonstate.edu/files/publicsafety/WeatherfordEvac.pdf</a>
<b>West Hall</b>	<a href="http://fa.oregonstate.edu/files/publicsafety/WestEvac.pdf">fa.oregonstate.edu/files/publicsafety/WestEvac.pdf</a>
<b>Wilson Hall</b>	<a href="http://fa.oregonstate.edu/files/publicsafety/WilsonEvac.pdf">fa.oregonstate.edu/files/publicsafety/WilsonEvac.pdf</a>

While Tebeau Hall, the International Living Learning Center and the GEM residence facility do not have their evacuation plan available online, it is available in hard copy upon request. Please contact the Department of Public Safety to request a copy.

## Fire safety education and training programs provided to the students and employees

### Ongoing Training

- Residence hall staff will receive quarterly orientation to the operations and locations of the fire alarm system as well as a review of the plan and their roles. Staff will also conduct a quarterly simulation exercise where they will practice their individual roles. Resident Directors receive fire safety training every August. Resident Assistants receive fire safety training every September.
- Residents receive a general orientation to the systems present in their hall/all floor meeting at the beginning of the academic year. Residents also participate in two evacuations drills in the fall term, (one is unannounced and one is announced). There is one in the spring and winter terms as well. After each drill the information is reviewed again.
- Corvallis Fire Department also conducts the following training opportunities:
  - Maintains an information booth at every START event.
  - Attends the Beaver Community Fair each October.
  - Provides fire safety training to the fraternities and sororities every September with a workshop every February.
  - Conducts a Fire Safety Day for the Kid Spirit program every July/August.
  - Conducts a fire safety event at the annual Dixon Recreation Night each September.
  - Provides various fire extinguisher training around campus continuously. Includes the training provided to the Plageman Student Health Center on their training day each September.
  - Provides fire safety training for all dining hall staff every September.

### Organization to which students and employees should report that a fire occurred:

A daily fire log is available for review at the Department of Public Safety, 200 Cascade Hall, 301 SW 17th Street, Corvallis, Oregon 97333. The fire log includes information about fires that occur in residential facilities including the nature, date, time, and general location. A fire is defined as any instance of open flame or other burning in a place not intended to contain the burning or in an uncontrolled manner.

If a fire occurs in any Oregon State University building, the campus community member should immediately notify the Department of Public Safety Dispatch Center at 541-737-7000 (emergency line) or dial 911 to speak with the Corvallis Fire Department Dispatch directly from any campus extension. An alert will go directly to the Department of Public Safety Dispatch that a 911 call is being made on campus.

When calling, please provide as much information as possible about the location and possible cause of the fire. The Department of Public Safety will initiate a response when called directly, as the department has a direct dial phone line to the City of Corvallis Emergency Dispatch Center and can contact the Corvallis Fire Department quickly through this communication link.

If a member of the Oregon State University campus community finds evidence of a fire that has been extinguished, and the person is not sure whether the Department of Public Safety has already responded, the campus community member should immediately notify the Department of Public Safety to investigate and document the incident. Oregon State University has a Certified Fire Marshall Investigator from the Corvallis Fire Department assigned to the Corvallis campus and is available 24 hours a day for such purposes.

The university takes fire safety seriously and has established fire safety programs for students living in on campus residence halls. Fire evacuation plans have been established for each residence hall and copies of these plans can be found on the inside of the door of each room. The university has specific fire safety programs that target employees and contractors working on campus such as CPR training, fire extinguisher training, and first aid. Fire Safety training can be provided upon request by calling the Office of Environmental Health and Safety at 541-737-2273.

Inspections are conducted to ensure all of the rules and regulations for the residential buildings are being adhered to. The inspections include, but are not limited to:

- Visual examination of electrical cords.
- Sprinkler heads.
- Smoke detectors.
- Fire extinguishers.
- And other life safety systems.

In addition, each room will be examined for the presence of prohibited items (e.g. sources of open flames, such as candles, non-surge protected extension cords, halogen lamps, portable cooking appliances in non-kitchen areas, etc.) or prohibited activity (e.g. smoking in the room, tampering with the life safety equipment, possession of pets, etc.). This inspection will also include a general assessment of food and waste storage and cleanliness of the room. Prohibited items will be immediately disabled with a locking device or confiscated and donated / discarded if found, without reimbursement. Students are required to read and comply with the University Housing and Dining Services, The Student Policy and Information Guide, [oregonstate.edu/uhrs/uhrs-policy-guide](http://oregonstate.edu/uhrs/uhrs-policy-guide).

**Plans for future improvements in fire safety:**

The Oregon State University continues to assess and upgrade fire safety equipment as an ongoing process to ensure that all equipment meets National Fire Safety standards. Future improvements will be made as needed as a part of the ongoing assessment process.

The UHDS Safety Initiative is responsible for:

- Reviewing data from Reports of Accident generated by incidents within UHDS facilities.
- Identifying areas and topics for additional training based on trends.
- Compiling resources for recurring and reactive training sessions.

## Residence Hall Fire Suppression Systems

Oregon State University - Corvallis Campus						
Facility/Address	Fire Alarm Monitoring On Site by Department of Public Safety Dispatch	Full Sprinkler System	Smoke Detection	Fire Extinguishers	Evacuation Plans / Placards	# of Evacuation (fire) Drills Each Calendar Year*
Avery Lodge** 1030 SW Madison Ave Corvallis, OR 97331	Y	N	Y	Y	Y	4
Azalea House** 1050 SW Madison Ave Corvallis, OR 97331	Y	Y	Y	Y	Y	4
Bloss Hall 2001 SW Western Blvd Corvallis, OR 97333	Y	N	Y	Y	Y	4
Buxton Hall 310 SW Weatherford Pl Corvallis, OR 97331	Y	Y	Y	Y	Y	4
Callahan Hall 1420 SW Jefferson Way Corvallis, OR 97331	Y	N	Y	Y	Y	4
Cauthorn Hall 361 SW Sackett Pl Corvallis, OR 97331	Y	N	Y	Y	Y	4
Dixon Lodge** 265 SW 11th St Corvallis, OR 97333	Y	Y	Y	Y	Y	4
Finley Hall 2100 SW May Way Corvallis, OR 97331	Y	N	Y	Y	Y	4
The Gem 155 NW Kings Blvd Corvallis, OR 97331	Y	Y	Y	Y	Y	4
Halsell Hall 644 SW 17th Street Corvallis, OR 97333	Y	Y	Y	Y	Y	4
Hawley Hall 311 SW Sackett Pl Corvallis, OR 97331	Y	Y	Y	Y	Y	4
Int'l Living Learning Center 1701 SW Western Blvd Corvallis, OR 97333	Y	Y	Y	Y	Y	4

McNary Hall 1220 SW Jefferson Way Corvallis, OR 97331	Y	Y	Y	Y	Y	4
Orchard Court Family Housing 3405 NW Orchard Ave Corvallis, OR 97330	Y	New Units Only	Y	Y	Y	4
Oxford House** 957 SW Jefferson Way Corvallis, OR 97331	Y	Y	Y	Y	Y	4
Poling Hall 360 SW Weatherford Pl Corvallis, OR 97331	Y	N	Y	Y	Y	4
Sackett Hall 2901 SW Jefferson Way Corvallis, OR 97331	Y	Y	Y	Y	Y	4
Tebeau Hall SW 13 <sup>th</sup> St Corvallis, OR 97331	Y	Y	Y	Y	Y	4
Weatherford Hall 300 SW 26th St Corvallis, OR 97331	Y	Y	Y	Y	Y	4
West International House 391 SW 30th St Corvallis, OR 97331	Y	Y	Y	Y	Y	4
Wilson Hall 1351 SW Adams Ave Corvallis, OR 97331	Y	N	Y	Y	Y	4

\*Fire drills are conducted once each term (twice in the Fall)

\*\*These buildings (known as “Co-op” housing) were permanently vacated for student housing usage 06/14/2014.

**Oregon State University - Hatfield Marine Science Center, Newport, OR**

Facility/Address	Fire Alarm Monitoring On Site by Department of Public Safety Dispatch	Full Sprinkler System	Smoke Detection	Fire Extinguishers	Evacuation Plans / Placards	# of Evacuation (fire) Drills Each Calendar Year*
Bunkhouse 2030 SE Marine Science Dr Bldg 902 Newport, OR 97365	N	N	Y	Y	Y	2
Li House 2030 SE Marine Science Dr Bldg 903 Newport, OR 97365	N	N	Y	Y	Y	2
Winton House 2030 SE Marine Science Dr Bldg 907 Newport, OR 97365	N	N	Y	Y	Y	2
Faculty and Family Housing 2030 SE Marine Science Dr Bldg 1 Newport, OR 97365	N	N	Y	Y	Y	2
Faculty and Family Housing 2030 SE Marine Science Dr Bldg 2 Newport, OR 97365	N	N	Y	Y	Y	2

\*Fire drills are conducted in the Fall and Spring term

**Oregon State University - Cascades, Bend, OR**

Facility/Address	Fire Alarm Monitoring Third Party**	Full Sprinkler System	Smoke Detection	Fire Extinguishers	Evacuation Plans / Placards	# of Evacuation (fire) Drills Each Calendar Year*
Juniper Hall 2610 NW College Way Bend, OR 97703	Y	Y	Y	Y	Y	1

\*Fire drills are conducted once per year

\*\*Fire alarm monitoring by EM24, COCC Department of Public Safety on site to respond 24/7

Fire Statistics Reported for 2012, 2013, 2014

**Annual Fire Statistics for Oregon State University, Corvallis, OR**

Statistics and Related Information Regarding Fires in Residential Facilities.

2014					
Facility/Address	Total Fire(s) in Each Building	Cause of Fire	Number of Injuries that Required Treatment at a Medical Facility	Number of Deaths Related to Fire	Value of Property Damage Caused by Fire
*Avery Lodge 1030 SW Madison Ave Corvallis, OR 97331	0				
*Azalea House 1050 SW Madison Ave Corvallis, OR 97331	0				
Bloss Hall 2001 SW Western Blvd Corvallis, OR 97333	0				
Buxton Hall 310 SW Weatherford Pl Corvallis, OR 97331	0				
Callahan Hall 1420 SW Jefferson Way Corvallis, OR 97331	0				
Cauthorn Hall 361 SW Sackett Pl Corvallis, OR 97331	0				
*Dixon Lodge 265 SW 11th St Corvallis, OR 97333	0				
Finley Hall 2100 SW May Way Corvallis, OR 97331	0				
The Gem 155 NW Kings Blvd Corvallis, OR 97331	0				
Halsell Hall 644 SW 17th Street Corvallis, OR 97333	0				
Hawley Hall 311 SW Sackett Pl Corvallis, OR 97331	0				
International Living Learning Center 1701 SW Western Blvd Corvallis, OR 97333	0				

McNary Hall 1220 SW Jefferson Way Corvallis, OR 97331	0				
Orchard Court Family Housing 3405 NW Orchard Ave Corvallis, OR 97330	0				
*Oxford House 957 SW Jefferson Way Corvallis, OR 97331	0				
Poling Hall 360 SW Weatherford Pl Corvallis, OR 97331	1	Burning food from stovetop singed floor tiles	0	0	\$0-\$99
Sackett Hall 2901 SW Jefferson Way Corvallis, OR 97331	0				
Weatherford Hall 300 SW 26th St Corvallis, OR 97331	1	Candle lit paper towel roll on fire	0	0	\$0-\$99
West International House 391 SW 30th St Corvallis, OR 97331	0				
Wilson Hall 1351 SW Adams Ave Corvallis, OR 97331	0				

\*As of 6/14/2014, these residence facilities will no longer house students.

2013			Number of Injuries that Required Treatment at a Medical Facility	Number of Deaths Related to Fire	Value of Property Damage Caused by Fire
Facility/Address	Total Fire(s) in Each Building	Cause of Fire			
Avery Lodge 1030 SW Madison Ave Corvallis, OR 97331	0				
Azalea House 1050 SW Madison Ave Corvallis, OR 97331	0				
Bloss Hall 2001 SW Western Blvd Corvallis, OR 97333	0				
Buxton Hall 310 SW Weatherford Pl Corvallis, OR 97331	0				
Callahan Hall 1420 SW Jefferson Way Corvallis, OR 97331	0				



Cauthorn Hall <b>361 SW Sackett Pl Corvallis, OR 97331</b>	0				
Dixon Lodge <b>265 SW 11th St Corvallis, OR 97333</b>	0				
Finley Hall <b>2100 SW May Way Corvallis, OR 97331</b>	0				
The Gem <b>155 NW Kings Blvd Corvallis, OR 97331</b>	0				
Halsell Hall <b>644 SW 17th Street Corvallis, OR 97333</b>	0				
Hawley Hall <b>311 SW Sackett Pl Corvallis, OR 97331</b>	0				
International Living Learning Center <b>1701 SW Western Blvd Corvallis, OR 97333</b>	0				
McNary Hall <b>1220 SW Jefferson Way Corvallis, OR 97331</b>	0				
Orchard Court Family Housing <b>3405 NW Orchard Ave Corvallis, OR 97330</b>	0				
Oxford House <b>957 SW Jefferson Way Corvallis, OR 97331</b>	0				
Poling Hall <b>360 SW Weatherford Pl Corvallis, OR 97331</b>	0				
Sackett Hall <b>2901 SW Jefferson Way Corvallis, OR 97331</b>	0				
Weatherford Hall <b>300 SW 26th St Corvallis, OR 97331</b>	0				
West International House <b>391 SW 30th St Corvallis, OR 97331</b>	0				
Wilson Hall <b>1351 SW Adams Ave Corvallis, OR 97331</b>	0				

<b>2012</b>		<b>Total Fire(s) in Each Building</b>	<b>Cause of Fire</b>	<b>Number of Injuries that Required Treatment at a Medical Facility</b>	<b>Number of Deaths Related to Fire</b>	<b>Value of Property Damage Caused by Fire</b>
<b>Avery Lodge</b> <b>1030 SW Madison Ave</b> <b>Corvallis, OR 97331</b>	0					
<b>Azalea House</b> <b>1050 SW Madison Ave</b> <b>Corvallis, OR 97331</b>	0					
<b>Bloss Hall</b> <b>2001 SW Western Blvd</b> <b>Corvallis, OR 97333</b>	1	Intentional Lit cigarette dropped in trash	0	0	\$0 - 99	
<b>Buxton Hall</b> <b>310 SW Weatherford Pl</b> <b>Corvallis, OR 97331</b>	1	Unintentional Fire in microwave, put out with fire extinguisher	0	0	\$0 - 99	
<b>Callahan Hall</b> <b>1420 SW Jefferson Way</b> <b>Corvallis, OR 97331</b>	0					
<b>Cauthorn Hall</b> <b>361 SW Sackett Pl</b> <b>Corvallis, OR 97331</b>	0					
<b>Dixon Lodge</b> <b>265 SW 11th St</b> <b>Corvallis, OR 97333</b>	0					
<b>Finley Hall</b> <b>2100 SW May Way</b> <b>Corvallis, OR 97331</b>	0					
<b>The Gem</b> <b>155 NW Kings Blvd</b> <b>Corvallis, OR 97331</b>	0					
<b>Halsell Hall</b> <b>644 SW 17th Street</b> <b>Corvallis, OR 97333</b>	0					
<b>Hawley Hall</b> <b>311 SW Sackett Pl</b> <b>Corvallis, OR 97331</b>	0					
<b>International Living Learning Center</b> <b>1701 SW Western Blvd</b> <b>Corvallis, OR 97333</b>	0					
<b>McNary Hall</b> <b>1220 SW Jefferson Way</b> <b>Corvallis, OR 97331</b>	0					

Oxford House 957 SW Jefferson Way Corvallis, OR 97331	0				
Poling Hall 360 SW Weatherford Pl Corvallis, OR 97331	1	Intentional burnt piece of paper on floor, cigar butt extinguished on a metal trash receptacle	0	0	\$0 - 99
Sackett Hall 2901 SW Jefferson Way Corvallis, OR 97331	1	Unintentional Paper towel caught fire when it fell on the stove	0	0	\$0 - 99
Weatherford Hall 300 SW 26th St Corvallis, OR 97331	0				
West International House 391 SW 30th St Corvallis, OR 97331	0				
Wilson Hall 1351 SW Adams Ave Corvallis, OR 97331	0				

## Annual Fire Statistics for Hatfield Marine Science Center, Newport, OR

Statistics and Related Information Regarding Fires in Residential Facilities.

2014		Total Fire(s) in Each Building	Cause of Fire	Number of Injuries that Required Treatment at a Medical Facility	Number of Deaths Related to Fire	Value of Property Damage Caused by Fire
Facility/Address						
Bunkhouse 2030 SE Marine Science Dr Bldg 902 Newport, OR 97365	0					
Li House 2030 SE Marine Science Dr Bldg 903 Newport, OR 97365	0					
Winton House 2030 SE Marine Science Dr Bldg 907 Newport, OR 97365	0					
Faculty and Family Housing 2030 SE Marine Science Dr Bldg 1 Newport, OR 97365	0					
Faculty and Family Housing 2030 SE Marine Science Dr Bldg 2 Newport, OR 97365	0					

2013		Total Fire(s) in Each Building	Cause of Fire	Number of Injuries that Required Treatment at a Medical Facility	Number of Deaths Related to Fire	Value of Property Damage Caused by Fire
Facility/Address						
Bunkhouse 2030 SE Marine Science Dr Bldg 902 Newport, OR 97365	0					
Li House 2030 SE Marine Science Dr Bldg 903 Newport, OR 97365	0					
Winton House 2030 SE Marine Science Dr Bldg 907 Newport, OR 97365	0					

Faculty and Family Housing <b>2030 SE Marine Science Dr Bldg 1 Newport, OR 97365</b>	0				
Faculty and Family Housing <b>2030 SE Marine Science Dr Bldg 2 Newport, OR 97365</b>	0				

<b>2012</b>					
<b>Facility/Address</b>	<b>Total Fire(s) in Each Building</b>	<b>Cause of Fire</b>	<b>Number of Injuries that Required Treatment at a Medical Facility</b>	<b>Number of Deaths Related to Fire</b>	<b>Value of Property Damage Caused by Fire</b>
Bunkhouse <b>2030 SE Marine Science Dr Bldg 902 Newport, OR 97365</b>	0				
Li House <b>2030 SE Marine Science Dr Bldg 903 Newport, OR 97365</b>	0				
Winton House <b>2030 SE Marine Science Dr Bldg 907 Newport, OR 97365</b>	0				
Faculty and Family Housing <b>2030 SE Marine Science Dr Bldg 1 Newport, OR 97365</b>	0				
Faculty and Family Housing <b>2030 SE Marine Science Dr Bldg 2 Newport, OR 97365</b>	0				

## Annual Fire Statistics for Oregon State University Cascades, Bend, OR

Statistics and Related Information Regarding Fires in Residential Facilities.

2014			Number of Injuries that Required Treatment at a Medical Facility	Number of Deaths Related to Fire	Value of Property Damage Caused by Fire
Facility/Address	Total Fire(s) in Each Building	Cause of Fire			
Juniper Hall 2610 NW College Way Bend, OR 97703	0				

2013			Number of Injuries that Required Treatment at a Medical Facility	Number of Deaths Related to Fire	Value of Property Damage Caused by Fire
Facility/Address	Total Fire(s) in Each Building	Cause of Fire			
Juniper Hall 2610 NW College Way Bend, OR 97703	0				

2012			Number of Injuries that Required Treatment at a Medical Facility	Number of Deaths Related to Fire	Value of Property Damage Caused by Fire
Facility/Address	Total Fire(s) in Each Building	Cause of Fire			
Juniper Hall 2610 NW College Way Bend, OR 97703	0				