Security and Fire Safety Report

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WWU Information on the Web

WWU Home Page ...................................................................................................................... www.wwu.edu
Alcohol/Drug Information........................................................................................................ www.wwu.edu/pws/about_adcas.shtml
Budget (Operating) .................................................................................................................. www.wwu.edu/upb/
Campus Safety ....................................................................................................................... www.wwu.edu/vpess/campussafety.shtml
Consultation & Sexual Assault Support ................................................................................ www.wwu.edu/pws/about_casas.shtml
Office of Student Life/Dean of Students Office ..................................................................... www.wwu.edu/dos/office/
Equal Opportunity Office...................................................................................................... www.wwu.edu/eoo/
Environmental Health & Safety. ............................................................................................ www.wwu.edu/depts/ehs/
New Student Services/Family Outreach .............................................................................. www.nssfo.wwu.edu/index.shtml
Prevention and Wellness ........................................................................................................ www.wwu.edu/pws/
Title IX, Sexual Harassment and Sexual Assault ................................................................ www.wwu.edu/eoo/sSexualharassmentassault.shtml
University Communications ................................................................................................... westerntoday.wwu.edu/
University Police .................................................................................................................... www.wwu.edu/ps/police/index.shtml
Vice President for Enrollment & Student Services .............................................................. www.wwu.edu/vpess/vpoffice.shtml

SAFE Campus Hotline – (360) 650-7233
General Information

ABOUT THIS PUBLICATION

The Annual Security and Fire Safety Report is published each fall by the Office of the Vice President for Enrollment and Student Services and the Office of University Communications, in collaboration with University Police, University Residences, the Dean of Students Office, Prevention and Wellness, the Equal Opportunity Office, and Environmental Health and Safety. It is designed to provide information to all students, faculty and staff regarding their safety and well-being at Western Washington University. Sources of additional information on these topics are listed throughout the publication.

Please note: Information in this publication is current as of August 2015. Subsequent changes in policy or reported statistics will be reflected in the online version of the Annual Security and Fire Safety Report, available at wwwwwu.edu/vpess/annualsafetyreport.shtml

WWU GENERAL INFORMATION*

Founded in 1899, Western Washington University is consistently ranked as one of the top public master’s granting universities in the West. The university is accredited by the Northwest Commission on Colleges and Universities. Additional information is available in the 2015-2016 General Catalog: catalog.wwu.edu.

For the 2015-2016 academic year, annual tuition and fees for resident undergraduate students at Western is $8,610.75. For resident graduate students (excluding MBA students), annual tuition and fees is $9,952; for non-resident undergraduate students, it is $20,964.75; and for non-resident graduate students (excluding MBA students), it is $20,175.72. Additional information on required fees and costs can be found at www.wwu.edu/sbo/tuition-fee-schedule.shtml

WWU STUDENT PROFILE*

Enrollment – All Students, Fall 2014
• Undergraduate Enrollment: 14,152
  Full-time: 13,050
  Part-time: 1,102
• Graduate Enrollment: 908
  Full-time: 515
  Part-time: 393

To Report a Crime or Emergency

Call 911 or x3911 (campus phones)
For a safety escort call x3555
(available dusk to dawn on campus)

• Undergraduate Student Gender:
  Men: 5,716
  Women: 7,334
• Undergraduate Student Race/Ethnicity:
  American Indian or Alaska Native, non-Hispanic: 60
  Native Hawaiian or other Pacific Islander, non-Hispanic: 28
  Asian, non-Hispanic: 939
  Black/African American, non-Hispanic: 214
  Hispanic/Latino: 1,045
  White, non-Hispanic: 10,488
  Race/Ethnicity Unknown: 114
  Non-Resident Alien: 136
  Two or more races, non-Hispanic: 1,128
• First-Year Retention Rate: 82.6%
• Six-Year Graduation Rate: 72%
• Student to Faculty Ratio: 18 to 1

*Data source: WWU Common Data Set 2014-15

WWU EMPLOYEE PROFILE*

Faculty, Fall 2014
• Full-Time Faculty: 570
• Part-Time Faculty: 328
• 88.5% of full-time faculty hold terminal degrees

Staff, Fall 2013

<table>
<thead>
<tr>
<th>Occupational category</th>
<th>Reported values</th>
<th>FTE</th>
<th>PT</th>
</tr>
</thead>
<tbody>
<tr>
<td>Total number of staff</td>
<td></td>
<td>1,557</td>
<td>425</td>
</tr>
<tr>
<td>Instructional Staff</td>
<td></td>
<td>535</td>
<td>323</td>
</tr>
<tr>
<td>Library and Instructional Support Occupations</td>
<td></td>
<td>75</td>
<td>4</td>
</tr>
<tr>
<td>Management Occupations</td>
<td></td>
<td>69</td>
<td>3</td>
</tr>
<tr>
<td>Business and Financial Operations Occupations</td>
<td></td>
<td>178</td>
<td>10</td>
</tr>
<tr>
<td>Computer, Engineering, and Science Occupinations</td>
<td></td>
<td>134</td>
<td>20</td>
</tr>
<tr>
<td>Community Service, Legal, Arts, and Media Occupations</td>
<td></td>
<td>72</td>
<td>6</td>
</tr>
<tr>
<td>Healthcare Practitioners and Technical Occupations</td>
<td></td>
<td>27</td>
<td>11</td>
</tr>
<tr>
<td>Service Occupations</td>
<td></td>
<td>120</td>
<td>1</td>
</tr>
<tr>
<td>Sales and Related Occupations</td>
<td></td>
<td>4</td>
<td>2</td>
</tr>
<tr>
<td>Office and Administrative Support Occupations</td>
<td></td>
<td>244</td>
<td>44</td>
</tr>
</tbody>
</table>
YOUR RIGHT TO KNOW: DISCLOSURE OF CONSUMER INFORMATION

Western Washington University is committed to providing full disclosure of all consumer information required by state and federal law to all students, their families and members of the campus community. A summary of required information, and where to access it, is as follows:

<table>
<thead>
<tr>
<th>Information</th>
<th>Where to Find It</th>
</tr>
</thead>
<tbody>
<tr>
<td>Alumni Employment Rates</td>
<td><a href="http://www.wwu.edu/careers/employment_salarystatus.shtml">www.wwu.edu/careers/employment_salarystatus.shtml</a></td>
</tr>
<tr>
<td>Athlete Completion Rates</td>
<td><a href="http://www.wwuvikings.com/ot/academic-excellence.html">www.wwuvikings.com/ot/academic-excellence.html</a></td>
</tr>
<tr>
<td>Diversity at Western</td>
<td><a href="http://www.wwu.edu/diversity/">www.wwu.edu/diversity/</a></td>
</tr>
<tr>
<td>Equal Opportunity and Title IX</td>
<td><a href="http://www.wwu.edu/eeo">www.wwu.edu/eeo</a></td>
</tr>
<tr>
<td>Financial Aid Information</td>
<td><a href="http://www.finaid.wwu.edu/client_services/">www.finaid.wwu.edu/client_services/</a></td>
</tr>
<tr>
<td>Graduation and Transfer Rates</td>
<td>west.wwu.edu/factbook/</td>
</tr>
<tr>
<td>Measles Immunity Requirement</td>
<td><a href="http://www.wwu.edu/chw/student_health/measles.shtml">www.wwu.edu/chw/student_health/measles.shtml</a></td>
</tr>
<tr>
<td>Policy on Alcohol and Other Drugs</td>
<td><a href="http://www.wwu.edu/policies/policy7000.shtml">www.wwu.edu/policies/policy7000.shtml</a>,</td>
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<tr>
<td></td>
<td><a href="http://www.wwu.edu/vpess/alcohol_drug_information.shtml">www.wwu.edu/vpess/alcohol_drug_information.shtml</a></td>
</tr>
<tr>
<td>Policy on Using Copyrighted Materials</td>
<td>west.wwu.edu/atus/helpdesk/FileSharing.shtml</td>
</tr>
<tr>
<td>Student Records Policy</td>
<td><a href="http://www.wwu.edu/policies/policy7000.shtml">www.wwu.edu/policies/policy7000.shtml</a></td>
</tr>
<tr>
<td>Services for Students with Disabilities</td>
<td><a href="http://www.wwu.edu/disability/">www.wwu.edu/disability/</a></td>
</tr>
<tr>
<td>Student Rights and Responsibilities</td>
<td><a href="http://www.wwu.edu/dos/office/conduct/index.shtml">www.wwu.edu/dos/office/conduct/index.shtml</a></td>
</tr>
<tr>
<td>Transfer of Credit Policies</td>
<td><a href="http://www.wwu.edu/registrar/bach_information/transfer_credit.shtml">www.wwu.edu/registrar/bach_information/transfer_credit.shtml</a></td>
</tr>
<tr>
<td>Voter Registration Information</td>
<td><a href="http://www.sos.wa.gov/elections/default.aspx">www.sos.wa.gov/elections/default.aspx</a></td>
</tr>
</tbody>
</table>

EMERGENCY RESPONSE AND EVACUATION PROCEDURES

Western recognizes its responsibility to provide timely information to the campus community during emergencies. In the event of a significant emergency or dangerous situation involving an immediate threat to the health or safety of students, staff or faculty, the university will use every communication tool at its disposal to share information with the campus community as quickly as possible. The Western Alert system, described below, uses various notification tools:

- E-mail messages
- Cell-phone text messages
- Social media messaging
- Voice messages over the campus fire alarm system (building enunciation)
- The Western Washington University home page (www.wwu.edu)
- The WWU Emergency Communications web site (emergency.wwu.edu)

Emergencies may be reported to University Police by dialing 3911 from a campus phone or 360-650-3911 from a non-campus phone or cell phone.

‘WESTERN ALERT’ EMERGENCY NOTIFICATION SYSTEM

The Western Alert emergency notification system gives Western the ability to share health and safety-related emergency information with members of the campus community quickly — by e-mail alerts, cell phone text messages, social media and/or the campus voice enunciation system. Students, faculty and staff must “opt in” to receive Western Alert text messages (e-mail alerts will be sent to your official university account automatically). Parents, relatives and community members also can opt-in to receive Western Alerts. To “opt in” to receive Western Alert text messages, students, faculty, and staff should login to their MyWestern account online at www.wwu.edu and click on “Web4U.”

Select “Personal Information,” then “Cell Phone – View/Update.” Enter your cell phone number, and finish by pressing the “Update” button. Text messaging will only be used to communicate with you in two circumstances: during an event deemed an imminent threat to the health and safety to campus and during periodic tests of the Western Alert system.

IN THE EVENT OF AN INCIDENT ON CAMPUS

Upon confirmation of a significant emergency or dangerous situation involving an immediate threat to the safety or well-being of students, staff or faculty, the following notification process will commence. The Chief of University Police and Director of University Communications, or their designees, will broadcast a Western Alert immediately and without delay, unless – in their professional judgment – the notification will compromise efforts to assist victims or to contain, respond to, or otherwise mitigate the incident.

Members of the campus community should seek information by checking their cell phone or computer for text or e-mail messages, or by visiting the WWU emergency website at emergency.wwu.edu. Western Alerts may be sent to the entire campus community or to a segment of the community, such as an area of campus, a residence hall, or a building.
Follow-up information regarding an incident and/or an “all clear” message (once the incident has been resolved) will be sent to impacted members of the campus community using any or all of the previously mentioned forms of notification.

Western makes every effort to confirm that emergencies or dangerous situations are real before notifying the campus community. University Police work closely with staff from University Communications and Marketing, Environmental Health and Safety, the Student Health Center, and city and county emergency responders to assess reported incidents immediately and without delay.

TESTING THE WESTERN ALERT EMERGENCY NOTIFICATION SYSTEM

The university tests the Western Alert emergency notification system on at least a bi-annual basis, to ensure that it is working properly. These tests will be carefully identified and widely publicized. Please be advised that your cell phone service provider may apply a small standard text message fee when you receive an emergency alert. For more information on Western’s emergency preparedness and response procedures, visit www.wwu.edu/ehs/emergency_preparedness/emergencypreparedness.shtml.

Campus Safety

The safety and well-being of all members of the campus community is of great concern to Western. Many departments and employees are dedicated to making the campus a safe place to live and work. A safe environment depends on the cooperation and involvement of all students, staff, and faculty in looking out for themselves and for one another. We encourage all members of the Western community to use this report as a guide for safe practices, both on and off campus.

UNIVERSITY POLICE

The Western Washington University Police Department employs 15 officers, all of whom are commissioned by the state of Washington. They receive the same training and are vested with the same powers of law enforcement as city, county, and state police officers.

The University Police Department has primary responsibility for law enforcement on campus. They work closely with federal, state, and local law enforcement agencies, and have mutual-aid agreements in place with the Bellingham Police Department, Whatcom County Sheriff’s Office, Washington State Patrol, and the police departments of Central Washington University, Eastern Washington University, The Evergreen State College, Washington State University, and the University of Washington.

University Police officers investigate all crimes reported on campus and enforce all applicable criminal and traffic laws. Persons cited or arrested by University Police have their cases adjudicated in Bellingham Municipal Court, Whatcom County District Court, and/or Whatcom County Superior Court.

University Police officers respond to all on-campus emergencies and provide a variety of public services, including bicycle registration and crime prevention education and assessment (e.g., reviewing building plans to assure campus security).

During the academic year, University Police employs an average of 20 Public Safety Assistants (also known as “Green Coats”). These students are trained to assist police by providing services such as dispatching, safety escorts, and vehicle/foot patrols. They also check academic buildings and residence halls for unsecured doors and windows, and report hazardous conditions. Public Safety Assistants are on duty every day.

The University Police Department is located in the Campus Services Building at 2001 Bill McDonald Parkway, and operates 24 hours a day, 7 days a week.

CRIME PREVENTION PROGRAMS

Crime prevention programs are sponsored by various campus offices and organizations throughout the year. University Police, Environmental Health and Safety, Prevention and Wellness Services, the Equal Opportunity Office/Title IX Coordinator, and the Associated Students’ Resource and Outreach Programs share information with students, faculty and staff, through new student and faculty/staff orientation sessions, drop-in programs, public education efforts, and residence hall programs (upon request).

During the year, Prevention and Wellness Services offered programs on preventing domestic violence, dating violence, sexual assault and stalking to various student groups and staff including the Associated Students Resource and Outreach Program Board and Coordinators, University Police (particularly on interviewing skills for survivors of violence), predoctoral and masters interns at the Counseling Center (clinical training for working with people who have experienced violence), and during pre-departure orientation for students preparing to study abroad (risk reduction strategies).

Prevention and Wellness Services also provided education programs to promote the awareness of rape, acquaintance rape, domestic violence, dating violence, sexual assault and stalking to student groups during 2013. Each training educates attendees on the following topics:

• Definitions of sexual assault, domestic/dating violence, stalking/harassment, and consent.
• Bystander intervention techniques.
• How to refer a person to appropriate resources and how to support them.
• Risk reduction strategies to prevent violence.
• Strategies focus on alcohol and drug use/intoxication.
• Attendees are educated on warning signs of abusive or unhealthy behavior, such as coercion and emotional manipulation.
• Information about reporting options.
Beyond the above basic information, Prevention and Wellness Services also provided the following trainings:

**Haven training for new students**

Haven training is an engaging research-based program designed to educate students about healthy relationships, the importance of consent, and tools to help bystanders intervene to prevent sexual violence. This training can enhance students’ recognition of potentially risky situations, and equip them with skills to foster a safe environment for themselves and others. Haven training was strongly encouraged for students in early 2015, and required for all new students in 2015-16.

**Training for all Varsity Athlete teams**

Presentations have a strong focus on bystander intervention (how to recognize warning signs, how to confront violence-enabling attitudes and beliefs, and how to refer to appropriate resources). Students are also given opportunities to practice intervention skills through scenarios.

**Training for Club Sports**

Presentations have a strong focus on bystander intervention (how to recognize warning signs, how to confront violence-enabling attitudes and beliefs, and how to refer to appropriate resources). Students are also given opportunities to practice intervention skills through scenarios.

**International students**

These presentations have a strong focus on reaching out to international students to provide information about resources and how to access those resources.

**Study Abroad program**

These presentations have a strong focus providing information about safety, support resources and how to access those resources while abroad.

**Student leaders**

Student leaders, including Resident Advisors and Peer Health Educators Resident Advisors and Peer Health Educators get extensive training in “safe space.” They are trained to respond to disclosures of violence by being given the tools to emotionally support survivors of violence and to properly refer them to appropriate resources.

For additional information contact University Police at 360-650-3555, Environmental Health and Safety at 360-650-3064, or Prevention and Wellness Services at 360-650-2993.

**WESTERN STUDENT SHUTTLE**

The Western Student Shuttle provides late-night transit service to all students with a valid Western I.D. from 11 p.m. – 3 a.m. Monday through Saturday and 9 p.m. – 3 a.m. on Sunday. Additional information, including routes and schedules, is available at www.wwu.edu/transportation/westernstudentshuttle.shtml.

**PERSONAL SAFETY ESCORTS**

University Police provides personal safety escorts to or from any location on campus. To request a safety escort, call 360-650-3555.

**POLICE DAILY ACTIVITY LOG**

University Police maintains a Daily Activity Log that records all crimes, fires, and other serious incidents that occur on campus or within the department’s patrol jurisdiction. It
is searchable by date. The Daily Activity Log is available for public inspection at www.ps.wwu.edu/Police/Log/ or by visiting the WWU Police Department in the Campus Services Building, 2001 Bill McDonald Parkway, during normal business hours (8 a.m.–5 p.m. Monday through Friday).

REGISTERED SEX OFFENDERS

The Campus Sex Crimes Prevention Act of 2000 is a federal law that provides for the tracking of registered sex offenders enrolled at or employed by institutions of higher education. The law also requires institutions to issue a statement advising members of the campus community where they can find information on registered sex offenders who are enrolled at or employed by the university.

In Bellingham, information regarding registered sex offenders may be obtained through the Bellingham Police Department, the Whatcom County Sheriff’s Office, or the Washington Association of Sheriffs and Police Chiefs (online). Information is also available in person, from the University Police Department. The university policy regarding community notification can be found at www.wwu.edu/policies/policy5000.shtml

Keys for offices, buildings and campus residence halls are closely controlled by the University Lock Shop and by the heads of campus departments and units. Reproduction of keys is authorized by the Office of Space Administration. Individuals must sign out keys through the Lock Shop, located in the Campus Services Building at 2001 Bill McDonald Parkway. For questions, contact the Lock Shop directly at 360-650-3557.

TIMELY WARNING POLICY

In the event that a situation arises – either on or off campus – that poses an ongoing or continued threat to members of the university community, a campus-wide “timely warning” will be issued by University Police. The warning will be sent through Western’s official e-mail system to all students, faculty, and staff. Depending on the particular circumstances of the situation, University Police may use a range of other notification methods, including email, text messaging, phone calls and other electronic means, campus websites, posted flyers, and/or the Western Alert emergency notification system.

Anyone with information warranting a timely warning should report the circumstances to University Police immediately, by phone at 360-650-3911 or in person at 2001 Bill McDonald Parkway.

WEAPONS POLICY

The possession or use of firearms or other weapons on university property or at official university events by anyone other than duly appointed and commissioned law enforcement officers is strictly prohibited. Members of the campus community and visitors who bring firearms or other weapons to campus must immediately place them in the university-provided storage facility, located in the University Police Department at 2001 Bill McDonald Parkway. Failure to do so may result in criminal charges and/or disciplin- ary action by the University. The storage facility is accessible 24 hours a day, 7 days a week. For additional information, refer to Western’s Policy on Firearms and Dangerous Weapons at www.wwu.edu/ps/police/fire_arms.shtml or contact University Police at 360-650-3555.

Reporting Crimes On Campus

The University Police Department encourages anyone who is the victim of or witness to a crime to promptly report the incident to police. To report a crime or emergency from an on-campus phone, dial 3911. To report a crime or emergency from a cell phone or off-campus phone, dial 360-650-3911.

When using a cell phone, it is important to remember that 911 does not automatically reach University Police; instead, it goes to a central dispatch location in Bellingham.

All students, faculty, and staff are encouraged to pre-program their cell phone with the University Police emergency number, 360-650-3911. On-campus police dispatchers are available 24 hours a day, 7 days a week.
When calling to report a crime or other emergency, on- or off-campus, be prepared to:

• Clearly identify yourself;
• State where you are calling from; and
• Briefly state the nature of your call.

If possible, stay on the line unless the dispatcher tells you that it’s okay to hang up. If assistance is required from off campus, the dispatcher will summon appropriate police, fire, and/or medical services.

In cases involving sexual assault, dating or domestic violence, stalking, or sexual harassment, initial contact may be made by calling Western’s Consultation and Sexual Assault Support Services’ (CASAS) at 360-650-3700. CASAS staff works with survivors to access all available resources in an effort to ensure that students continue to be academically successful and have the support necessary to heal from the incident(s). Resources and support are also available to assist students whose partner, friend or family member has experienced an act of violence.

CASAS Staff provide a variety of support services, guiding students through the details of available resources and services that include professional and peer advocacy, support options, academic and financial advocacy services, medical/legal referral assistance, accompanying survivors to the Student Health Service or to meet with University Police, as well assisting with orders of protection, housing services, counseling services, and emergency leaves.

Emergency blue light call boxes are located throughout the campus, in parking lots and commonly travelled areas. The emergency call boxes are blue and white, and have a blue light glowing above them. Each is connected directly to the University Police dispatcher and coded so the location of the phone is automatically identified. A map of emergency call box locations is available online from Campus Accessibility Map, Equal Opportunity Office, Western Washington University at www.wwu.edu/eoo/map/

In addition, exterior courtesy phones with an emergency call button are located at the main entrance of each campus residence hall. The emergency call button connects directly to the University Police dispatcher and is coded so the location of the phone is automatically identified.

For additional information on reporting crimes on campus, contact University Police at 360-650-3555 or visit the Department of Public Safety website at www.wwu.edu/ps/police/index.shtml

For information on reporting crimes at Western’s off-campus sites, see page 14 in this document.

CONFIDENTIAL CRIME REPORTING PROCEDURES

Western encourages community members to report crimes promptly to help ensure a safer campus. If you are the victim of or witness to a crime and you do not want to pursue formal action through the University or police, please consider making a confidential report to University Police. Confidential reports can be made to police by requesting non-disclosure to the public of personally identifying information. Depending on the circumstances of the report, you may be able to maintain confidentiality while taking steps to keep the community safe. Confidential reporting allows the University to keep and share accurate statistics on the number and types of reportable crimes that occur on campus, and to alert the campus community to possible danger. When confidential reports involve possible sexual assault, dating violence, domestic violence or stalking, all details of these reports are made available to the University’s Title IX Coordinator/Equal Opportunity Office. The university completes publicly available recordkeeping requirements, including Clery Act reporting and disclosures, without the inclusion of identifying information about the victim(s).

CAMPUS SECURITY AUTHORITIES

While Western encourages all community members to promptly report crimes to police, some may prefer to report to other individuals or offices. Reports filed in this manner are counted and disclosed in the annual crime statistics for the institution. Campus security authorities at Western include all resident directors and athletic coaches, as well as the following staff:

University Residences
housing.wwu.edu/
All Resident Directors, the Assistant and Associate Directors of Residence Life, Manager of Guest/Housing Operations and the Director of University Residences

Athletics
www.wwuvikings.com/
All head coaches and the Director of Athletics

Campus Recreation Services
www.wwu.edu/campusrec/
Director and Associate Director, and Assistant Director of Sports Clubs

Dean of Students office
wp.wwu.edu/students/
Dean of Students, Associate and Assistant Deans of Students, Assistant Director and Coordinator of Student Activities, Student Activities Advisor, and Coordinator of Ethnic Student Center

To Report a Crime or Emergency

Call 911 or x3911 (campus phones)
For a safety escort call x3555
(available dusk to dawn on campus)
Prevention and Wellness Services
www.wwu.edu/pws/
Director, Risk Reduction Specialist, Violence Prevention Specialists, Wellness Outreach
Center Coordinator

disAbility Resources for Students
www.wwu.edu/drs/
Registrar/Director, Assistant Director and Accommodation Counselor

New Student Services/Family Outreach
www.nssfo.wwu.edu/
Director, Assistant Director

Public Safety
www.wwu.edu/ps/
Police chief, Assistant Chief, all Sergeants, Corporals and Officers

More Campus Security Authorities: Vice President of Enrollment and Student Services, Assistant Attorney General(s), Director of Student Health Center, Director of Counseling Center, Vice Provost for Equal Opportunity and Diversity, Manager Equal Opportunity Programs, Assistant Director of Equal Opportunity and Diversity

Please Note: Professional and pastoral counselors are not required to report crimes disclosed to them when acting in their professional roles; as a result, incidents shared with them may not be included in Western’s published crime statistics unless also reported to University Police or to a campus security authority. Counselors are encouraged to inform students they are counseling of the option to report crimes on a voluntary, confidential basis for inclusion in the annual crime statistics.

Western’s Off-Campus Facilities
Western conducts academic activities that involve students at the Hannegan Environmental Center in Bellingham and at the Shannon Point Marine Center in Anacortes. In addition, the Associated Students operates the Lakewood facility at Bellingham’s Lake Whatcom and the Viqueen Lodge on Sinclair Island.

Western also provides degree program classes on the campuses of Everett Community College, Olympic College in Bremerton, Peninsula College in Port Angeles, and North Seattle Community College. Crime and safety information for these locations may be obtained by calling the institution’s safety office directly (contact information is provided for each off-site location, below).

At all extended education centers and off-site locations, dial 911 if you need an immediate response to an emergency (police, fire or medical assistance).

For non-emergencies, use the following phone numbers to reach campus security and/or local police during normal business hours (Monday through Friday, 8 a.m. – 5 p.m.).

WWU Police (Bellingham campus) 360-650-3555
WWU Extended Education Centers:
Everett Community College (Campus Safety & Security) 425-388-9998
North Seattle Community College (Campus Safety & Security) 206-934-3636
Olympic College, Bremerton (Office of Safety & Security) 360-475-7800
Peninsula College (Campus Safety) 360-417-6559

Other Off-Site Locations:
Lakewood (Whatcom County Sherriff’s Office) 360-676-6650
Shannon Point Marine Center (Anacortes Police) 360-293-4684
Viqueen Lodge (Skagit County Sherriff’s Office) 360-336-9450

When reporting a crime to local police or to police on another campus, please ask them to forward a copy of your crime report to the WWU Police Department.

Campus Crime Statistics

The Jeanne Clery Disclosure of Campus Security Policy and Campus Crime Statistics Act of 1998 (also known as the Clery Act) requires the annual publication of select campus crime, arrest, and referral statistics for the previous three years. Beginning with the 1999 calendar year, the Clery Act expanded reporting requirements to include crimes and arrests occurring in certain off-campus locations.

The Office of the Vice President for Enrollment and Student Services, the Dean of Students Office and the Office of University Communications coordinate the preparation of the Annual Security and Fire Safety Report. Crime and fire safety statistics are compiled from data provided by the University Police Department, Bellingham Police Department, Bellingham Fire Department, University Residences, the Dean of Students Office, and campus security authorities.

To gather statistics for extended education and off-site facilities, University Police requests information from each facility’s staff as well as from local law enforcement authorities.

HATE CRIMES
The Clery Act requires institutions to report any crime involving bodily injury, intimidation, theft, or damage/erosion/vandalism of property that manifests evidence that the victim was targeted because of the perpetrator’s bias against the victim’s status or perceived race, gender identity, religion, gender, gender identity, sexual orientation, ethnicity, national origin, or disability status. No hate crimes were reported at Western in 2012; there were two reports in 2013 and three reports in 2014.
### Category/Venue

<table>
<thead>
<tr>
<th>Category/Venue</th>
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<th>2014</th>
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</tr>
<tr>
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<tr>
<td><strong>HATE CRIMES</strong></td>
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<tr>
<td><strong>DISCIPLINARY REFERRALS FOR MURDER AND NON-NEGLEGENT MANS LAUGHTER</strong></td>
<td>0</td>
<td>0</td>
<td>0</td>
</tr>
<tr>
<td>On Campus Total</td>
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<tr>
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<td>0</td>
<td>0</td>
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<tr>
<td><strong>DISCIPLINARY REFERRALS FOR ROBBERY</strong></td>
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<td>0</td>
<td>0</td>
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<tr>
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<tr>
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</tr>
<tr>
<td>Adjacent Public Property</td>
<td>0</td>
<td>0</td>
<td>0</td>
</tr>
</tbody>
</table>

* The FBI defines “forcible sex offenses” as: rape and attempted rape, forcible sodomy, sexual assault with an object and forcible fondling. The FBI defines “non-forcible sex offenses” as: incest and statutory rape. The crime definitions used to collate the statistics in this report conform with the requirements of the FBI Uniform Crime Reporting Program. For definitions, please see www.wwu.edu/vpess/crimedefinitions.shtml

These statistics represent crimes reported to a wide variety of officials, both on and off campus. (See page 14 for a detailed description.) Officials at WWU take a very proactive approach in the enforcement of University policies and local, state and federal laws. Higher numbers do not necessarily mean higher occurrences of crime. Higher numbers are often a result of comprehensive reporting and enforcement.
**The number of persons referred for disciplinary action do not include persons who were also arrested and reported in the arrest categories above.**

On campus is defined as any building or property owned or controlled by an institution within the same reasonably contiguous geographic area and used by the institution in direct support of, or in a manner related to, the institution's educational purposes, including residence halls and any building or property that is within or reasonably contiguous to the said area and is owned by the institution but controlled by another person, is frequently used by students, and supports institutional purposes (such as a food or other retail vendor).

Non-campus building or property is defined as any building or property owned or controlled by a student organization or group and used in direct support of, or in relation to, the institution's educational purposes, including residence halls and any building or property that is frequently used by students and not officially recognized by the institution.

Adjacent public property is defined as all public property (including thoroughfares, streets, sidewalks, and parking facilities) that is within the campus or immediately adjacent to and accessible from the campus.

On campus - Residential Facilities Only includes any incidents reported at WWU's Lakewood facility at Lake Whatcom, Bellingham; Viqueen Lodge on Sinclair Island; the Hannegan Environmental Center, Bellingham; WWU Shannon Point Marine Laboratory, Anacortes; and the Education Centers at Bremerton, Everett, Port Angeles and Seattle.

**Safety Policies for Campus Residence Halls**

Campus residence halls are secured 24 hours a day. All residents have key access to their building and their room. In the event that a resident loses his/her room key, the lock is changed to minimize the risk of an unauthorized person gaining entry.

The staff of University Residences works closely with campus safety officials and others to make residence halls safer, more secure communities. All students in campus housing ultimately must share in this responsibility.

Staff members are trained to respond to emergency situations and address any safety or security issues that arise. Full-time professional resident directors manage each building/complex and live on site. One of the resident directors is on call and available to respond 24-hours a day. Student staff are on call in every occupied building/complex from 9 p.m. to 7 a.m. daily.

Residence Life staff collaborate with other campus offices to offer programs and information on a range of safety-related topics including sexual assault prevention, responsible alcohol use, and personal safety awareness. Detailed safety information, including information on residence hall policies and procedures, is provided to all on-campus residents on the University Residences website housing.wwu.edu.

**MISSING STUDENT NOTIFICATION**

Each student living in campus housing has the opportunity to identify a designated emergency contact to be notified by the university in the event that student is determined to be missing.

A student may be considered “missing” if an absence occurs that is contrary to the student’s usual pattern of behavior or where unusual circumstances may have caused the absence. Unusual circumstances include, but are not limited to: a report or suspicion that the missing student may be a victim of foul play; has expressed suicidal thoughts; is in a life-threatening situation; or has been with persons who may endanger the student’s welfare.

Any individual who has information that a student living on campus may be missing should notify University Police as soon as possible. University Police can be reached 24 hours a day, 7 days a week at 360-650-3555 or 360-650-3911.

If a student is determined to be missing, University Police will make contact with the student’s designated emergency contact (for students over 18 years old) or the student’s parent/guardian (for students under 18 years old) within 24 hours, as part of the investigation process. University Police will work closely with local and/or state law enforcement officials.
Fire Safety

If you discover a fire in a campus building:

- Immediately pull the nearest fire alarm as you exit the building.
- Once you are safely away from danger, call University Police at 360-650-3911 to report the fire. If you are off-campus, dial 911. Tell the dispatcher the exact location of the fire and any known hazards (e.g., flammable materials) at the location.
- After you’ve left the building, stand by to direct emergency personnel to the location of the fire.

Additional information on fire safety – including what to do in a fire – is available on the Environmental Health and Safety (EHS) website at www.wwu.edu/ehs/fire_safety/fire.shtml. The EHS website also has emergency planning information at www.wwu.edu/ehs/emergency_preparedness/emergencypreparedness.shtml.

DESCRIPTION OF STUDENT HOUSING FIRE SYSTEMS

- **Fire Alarm**: All facilities have combination automatic detection / manual initiation devices & notification system covering both student rooms & public areas connected to UPD in accordance with NFPA 72 standards. However, Edens North & Highland Lounge systems are legacy platforms which shall be updated within the next 5 years to Edwards EST-3 platform.
- **Security Alarm**: Although full scale intrusion detection systems are not in place, computer lab assets are monitored via sensors connected to UPD.
- **Fire Sprinkler**: Most facilities have fire sprinkler system covering both student rooms & public areas in accordance with NFPA 13 & 25 standards. However, Edens North, Highland Hall & Highland Lounge buildings have no coverage but are upgrades are being planned within the next 5 years.
- **Fire Extinguisher**: All facilities have portable suppression devices located in accordance with NFPA 10 standards.
- **Mass Notification**: Some facilities have general voice enunciation alert capabilities providing UPD & the campus capability of broadcasting emergency messages throughout facilities as needed. However, a 10 year plan has been developed to upgrade capabilities in order to meet Galain report recommendations which shall provide enhanced emergency notification.
- **Testing**: All systems are testing in accordance with applicable National Fire Protection Agency (NFPA) codes previously listed, International Fire Code (IFC) & requires set forth by the Authority Having Jurisdiction (AHJ - Bellingham Fire Marshal). Annual testing is done on all systems at varying times throughout the year & monthly inspections are also done on fire extinguishers.

<table>
<thead>
<tr>
<th></th>
<th>Building Fire Alarm</th>
<th>Room Detection</th>
<th>Common Area Detection</th>
<th>Central Report-age*</th>
<th>Sprinkler System</th>
</tr>
</thead>
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<tr>
<td>Birnam Wood</td>
<td>YES</td>
<td>YES</td>
<td>YES</td>
<td>YES</td>
<td>YES</td>
</tr>
<tr>
<td>Buchanan Towers</td>
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<tr>
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<tr>
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</tr>
<tr>
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<td>YES</td>
<td>YES</td>
</tr>
<tr>
<td>Mathes Hall</td>
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<td>YES</td>
</tr>
<tr>
<td>Nash Hall</td>
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<td>YES</td>
<td>YES</td>
<td>YES</td>
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<tr>
<td>Ridgeway Alpha</td>
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<td>YES</td>
<td>YES</td>
<td>YES</td>
<td>YES</td>
</tr>
<tr>
<td>Ridgeway Beta</td>
<td>YES</td>
<td>YES</td>
<td>YES</td>
<td>YES</td>
<td>YES</td>
</tr>
<tr>
<td>Ridgeway Delta</td>
<td>YES</td>
<td>YES</td>
<td>YES</td>
<td>YES</td>
<td>YES</td>
</tr>
<tr>
<td>Ridgeway Gamma</td>
<td>YES</td>
<td>YES</td>
<td>YES</td>
<td>YES</td>
<td>YES</td>
</tr>
<tr>
<td>Ridgeway Kappa</td>
<td>YES</td>
<td>YES</td>
<td>YES</td>
<td>YES</td>
<td>NO</td>
</tr>
<tr>
<td>Ridgeway Omega</td>
<td>YES</td>
<td>YES</td>
<td>YES</td>
<td>YES</td>
<td>YES</td>
</tr>
<tr>
<td>Ridgeway Sigma</td>
<td>YES</td>
<td>YES</td>
<td>YES</td>
<td>YES</td>
<td>YES</td>
</tr>
</tbody>
</table>

* Central reportage provided through FireWorks for Birnam Wood, Buchanan Towers, Edens Hall, Fairhaven Complex, Higginson Hall, Highland Hall, Nash Hall, and Ridgeway Delta, Gamma, Omega, and Sigma. Central reportage provided through McCullough Loop for Edens North, the Highland Hall Main Lounge, Mathes Hall, and Ridgeway Alpha, Beta, and Kappa.

FIRE DRILLS

All residence halls have mandatory supervised fire drills during fall, winter and spring quarters.

PROHIBITED ITEMS*

The following items are prohibited in all on-campus student housing facilities, to prevent fire or the spread of fire:

- Candles & Incense: Burning candles, incense, torches, or open-flame devices is prohibited in University Residences. Careful use of candles or incense for
birthdays or religious purposes is allowed with advance permission from your resident director.

- Flammable Materials & Explosives: Explosives, fireworks, gasoline, or any other flammable materials; and decorations made from cut, resin-bearing trees or vegetation such as fir, pine, cedar, spruce, and eucalyptus are prohibited in University Residences.

- Hazardous Electronics: Electric hotplates, burners, toasters, toaster ovens, electric blankets, space heaters and halogen lamps.

In addition, all power strips and extension cords must be UL (Underwriter Laboratory) approved and used only for their designed purposes and power loads. Residents are encouraged to use extension cords and power strips that sense leakage currents (such as Fire Shield®) and disconnect power when a fault is detected. This feature significantly reduces the potential for fire from cord fires, ground faults, surges and overloads.

Smoking is prohibited in all University Residences buildings and within 25 feet of doors, windows, and ventilation intakes. This includes, but is not limited to: all balconies and all public spaces such as lounges, stairwells, hallways, food service areas, and laundry rooms. Smoking is also prohibited at any outside area that may affect the air supply of residential buildings.

**TRAINING**

All resident advisors and resident directors receive annual training in fire prevention, evacuation, and response provided by Environmental Health and Safety.

**EVACUATION PROCEDURES**

All campus buildings fully evacuate upon activation of the fire alarm. When an alarm, a shouted warning, or the sensation of smoke or fire has alerted you:

- Keep low to the floor to avoid smoke. When escaping through a smoke-filled corridor, move quickly in a crouched position. If possible, place a wet cloth over your face and head.

- Feel the door before opening it. If it’s hot, don’t open it. If smoke or heat is present, close the door and stay in the room. Seal the cracks around the door with whatever is handy (a towel, etc.). If the phone works, call 911 and report that you are trapped. Be sure to give them your room number and location. If the phone does not work, hang a sheet, jacket, etc., out of the window to attract attention.

- If the hall is free of smoke or heat, close and lock your door and immediately exit the building by the closest stairwell. DO NOT USE AN ELEVATOR!

- If the nearest exit is blocked, go to another exit. If all exits are blocked, go back to your room. Close the door, hang something out of the window to attract attention, and signal for help.

- Once outside the building, move away from the building and watch for vehicle traffic. Do not re-enter the building until you have been given approval to re-enter by police, fire officials, or university staff.

**Important**: Keep all fire exit and corridor doors closed at all times. These doors are fire rated to keep smoke and heat from entering stairways and adjoining corridors. If at any time you observe these doors propped open, please close them immediately.

**FIRE SAFETY STATISTICS**

One fire was reported in Western’s on-campus student housing facilities in 2012, one in 2013 and none in 2014:

<table>
<thead>
<tr>
<th>Case number</th>
<th>Date fire was reported</th>
<th>Date/time Fire Occurred</th>
<th>Nature of the Fire</th>
<th>Estimated Damage</th>
<th>Location of the Fire</th>
</tr>
</thead>
<tbody>
<tr>
<td>12-0257</td>
<td>4/7/2012</td>
<td>12:11 a.m.</td>
<td>Arson</td>
<td>$100 estimated damage</td>
<td>Nash Hall elevator</td>
</tr>
<tr>
<td>13-0894</td>
<td>11/14/13</td>
<td>3:58 p.m.</td>
<td>Arson</td>
<td>No estimate of damage available</td>
<td>Ridgeway Sigma</td>
</tr>
</tbody>
</table>

In 2012, 2013 and 2014, no fires were reported in the following halls: Buchanan Towers, Buchanan Towers East, Edens Hall, Edens North, Fairhaven Complex, Higginson Hall, Highland Hall, Mathes Hall, Ridgeway Alpha, Ridgeway Beta, Ridgeway Delta, Ridgeway Gamma, Ridgeway Kappa, and Ridgeway Omega.

**Alcohol and Other Drugs**

The Federal Drug-Free Workplace Act of 1988 and the Federal Drug-Free Schools and Communities Act Amendments of 1989 require that universities: (1) promote the reduction of risk associated with alcohol and other drug use through the adoption and implementation of policies and programs designed to educate the university community about the dangers of alcohol and other drug abuse, and (2) prevent the unlawful possession, use or distribution of alcohol and other drugs by students and employees on university property or while involved in university business or activities.

Western’s policies on alcohol and other drugs are outlined below, along with related information on university sanctions for violation of these policies; criminal sanctions for the illegal possession or distribution of alcohol and other drugs; the health risks of
alcohol and other drugs; and places to get help concerning the use and/or abuse of alcohol and other drugs.

Please read this material carefully. There is much information here, some of it technical, and all of it vitally important. The university reviews its programs related to alcohol and other drugs annually for effectiveness and consistency of application, and makes appropriate changes (as necessary).

POLICY CONCERNING ALCOHOL AND OTHER DRUGS*

Western Washington University is committed to providing an environment which is free of alcohol and other drug abuse for students, faculty and staff. It maintains this commitment in support of academic excellence, work performance, and quality of life, as well as for the future well-being of all members of this community.

Western Washington University provides: (a) information about alcohol and other drugs and the reduction of associated risks; (b) appropriate intervention when alcohol or other drug use creates unwanted or unintended consequences; and (c) support for members of this community in reducing the risk of consequences associated with alcohol and other drug abuse.

Western Washington University will uphold state and federal laws pertaining to alcohol and other drug use. All students, faculty and staff are required to comply with these laws. Action will be taken on any violation of state or federal law or university regulations concerning alcohol and other drugs which: (a) occurs in or on property controlled or owned by Western Washington University; or (b) involves university business or activities; or (c) relates directly and materially to the fitness of staff or faculty members in their professional capacities.

*Approved by the Western Washington University Board of Trustees April 1999

The following are selected legal and university guidelines related to alcohol possession and consumption, unlawful possession or distribution of illicit drugs, standards of conduct, and disciplinary sanctions.

ALCOHOL

As set forth by local, state and federal law, no person under the age of 21 may acquire, possess or consume any alcoholic beverage. It is also unlawful for any person to provide alcoholic beverages to anyone under the age of 21, or to sell alcohol without a permit.

The punishment for a person convicted of violating any of the laws described above may include arrest, imprisonment, and/or fines. For full details, visit http://www.wwu.edu/vpess/alcohol_drug_information.shtml

Generally, possession and consumption of alcoholic beverages are not permitted on campus.

The exceptions – for persons of legal drinking age only – are:

- Events for which a banquet permit has been obtained. Authorization, in accordance with appropriate state laws, can be obtained from the Assistant Vice President for Enrollment and Student Services. Contact Linda Olson at 360-650-7729.

- Private dwelling places: Western’s Residence Life policy defines private dwelling places such as individual residence rooms or apartments with the door closed.

CONTROLLED SUBSTANCES

There are numerous local, state, and federal laws related to the manufacture, distribution, possession, and/or use of controlled substances. Legal sanctions range from loss of financial aid and fines, to multi-year prison terms, and may be imposed for both misdemeanor and felony convictions. More severe penalties are provided for persons convicted of providing controlled substances to minors and for repeat offenders.

A partial list of drugs considered to be controlled substances in Washington State includes: barbiturates, narcotics (opium, cocaine, and drugs extracted, derived or synthesized from opium and cocaine such as crack cocaine or heroin), hallucinogenic substances (LSD, peyote, psilocybin, PCP, MDA), marijuana, and methamphetamine.

Special Note Regarding Marijuana

Despite Washington state legislation legalizing marijuana for individuals 21 and older, it is still a violation of University policy to possess, use, manufacture, cultivate, distribute, provide or sell marijuana on WWU property or at an official WWU function.

SANCTIONS

Individuals who violate Western’s regulations concerning alcohol and other drugs will be subject to sanctions including – but not limited to – written reprimand, termination of employment, suspension, expulsion, and/or referral for prosecution. The university will follow established procedures for violation of policies. For specific citations of those procedures, www.wwu.edu/vpess/alcohol_drug_information.shtml.

SUPPORT PROGRAMS FOR ALCOHOL AND DRUG ABUSE

Alcohol and Drug Consultation and Assessment Services (ADCAS) is a free, confidential, professional service for Western students who want assistance or information regarding

<table>
<thead>
<tr>
<th>Get Help When You Need It</th>
</tr>
</thead>
<tbody>
<tr>
<td>Call ADCAS at 360-650-6865</td>
</tr>
<tr>
<td>or the Washington State Employee Assistance Program</td>
</tr>
<tr>
<td>at 877-313-4455 (toll free)</td>
</tr>
</tbody>
</table>
### Health Risks Associated with Drugs

<table>
<thead>
<tr>
<th>Category</th>
<th>Drug</th>
<th>Possible Effects</th>
<th>Dependence Potential</th>
</tr>
</thead>
<tbody>
<tr>
<td>Alcohol</td>
<td>Beer, wine, liquor</td>
<td>Muscle relaxation; impaired motor control, memory and judgment; depression; intoxication.</td>
<td>Yes</td>
</tr>
<tr>
<td>Cannabis</td>
<td>Marijuana, pot, hashish, hashish oil</td>
<td>Altered sense of time and visual perception; euphoria; memory interference; reduced coordination and reflex response capacity.</td>
<td>Yes</td>
</tr>
<tr>
<td>Enactogens</td>
<td>MDMA, Ecstasy, X, XTC</td>
<td>Increased heart rate, blood pressure and body temperature; sense of energy and alertness; feelings of empathy and enhanced positive emotions; thirst, dry mouth, teeth clenching, muscle tension, cramping and possible nausea. After effects: headache, irritability, depression, anxiety; desire to be alone; verbal and visual memory decrease up to 2 weeks.</td>
<td>Yes, possible</td>
</tr>
<tr>
<td>Hallucinogens</td>
<td>LSD (acid), psilocybin, peyote, mescaline, many other natural and synthetic hallucinogens</td>
<td>Altered sense of time, space and visual perception; disorientation; hallucinations; nausea; dilated pupils; cross sensory perceptions; dizziness; increased temperature, blood pressure and heart rate; sweating and chills.</td>
<td>Unknown</td>
</tr>
<tr>
<td>Narcotics Opiates</td>
<td>Heroin, codeine, morphine, opium, percodan, percocet, fentanyl</td>
<td>Euphoria; drowsiness; nausea; respiratory depression.</td>
<td>Yes</td>
</tr>
<tr>
<td>Nicotine</td>
<td>Cigarette, cigar, pipe smoking, chewing tobacco</td>
<td>Increased heart rate and blood pressure; irritation of eyes, nose and respiratory tract; shortness of breath; decreased sensitivity to taste; depression.</td>
<td>Yes</td>
</tr>
<tr>
<td>Sedatives</td>
<td>Barbiturates, tranquilizers, ethaqualone, other depressants</td>
<td>Drowsiness; slurred speech; disorientation; impaired coordination.</td>
<td>Yes</td>
</tr>
<tr>
<td>Steroids</td>
<td>Anabolic steroids</td>
<td>Acne; aggressive behavior; anger management problems; cholesterol imbalance; impotence; psychosis.</td>
<td>Yes</td>
</tr>
<tr>
<td>Stimulants</td>
<td>Amphetamines, cocaine, crack, speed, diet pills, other natural and synthetic drugs</td>
<td>Increased alertness; increased pulse and blood pressure; euphoria; pupil dilation; insomnia; loss of appetite. Fatigue and some depression after effects wear off.</td>
<td>Yes</td>
</tr>
<tr>
<td>Club Drugs</td>
<td>GHB, Rohypnol, Ketamine</td>
<td>These drugs are often associated with sexual assaults due to their amnesia inducing and intoxication like effects. Partial or complete amnesia; intoxication effects similar to alcohol. Ketamine can create hallucinations.</td>
<td>Yes for some in this category</td>
</tr>
</tbody>
</table>

### Alcohol and Other Drugs

<table>
<thead>
<tr>
<th>Complications</th>
<th>Dependence Potential</th>
</tr>
</thead>
<tbody>
<tr>
<td>Severe impairment of all physical and mental functions; high risk of choking or injury from falls or accidents; loss of consciousness; coma; death due to anesthesia of brain centers controlling breathing and heart rate.</td>
<td>Yes</td>
</tr>
<tr>
<td>Fatigue; reactions ranging from mild anxiety to panic and paranoia; confusion, disorientation; hallucinations and distortions of sense perceptions.</td>
<td>Yes</td>
</tr>
<tr>
<td>Jitteriness, teeth clenching; dangerously high body temperature, hypertension, dehydration; confusion, sleep problems, anxiety, paranoia, hallucinations; permanent damage to parts of the brain critical to thought, memory and pleasure. At higher or repeated doses large temperature increase can be lethal.</td>
<td>Yes</td>
</tr>
<tr>
<td>Impaired judgment leading to impulsive actions; paranoia; rapid mood swings; bad trip—fear, anxiety, paranoia, panic and hallucinations to match; exhaustion after use; depression; fears—often of death, of one’s mind not working right or flashbacks.</td>
<td>Unknown</td>
</tr>
<tr>
<td>Shallow and slow breathing; dizziness; vomiting; sweating; convulsions; coma; possible death.</td>
<td>Yes</td>
</tr>
<tr>
<td>Increased risk of: heart attack; cardiovascular disease; mouth, throat and lung cancer and other pulmonary diseases.</td>
<td>Yes</td>
</tr>
<tr>
<td>Shallow respiration; weak and rapid pulse; coma; possible death from depression of central nervous system functions.</td>
<td>Yes</td>
</tr>
<tr>
<td>Aggressive behavior; rage; psychosis; reduced fertility; stroke; liver damage; increased cancer risk.</td>
<td>Yes</td>
</tr>
<tr>
<td>Agitation; irritability; dizziness; confusion; tactile or visual hallucinations; seizure; convulsion; stroke; possible death. After effects: exhaustion; depression.</td>
<td>Yes</td>
</tr>
<tr>
<td>Nausea, vomiting; impaired coordination, confusion; muscle spasms; blurred vision, dizziness; slurred speech; hallucinations, unconsciousness, amnesia; aggressive behavior, rapid mood swings.</td>
<td>Yes</td>
</tr>
</tbody>
</table>
their own or someone else’s use of alcohol, tobacco, or other drugs. ADCAS is located in Old Main 560 and can be reached by phone at 360-650-6865. Additional information is available at www.wwu.edu/pws/about_adcas.shtml.

The Washington State Employee Assistance Program provides support and resources to faculty and staff who want to change their drinking and/or drug use patterns. After hours assistance is available by calling 866-704-6364 (toll free). More information about the Washington State Employee Assistance Program is available at www.dop.wa.gov/EAP/

Sexual Misconduct, Including Sexual Assault, Dating Violence, Domestic Violence and Stalking

- Link to PRO-U1600.02A, University Discrimination Complaint Procedure: www.wwu.edu/policies/docs/1000%20University%20Administration/PRO-U1600.02A%20Discrimination%20Complaint%20Procedure.pdf
- Link to Student Rights and Responsibilities Code: www.wwu.edu/dos/office/conduct/index.shtml

POL-U1600.04, PREVENTING AND RESPONDING TO SEX DISCRIMINATION, INCLUDING SEXUAL MISCONDUCT

This policy applies to all students, employees, agents, groups, third parties, individuals, and organizations that use University facilities and persons who participate in University programs and activities to the extent provided by law, regardless of sexual orientation or gender identity. This policy applies to all Western locations (i.e., main campus, satellite locations, Lakewood); locations where Western activities are taking place (i.e., field trips, away sporting events); Western sponsored transportation (i.e., buses to off-campus events); and off-campus non-Western sponsored events where the off-campus behavior creates a negative adverse impact back on campus.

Authority:
Title VII of the Civil Rights Act of 1964, Title IX of the Education Amendments of 1972, Chapter 49.60 RCW, and the Violence Against Women Reauthorization Act of 2013 (Campus Sexual Violence Elimination (SaVE) Act Provision).

Preamble:
Western prohibits sex discrimination, which includes sexual misconduct. Sexual harassment, gender harassment, and sexual violence are forms of sexual misconduct. Western is committed to preventing, addressing, and responding to sex discrimination. Sex discrimination, on or off campus, can have a serious impact on the quality of the educational and/or work experience. All students and employees have a right to work and educational environments free from sex discrimination. Therefore, Western adopts policies and programs aimed at preventing and responding to sex discrimination and prohibits retaliation against individuals who file or participate in sex discrimination complaints, as outlined in Title IX and Title VII. Western has numerous reporting options and resources for survivors of sexual misconduct, some of which are confidential and some of which have limited confidentiality as discussed below in Paragraph 2.

Definitions:
Sex Discrimination - Disparate treatment or disparate impact based on an individual’s sex. This includes sexual misconduct in all its forms — sexual harassment, gender based harassment, and sexual violence, as well as other discrimination that treats or impacts people disparately on the basis of sex, gender, or gender identity.

Sexual Misconduct - An umbrella term for the following types of sex discrimination — sexual harassment, gender-based harassment, and sexual violence.

Sexual Harassment - Unwelcome conduct of a sexual nature. This includes unwelcome sexual advances or requests for sexual favors, or other unwelcome verbal, physical, or cyber conduct of a sexual nature and can involve persons of the same or different sexes or sexual orientations. Sexual harassment also includes sexual violence, sexual assault, rape, domestic violence, stalking, sexual misconduct, and dating violence.

Consistent with the law, this policy prohibits two types of sexual harassment:

A Quid Pro Quo: Sexual harassment that has a tangible educational or employment impact. This type of sexual harassment occurs when the terms or conditions of employment, educational benefits, academic grades or opportunities, living environment or participation in a University activity is conditioned upon, either explicitly or implicitly, submission to or rejection of unwelcome sexual
advances or requests for sexual favors, or such submission or rejection is a factor in decisions affecting that individual’s employment, education, living environment, or participation in a University program or activity. Generally, perpetrators will be agents or employees with some authority from the University.

B. Hostile Environment Sexual Harassment: Hostile environment harassment is sufficiently serious (i.e., severe, pervasive, or persistent) and objectively offensive so as to deny or limit a person’s ability to participate in or benefit from the University’s programs, services, opportunities, or activities; or when such conduct has the purpose or effect of unreasonably interfering with an individual’s employment or education. Harassment that creates a hostile environment ("hostile environment harassment") violates this policy. A hostile environment can be created by anyone involved in a University program or activity (e.g., administrators, faculty members, students, and even campus guests). Mere offensiveness is not enough to create a hostile environment. Although repeated incidents increase the likelihood that harassment has created a hostile environment, a serious incident, such as a sexual assault, even if isolated, can be sufficient.

Gender-Based Harassment - Non-sexual harassment of a person because of the person’s sex and/or gender and/or gender identity, including but not limited to harassment based on the person’s non-conformity with gender and gender identity stereotypes.

Sexual Violence - Physical sexual acts perpetrated against a person’s will or where a person is incapable of giving consent (for example, due to the individual’s age or use of drugs or alcohol, or because an intellectual or other disability prevents the individual from having the capacity to give consent). A number of different acts fall into the category of sexual violence, including rape, sexual assault, non-consensual sexual contact, non-consensual sexual intercourse, sexual exploitation, sexual battery, sexual abuse, and sexual coercion. Sexual violence can be carried out by employees, students, or third parties. All such acts of sexual violence are forms of prohibited sex discrimination.

- Sexual Assault - Any actual or attempted sexual contact or behavior with another person without that person’s consent. (WA RCW 7.90.150 (6a) a sex offense as defined in RCW 9.94A.030, any violation of RCW 9.44.096, or any violation of RCW 9.68A.090, or any gross misdemeanor that is, under chapter 9A.28 RCW, a criminal attempt, criminal solicitation, or criminal conspiracy to commit an offense that is classified as a sex offense under RCW 9.94A.030.)

- Domestic Violence - (a) Physical harm, bodily injury, assault, or the infliction of fear of imminent physical harm, bodily injury or assault, between family or household members; (b) sexual assault of one family or household member by another; or (c) stalking as defined in RCW 9A.46.110 of one family or household member by another family or household member. (RCW 26.50.010)

- Dating Violence - Violence committed by a person:
  1. Who is or has been in a social relationship of a romantic or intimate nature with the victim; and
  2. Where the existence of such a relationship shall be determined based on a consideration of the following factors:
     a. the length of the relationship
     b. the type of relationship
     c. the frequency of interaction between the persons involved in the relationship

- Stalking - A person commits the crime of stalking if, without lawful authority and under circumstances not amounting to a felony attempt of another crime:
  1. He or she intentionally and repeatedly harasses or repeatedly follows another person; and
  2. The person being harassed or followed is placed in fear that the stalker intends to injure the person, another person, or property of the person or of another person. The feeling of fear must be one that a reasonable person in the same situation would experience under all the circumstances; and
  3. The stalker either:
     a. Intends to frighten, intimidate, or harass the person;
     b. Knows or reasonably should know that the person is afraid, intimidated, or harassed even if the stalker did not intend to place the person in fear or intimidate or harass the person.

(See RCW 9A.46.110)

Consent - Means that at the time of the act of sexual intercourse or sexual contact there are actual words or conduct indicating freely given agreement to have sexual intercourse or sexual contact. (RCW 9A.44.010)

- If coercion, intimidation, threats, or forcible compulsion is used there is no consent.
- If a person is mentally incapacitated or physically helpless or impaired such that a reasonable person would believe the incapacitated person cannot understand the fact, nature or extent of the sexual situation, there is no consent. This includes impairment or incapacitation due to alcohol or drug consumption, or being asleep or unconscious because of an intellectual or other disability that prevents the person from having the capacity to give consent.
- There is no consent when there is force, expressed or implied, or use of duress or deception.
- Coercion, forcible compulsion, or threat of either invalidates consent.
- Silence or an absence of resistance does not imply consent.
- Consent to engage in sexual activity with one person does not imply consent to engage in sexual activity with another person.
- Consent can be withdrawn at any time.
- Past consent to sexual activities does not imply ongoing future consent.
Forcible Compulsion – Physical force which overcomes resistance, or a threat, express or implied, that places a person in fear of death or physical injury to herself or himself or another person, or in fear that she or he or another person will be kidnapped (RCW 9A.44.010)

Sexual Intercourse – (a) has its ordinary meaning and occurs upon any penetration, however slight, and (b) also means any penetration of the vagina or anus however slight, by an object, when committed on one person by another, whether such a persons are of the same or different sex, except when such penetration is accomplished for medically recognized treatment or diagnostic purposes, and (c) also means any act of sexual contact between persons involving the sex organs of one person and the mouth or anus of another whether such persons are of the same or different sex. (See RCW 9A.44.010)

Sexual Contact – Any touching of the sexual or other intimate parts of a person done for the purpose of gratifying sexual desire of either party or a third party. (RCW 9A.44.010)

Mental Incapacity – That condition existing at the time of the offense which prevents a person from understanding the nature or consequences of the act of sexual intercourse or sexual contact whether that condition is produced by illness, defect, the influence of a substance or from some other cause. (See RCW 9A.44.010)

Physically Helpless – A person who is unconscious or for any other reason is physically unable to communicate unwillingness to an act. (RCW 9A.44.010)

Family or Household Members - Spouses, domestic partners, former spouses, former domestic partners, persons who have a child in common regardless of whether they have been married or have lived together at any time, adult persons related by blood or marriage, adult persons who are presently residing together or who have resided together in the past, persons sixteen years of age or older who are presently residing together or who have resided together in the past and who have or have had a dating relationship, persons sixteen years of age or older with whom a person sixteen years of age or older has or has had a dating relationship, and persons who have a biological or legal parent-child relationship, including stepparents and stepchildren and grandparents and grandchildren. (RCW 26.50.010)

Retaliation - Any adverse action against any individuals because they have opposed discrimination (made a report or filed a complaint), responded to a complaint, served as a witness in an investigation, or participated in any manner in an investigation is strictly prohibited.

1. The University Does Not Discriminate on the Basis of Sex in its Programs and Activities and Will Not Tolerate Sex Discrimination, Including Sexual Misconduct. The University prohibits the crimes of sexual assault, dating violence, domestic violence, and stalking. Further, Title IX and Title VII require the University to not discriminate on the basis of sex. Sex discrimination, including sexual misconduct, is unacceptable and may be cause for discipline even if it does not rise to the level of a violation of law.

2. The University is Committed to a Comprehensive Educational and Training Program to Promote Awareness of and Prevent Sex Discrimination, Including Sexual Misconduct.

A. The Vice Provost for Equal Opportunity is Western’s Title IX Coordinator. The Vice Provost is responsible for providing mandatory initial and refresher Sexual Harassment Prevention Training (SHPT) for University employees. New employees should complete this training within their first six months of employment.

B. SHPT includes information on Title IX obligations and the nature and consequences of sexual harassment, including sexual misconduct, and discusses reporting options, resources, and procedures for handling complaints.

C. The Vice Presidents and Deans are responsible for ensuring that their employees complete the mandatory SHPT and refresher training.

D. The University provides sexual violence primary prevention and awareness training to new, matriculated students and new employees. The Director, Prevention and Wellness Services is responsible for implementing this training for students and the Vice Provost for Equal Opportunity is responsible for implementing this program for employees.

In alignment with Western’s culture and values, participation in these programs will be mandatory during AY 2015–2016. During this first year of program implementation, the mandatory participation requirement will be vetted with the campus community to determine whether or not program participation should be required in future years or if an acceptable alternative approach is desired.

E. The Equal Opportunity Office, University Police, Enrollment and Student Services, Human Resources and other campus offices promote awareness of and provide additional communication about and training in the prevention of sex discrimination, including sexual misconduct, in implementing an ongoing prevention and awareness campaign for students and employees.

F. Primary prevention and awareness training for incoming students and new employees, and an ongoing prevention and awareness campaign, include the following: A statement that the University prohibits sexual assault, dating violence, domestic violence and stalking; the definition of these four offenses; the definition of consent; discussion of safe and positive options for bystander intervention; information on risk reduction; information about engaging men in prevention of sex discrimination, including sexual misconduct, and; information about relevant investigative and disciplinary procedures at the University.

3. The University and Community Offer Support and Resources for Persons Affected by Sex Discrimination, Including Sexual Misconduct

Support services and reporting options are provided for survivors of sex discrimination, including sexual misconduct.

Confidential support resources are available to students through services provided by university psychologists, mental health counselors, survivor advocates, and other health care professionals, and to faculty and staff via the Employee Assistance Program. Some off-campus reports may also be legally privileged, such as reports to clergy, private legal counsel, or health care professionals.
When sexual misconduct complaints are made to the Assistant Dean of Students/Student Conduct Officer (hereafter referred to as Student Conduct Officer), the Student Conduct Officer may issue an interim administrative no-contact order to all parties. No-contact orders may also be issued by the Student Conduct Officer as a sanction for Student Conduct Code violations.

Protective measures or accommodations provided by the University to individuals who report sexual violence will be shared by the University only to the extent reasonably necessary in order to carry out the terms of the protective measure or accommodation.

Regardless of whether it occurred on or off campus, individuals who report to the University that they have experienced sexual violence will be provided with information in writing about the following:

- Procedures to follow regarding: preservation of evidence; to whom and how to report; the option of notifying law enforcement, including University and local police, and to be assisted by the University’s Title IX Coordinator or CASAS in notifying law enforcement if the victim so chooses, or to decline to notify law enforcement, and; the victim’s rights and University’s responsibilities regarding protection and no-contact orders.

- Both the University-based and the community-wide victim advocacy, counseling, health and other resources listed in the Support Services and Reporting Options document linked to above;

- Options available, assistance available in obtaining, and how to request changes to academic, living, transportation, and working situations, or protective measures;

- How the University will protect confidentiality of victims and other necessary parties, including how publicly available recordkeeping will be completed without inclusion of personally identifying information about the victim, and how accommodations and protective measures will be kept confidential to the extent possible without limiting the University’s ability to provide the accommodations or protective measures;

- The applicable University procedures for investigations and disciplinary proceedings, as contained in the Discrimination Complaint Procedure and Student Code of Conduct.

4. The University Provides Comprehensive Response System for Reporting and Addressing Sex Discrimination, Including Sexual Misconduct

A. The response system is available to students, employees and others on campus affected by sex discrimination, including sexual misconduct. Individuals have the right to file a criminal complaint and an institutional discrimination or disciplinary complaint simultaneously. Complaints against anyone to whom this policy applies may be made to the Vice Provost for Equal Opportunity/Title IX Coordinator or the police. Complaints against students by students may also be made to the Student Conduct Officer. As required by Title IX, the University will investigate reports of sexual violence even when no complaint is filed.

B. Institutional discrimination and disciplinary complaints regarding sexual violence are conducted by officials who, as relevant to their roles in these processes, receive annual training on issues related to sexual assault, dating violence, domestic violence, and stalking, and how to conduct investigation and hearing processes that protect victims’ safety and promote accountability.

C. Victims of sexual violence are encouraged to preserve evidence that may assist in proving the sexual violence occurred or may be helpful in obtaining a protection order from a court with jurisdiction.

D. Vice Provost for Equal Opportunity/Title IX Coordinator investigates all discrimination complaints, including complaints of sex discrimination, including sexual misconduct.

Western’s discrimination complaint procedure provides an administrative complaint process (not legal or criminal) for prompt, equitable and impartial investigation and resolution of sex discrimination complaints. PRO-UI1600.02A Discrimination Complaint Procedure

The University will take steps to prevent recurrence of all forms of sex discrimination, and to correct its discriminatory effects on the complainant and others if appropriate. Interim measures may be taken to assist or protect the complaining individual(s) during the complaint process as necessary with the complainant’s consent (e.g., safety planning, arranging for changes in class schedule and/or living arrangements, counseling, modifying class requirements or testing schedules as needed, without penalty to the complainant).

Individuals who believe they have been discriminated against or are survivors of sexual misconduct are encouraged to contact the Vice Provost for Equal Opportunity & Employment Diversity, who also serves as the Title IX Coordinator, Equal Opportunity Office, Western Washington University, Old Main 345, MS 9021, 516 High Street, Bellingham, WA 98225, 360.650.3307 (voice) or 711 (Washington Relay); eoo@wwu.edu; or the Department of Education’s Office for Civil Rights.

The standard of evidence used by the Title IX Coordinator in investigating allegations of discrimination is a preponderance of evidence (i.e., that it is more likely than not that the allegations are true).

E. Chief, University Police responds to and investigates all on-campus incidents of sexual misconduct when an individual seeks to file a criminal report. Off campus incidents are handled by the Bellingham Police or the police department with jurisdiction over the location where the alleged sexual misconduct occurred.

When the survivor of a criminal act chooses to seek a legal remedy, they are encouraged to report all crimes of sexual violence to the appropriate law enforcement agency (typically either University or Bellingham Police). University Police may be contacted by calling (360) 650-3911 in an emergency or (360) 650-3555 to make a report, and are located in the Campus Services Building, 2001 Bill McDonald Parkway. University officials and offices, including the Title IX Coordinator (for anyone affected by sexual misconduct) or CASAS (for students) can assist victims in reporting to law enforcement if the victim so chooses. The standard of evidence
used in criminal proceedings is proof beyond a reasonable doubt.

F. Student Conduct Officer responds to and investigates sexual misconduct. See WAC 516-21 for the Student Rights and Responsibilities Code. The procedures applicable in student conduct investigations provide for prompt, fair, and impartial investigation and resolution of sexual misconduct reports. The standard of evidence used by the Student Conduct Officer in investigating allegations of sexual misconduct is a preponderance of evidence (i.e., that it is more likely than not that the allegations are true). The Student Conduct Officer may take immediate interim measures in cases of sexual misconduct by imposing sanctions, including no-contact orders. The Student Conduct Officer may be contacted by calling (360) 650-3706, and is located in Viking Union 506.

G. When a report is investigated via the Discrimination Complaint Procedure or Student Conduct Code, or by University or local police, due process may mandate disclosure of information provided by the complainant or respondent to the Title IX Coordinator/Equal Opportunity Office, Student Conduct Officer, or law enforcement with the other party and a limited number of witnesses.

H. When sexual violence is reported to the Title IX Coordinator, University Police, or the Student Conduct Officer, the University will keep the report confidential to the greatest extent possible while also providing protective measures and accommodations requested by the survivor and taking necessary action to keep other members of the campus community safe. If a survivor requests that their name not be revealed to the alleged perpetrator or requests that the University not investigate the report, the University will discuss with the survivor the limitations this places on the University’s ability to hold the perpetrator accountable. Personally identifying information regarding complainants/survivors of sexual violence contained in records maintained by the University regarding sexual violence will not be publicly disclosed except to the extent required by law.

5. The University Takes Action Towards Violators of This Policy
Anyone who is found to be in violation of this policy will be subject to a range of sanctions. As outlined in the Student Code of Conduct, possible sanctions for students are: warning; conditional status; loss of privileges; no-contact orders; requirement to engage in educational activities, assessment, counseling or treatment; requirement to provide restitution; campus housing relocation or termination; suspension or deferred suspension from the University, and; expulsion from the University. Possible sanctions for employees include written reprimand, leave without pay, and termination of employment.

6. All Members of the University Community Ensure That Commitment to Preventing Sex Discrimination, Including Sexual Misconduct is an Integral Part of Western.

7. Employees Must Report Sexual Misconduct
Employees have a duty to promptly report to the Vice Provost for Equal Opportunity, Title IX Coordinator, known or suspected incidents of sex discrimination, including sexual misconduct (except for those employees statutorily barred from sharing such information). Students and visitors are also encouraged to report this.

8. The University Prohibits Retaliation

The University, based on civil rights law, prohibits retaliation or encouraging others to retaliate against anyone reporting or thought to have reported a violation of this policy. This means that any type of adverse action or behavior is prohibited against those who file a complaint or third-party report, or otherwise participate in an investigatory or disciplinary process. Retaliation will be considered independently, whether or not a complaint is substantiated. The University will take strong responsive action if retaliation occurs.

IF YOU ARE SEXUALLY ASSAULTED
Go to a safe place as soon as possible: your home, a friend’s home, a locked car, or a busy public place.

- Get help. Contact a trusted person who can help you clarify what you want to do next.
- Preserve all physical evidence related to the sexual assault or rape. If the crime scene is accessible to you, try not to disturb it. Don’t change or launder any bedding. Save your clothing. Changing clothes is okay, but do not launder what you were wearing at the time of the incident. Don’t bathe, shower or douche until you’ve had a medical examination.
- Consider obtaining a medical examination in all cases of rape or sexual assault. An exam will check for physical injury as well as the possibility of sexually transmitted diseases or pregnancy. It is important for your well-being. If done promptly, the exam can obtain important evidence that can be used in a criminal prosecution.

RESOURCES AND REPORTING OPTIONS
Western has a coordinated effort to prevent and effectively respond to all forms of sexual harassment, gender-based harassment and sexual violence, including sexual assault, dating violence, domestic violence and stalking. In accordance with Title IX of the Education Amendments of 1972, Western provides a number of resources and reporting options for students and employees who are survivors. These options are available to all, regardless of sexual orientation or gender identity. Western encourages students and employees to report sexual violence and to utilize available resources.

For information on helping a friend, family member, or co-worker who has experienced sexual assault, rape, or other forms of sexual violence, visit www.wwu.edu/pws/help_and_healing.shtml or www.wwu.edu/hr/disability/domesticviolenceresources.shtml

Western Washington University Counseling and Support Resources
CASAS (Consultation and Sexual Assault Support) - for students
Location: Old Main 585B
Phone: 360-650-3700
www.wwu.edu/pws/about_casas.shtml

CASAS is a confidential resource for students who have been affected by violence, including sexual violence and for friends or partners of those affected by violence. CASAS
staff can assist with medical or legal assistance; emo-tional support and counseling; sup-
port group resources; orders of protection; academic support; emergency leaves; financial
aid services; housing; and reporting options. Western’s CASAS staff may be reached at
360-650-3700. There is also information at that number about accessing assistance after
hours. DVSAS (Domestic Violence and Sexual Assault Services) in Bellingham can also
provide assistance: www.dvsas.org/ including a 24-hour hotline 360-715-1563 or 877-
715-1563 (24 hours a day, 7 days a week).

Counseling Center - for students
Location: Old Main 540
Phone: 360-650-3164 (counselor on-call is available 24 hours a day)
www.wwu.edu/counseling/index.shtml

The Counseling Center provides confidential counseling, including crisis appointments
and after-hours emergency services. The Counseling Center also assists students by refer-
ing them to other services on campus and to community resources that can offer more
specialized or longer-term help with problems and concerns.

Employee Assistance Program - for employees
Phone: (877) 313-4455 (appointment scheduling); (866) 704-6364 (after-hours help line)
www.wwu.edu/hr/eap/eap.shtml

The EAP provides confidential help to public employees regarding personal and work-
related problems. Consultations are available at no cost to covered employees and adult
members of their households.

Human Resources - for employees
Location: Humanities Building, Floor 2
Phone: 360-650-3774
www.wwu.edu/hr/disability/domesticviolenceresources.shtml

Human Resources can assist employees who are survivors of domestic violence, sexual
assault or stalking and employees who have family members who are survivors. State
law allows employees to take leave from work, with or without pay, to address legal or
law enforcement needs and obtain medical, mental health and social services assistance
related to sexual violence. HR administers this Domestic Violence Leave.

Western Washington University University Reporting Options

University Police Department (for students, employees, and others affected by sexual
violence on campus)
Location: Campus Services Building, 2001 Bill McDonald Parkway
Phone: 360-650-3911 for emergencies, 360-650-3555 for non-emergencies
www.wwu.edu/ps/police/

Survivors of sexual violence may file a criminal report with University Police. Uni-
versity Police can also assist with safety planning and providing campus escorts. See
POL-U5615.01 Responding to Campus Violence or Threats of Violence. Students may
also work with CASAS, and anyone may work with Domestic Violence & Sexual Assault
Services (DVSAS), to make a police report and/or file for legal no-contact orders.

Western’s Title IX Coordinator/Equal Opportunity Office - for students, employees,
and others in the campus community affected by sexual misconduct

Western’s Title IX Coordinator: Dr. Sue Guenter-Schlesinger Vice Provost for Equal Op-
portunity & Employment Diversity
Location: Old Main 345
Phone: (360) 650-3307 (voice); 711 (WA Relay)
Sue.Guenter-Schlesinger@wwu.edu
www.wwu.edu/eoo

Survivors of sexual misconduct, including sexual violence, may file a discrimination
complaint with the EO Office. This does not obligate the individual to file a police
report. The EO Office coordinates closely with the Office of Student Life. The EO Office
can help coordinate support for survivors of sexual violence, including counseling and
medical services, safety planning, obtaining a no-contact order against the perpetrator,
academic support, and residence hall room changes. Survivors have the right to support
from Western even if they do not want to file a complaint. The Discrimination Complain-
t Procedure is online at www.wwu.edu/eoo/complaint-procedure.shtml. The EO Office
acts as a neutral, third-party investigator. All findings are made using a preponderance
of evidence standard, determining whether it is more likely than not that the alleged conduct
occurred. The Equal Opportunity Office and Title IX Coordinator do not take disciplinary
action, but inform relevant decision-makers (e.g. Dean of Students, Human Resources,
relevant Vice President or Dean) of their findings so that appropriate action may be
taken. The Title IX Coordinator can also provide assistance even in situations in which
the survivor requests that their identity be kept confidential and/or does not wish to file a
discrimination complaint (e.g., change a class or residence hall). Title IX and Western’s
Discrimination Complaint Procedure prohibit retaliation against individuals who com-
plain about or participate in an investigation regarding an alleged Title IX violation.

Assistant Dean of Students, Office of Student Life - for students

Michael Sledge
Location: Viking Union 506
Phone: 360-650-3706
www.wwu.edu/dos/office/index.shtml
The primary purpose of the Office of Student Life is to ensure the well-being and success of Western students. Students who experience sexual misconduct, including sexual violence, perpetrated by another student may make a complaint through Western’s student conduct process. This does not obligate a student to file a police report. The preponderance of evidence standard is used, meaning the conduct officer will make a decision based on whether it was more likely than not that a violation of the code occurred. The Office of Student Life coordinates closely with the Title IX Coordinator. The Office of Student Life will work with the survivor to provide for safety and well-being, such as the ability to move dorms, change schedules, withdraw from/re-take a class without penalty, access tutoring or other support services, and obtain administrative no-contact orders.

During this complaint process, the reporting student has several rights including providing evidence on their own behalf, to be accompanied by a person of their choice, to be free from retaliation, to request a no-contact order, to receive written notification of the outcome, and to request an administrative review of the outcome. See WAC 516-21-250 Student Rights in the Conduct Process for complete information.

**Off-Campus Resources and Reporting Options, available to anyone**

**DVSAS (Domestic Violence and Sexual Assault Services) of Whatcom County**
Location: 1407 Commercial Street, Bellingham
Phone: 360-715-1563 or 877-715-1563 (24 hours a day, 7 days a week) www.dvsas.org

DVSAS offers free and confidential services, including a 24-hour helpline seven days a week, walk-in services weekdays from 9am to 5pm, support groups, emergency shelter, and legal, medical and social services advocacy. The DVSAS website, www.dvsas.org, lists many community resources for survivors.

**Bellingham Police Department** (for offenses that occurred off campus)
Location: 505 Grand Avenue, Bellingham

Contact the police to make a criminal report.

**PeaceHealth St. Joseph Medical Center**
Location: 2901 Squalicum Parkway, Bellingham
Phone: 360-734-5400 www.peacehealth.org/st-joseph/Pages/default.aspx

The hospital’s services include providing treatment for injuries and sexually transmitted infections. The hospital provides rape kit assessments with a sexual assault nurse examiner. An advocate for sexual assault survivors is called whenever a patient reports being sexually assaulted and the patient decides whether to have the advocate accompany them through the exam process. CASAS advocates can also accompany a survivor to the hospital or health provider. Seeking medical treatment can preserve evidence.

**Washington State Domestic Violence Hotline**
Phone: 800-562-6025 (24 hours a day, 7 days a week)
TTY: 800-787-3224 (24 hours a day, 7 days a week) wscadv.org/get-help-now/

The Washington State Domestic Violence Hotline is a confidential resource and referral line. Trained advocates are available to assist with advocacy, emergency/crisis assistance, emotional support and safety planning. They can also help find domestic violence resources available in your specific area, such as safe shelter for victims and children, counseling and advocacy programs, legal advocacy and referral.

**RAINN (Rape, Abuse, and Incest National Network)**
Phone: 800-656-HOPE www.rainn.org

The Rape, Abuse & Incest National Network is the nation’s largest anti-sexual assault organization. RAINN provides the National Sexual Assault Hotline at 1.800.656.HOPE and the National Sexual Assault Online Hotline at www.rainn.org. The organization provides many resources about sexual violence, including resources about how to help a loved one who has experienced sexual violence.

To report an offense to the U.S. Department of Education Office for Civil Rights: Students, staff and faculty may report incidents of sexual assault, dating violence, domestic violence, and stalking, to the U.S. Department of Education’s Office for Civil Rights, 915 Second Avenue – Room 3310, Seattle, WA 98174-1099. Telephone: 206-607-1600 or 206-607-1647 (TDD). E-mail: OCR.Seattle@ed.gov

**REDUCING YOUR RISK OF SEXUAL ASSAULT**

Sexual assault is a serious concern that affects people of all genders. Research shows that rape or attempted rape affects one in six college women. Roughly 84 percent of all sexual assaults are committed by someone the survivor knows. Often, they involve alcohol and sometimes other drugs. Although personal safety can never be guaranteed, there are
steps you can take to reduce your risk of being the victim or perpetrator of sexual assault. These include:

- Always use the buddy system or travel in groups, especially when going to parties or other events on- or off-campus.
- Be assertive about communicating what you want from another person. Ask the person you are with to do the same.
- Trust your instincts. If a situation feels uncomfortable or unsafe to you, there is probably a good reason.
- Be aware of the effects of alcohol and other drugs on your body. Use of substances can interrupt the ability to make sound decisions and impair the ability to communicate clearly.
- Do not leave your drink unattended or accept a drink or other drugs from someone you don’t know, especially at a bar or a party.
- Avoid being alone with an unfamiliar person, particularly when alcohol or other drugs are involved. If you are alone, make sure that your friends know where you are, who you are with, and how long you’ll be gone.

Procedures for Campus Conduct Action

Western Washington University students enjoy the same basic rights, privileges, and freedoms granted to all members of society. At the same time, acceptance of admission to the university carries with it an obligation to fulfill certain responsibilities and expectations as a member of the Western Washington University community.

As a condition of enrollment at Western, students must assume responsibility for their own actions and maintain an environment conducive to the academic success, safety, and well-being of others. In addition, they are expected to be truthful, respect the rights of others, and abide by all university policies and procedures, as well as all local, state, and federal laws and regulations. All students are responsible for understanding and complying with the responsibilities and expectations set forth in this code.

The student conduct process at Western is designed to be a learning process that promotes an understanding of students’ responsibilities as members of the university community. The objectives of the student conduct system, as set forth in this code, are twofold: to ensure that students act in a manner consistent with high standards of behavior, and to maintain the safety and well-being of all members of the university community.


Counseling Services at Western

The Counseling Center provides professional counseling for a wide variety of student concerns and issues. The Center offers group counseling, short-term individual and couples counseling, and psycho-educational workshops and classes designed to help students gain the skills necessary to be successful at Western. The Counseling Center is located in Old Main 540, and is open from 8:30 a.m. - 4:30 p.m. Monday through Friday when classes are in session. Call 360-650-3164 to schedule an appointment; same day appointments are available for students whose concerns are urgent. An on-call counselor is available when the Counseling Center is closed; to access the on-call counselor, call the Counseling Center at 360-650-3164 and select Option 1.

The Washington State Employee Assistance Program offers counseling and support to assist faculty and staff in resolving personal or work-related problems. To schedule an appointment during office hours, call 877-313-4455 (toll free).

ACCESS TO SERVICES FOR PERSONS WITH DISABILITIES

Western is committed to providing a campus community, workplace, and academic environment that is fully accessible to students, faculty, and staff of all abilities. Under state and federal law, no qualified person will be denied access to, or participation in, a University program or activity on the basis of their disability. For additional information, visit www.wwu.edu/disability, or contact the following offices.

FOR STUDENTS:

- DisAbility Resources for Students
  Location: Old Main 120
  Phone: 360-650-3083
  Video phone: 360-255-7175
  Website: www.wwu.edu/drs/

FOR FACULTY AND STAFF:

- Equal Opportunity Office
  Location: Old Main 345
  Phone: 360-650-3307
  TTY: 360-650-2535
  Website: www.wwu.edu/eoo/disability.shtml