

**University of Portland**

---

**Department of Public Safety  
Crime & Fire Report for 2017**

## **MISSION STATEMENT**

The University of Portland's Department of Public Safety is the University's Designated Campus Authority and it exists to protect and serve the campus community. Our mission is to support the University's primary objectives of teaching and learning, faith and formation, service and leadership by helping to promote, create, and maintain a safe, secure, and enjoyable campus environment for all members of the University community and its guests.

## **CAMPUS CRIME REPORT AND DRUG AND ALCOHOL POLICY**

The University Park neighborhood that borders our campus is among the safest in Portland. Yet, like any place in our modern age, there are dangers. Federal law requires the Department of Public Safety to tell the campus community about three of those risks: crime, drug use, and fire. The first portion of this booklet carries the Campus Safety Report, as required by the federal Crime Awareness and Campus Security Act of 1990. The second portion, mandated by the federal Drug-Free Schools and Communities Act of 1989, explains the University's policy on alcohol and illegal drugs. The third portion relates statistics and safety measures related to fires on campus, also required by the federal Crime Awareness and Campus Security Act of 1990. Please read these reports and use the information to help foster a healthy and safe environment for yourself and others on campus.

## **CAMPUS SAFETY REPORT**

The information in this publication is in compliance with requirements set forth under the Student Right-to-Know and Campus Security Act of 1990 (Title II – Public Law 101-542 Nov. 1990). This report is updated on an annual basis, and is disseminated to all University students and employees. Upon request, this report will also be provided to any applicant for enrollment or employment.

## **STATUS OF CAMPUS SECURITY**

The University of Portland places a high priority on the personal safety of its students, faculty, staff, and visitors. The Department of Public Safety is committed to providing a secure environment. Historically, the University of Portland has been one of the safest campuses in the Pacific Northwest and the campus is located in the University Park neighborhood, which has one of the lowest crime rates in Portland. However, since it is impossible to prevent all crime, we wish to remind people that they must also take responsibility for their own personal safety. To that end, we offer several "Security Awareness and Crime Prevention Programs."

Monthly crime statistics for Portland, including the University Park neighborhood, are available through the Portland Police Bureau's CrimeStats application online at the following URL: <http://www.portlandoregon.gov/police/71978>

## **SECURITY AWARENESS AND CRIME PREVENTION PROGRAMS**

The University provides the following services and programs to improve safety on campus and to educate the community about security issues:

- 1) Escort Service** — Public Safety provides an escort service for people walking on campus or to and from a University-owned residence. Students, staff, and faculty are asked to walk with others when possible and to choose paths and walkways that are well lit and visible to the public.
- 2) New Student Orientation** — Crime prevention materials are provided and questions are answered during new student orientation meetings.
- 3) Personal Safety** — Sessions on personal safety, crime and violence prevention, crisis and emergency management planning, threat assessment, dorm safety and violence prevention, fire and life safety, and first aid/CPR are offered on campus. Contact Public Safety at (503) 943-7161 for more information.

- 4) Residence Hall Security** — Hall security and safety is routinely discussed at all hall meetings.
- 5) Emergency Telephones** — Campus phones are located outside the main entrance of each residence hall, in the Pilot House, at St. Mary's, Shiley Hall, Romanaggi Hall, Franz Hall, and Buckley Center. A number of emergency phones are located in and around campus buildings to provide immediate access to Public Safety during an emergency.
- 6) Electronic Systems** — The Department of Public Safety monitors intrusion and fire alarms campus-wide with the help of a computerized monitoring system. Access into certain facilities, including residence halls, is controlled through use of a card key access control system.
- 7) Operation Identification** — Students are strongly encouraged to mark valuables with a driver's license number and to record and retain serial numbers in a safe place.
- 8) Crime Prevention Material** — Brochures and posters related to substance abuse, personal safety, seat belt use, motor vehicle and bicycle theft prevention, and residence and office security are made available to the community.
- 9) Community Notification of Criminal Activity** — The Department of Public Safety notifies the campus community of ongoing security concerns by articles published in the campus newspaper and in the faculty/staff newsletter. If warranted by the circumstances, the campus Emergency Notification System may be utilized to alert the campus community by recorded phone message, SMS (text) message, and email or by sending a Timely Warning email to the community.

#### **HOW TO REPORT A CRIME OR EMERGENCY**

To report a crime or an emergency on campus, call the Department of Public Safety. Public Safety Officers respond to all reports of crimes and emergencies and complete an "Incident Report" for any crime occurring on or adjacent to University property. Reports are confidential within the guidelines established by the General Education Provisions Act (Buckley Amendment), the Portland Police Bureau, and Oregon Revised Statutes. As a service to the University community, some reports are made available, free of charge, to a reporting party to assist in the filing of an insurance claim. Crime reports can be made at any time.

As a result of the negotiated rulemaking process which followed the signing into law, the 1998 amendments to 20 U.S.C. Section 1092 (f), clarification was given to those considered to be campus security authorities.

Campus "Pastoral Counselors" and Campus "Professional Counselors", when acting as such, are not considered to be a campus security authority and are not required to report crimes for inclusion into the annual disclosure of crime statistics. These individuals are provided the opportunity to report instances of confidentially reported incidents to be included in the annual statistics, which remain confidential and will not be investigated. The rulemaking committee defines counselors as:

#### **Pastoral Counselor**

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

#### **Professional Counselor:**

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

#### **Anonymous reporting:**

If you wish to report a crime anonymously, go to the Public Safety web page at [www.up.edu/publicsafety](http://www.up.edu/publicsafety) and click the link on the page titled "Report Crime Anonymously." You will have the opportunity to report a crime or event without revealing your identity.

**Call Public Safety** if someone is injured or ill; you see fire or smell smoke; you see something suspicious; Someone is hurting another; you see someone stealing something or vandalizing property; or you have something stolen.

**Call quickly. Don't assume someone else has made the call.** Try to provide the dispatcher with accurate, detailed information about the problem.

**STAY ON THE LINE** until the dispatcher says it is OK to hang up. Depending upon the type of emergency the dispatcher may also request assistance from the Portland Police Bureau, Portland Fire Bureau, or an ambulance company.

The Public Safety "Hot Line" to report an emergency from campus phones is extension 4444. Simply dial 4444 and you will be routed to the Public Safety emergency telephone line.

**4444** (from on-campus) for emergency help

**7161** (from on-campus) for non-emergency assistance

**(503)943-4444** (from off-campus) for emergency help

**(503)943-7161** (from off-campus) for non-emergency assistance

### **DEPARTMENT OF PUBLIC SAFETY**

The Department of Public Safety serves all students, staff, faculty, and guests of the University. All criminal offenses occurring on campus or at University-controlled property should be reported to Public Safety.

The department operates twenty-four hours a day, seven days a week. Full-time staff includes a Director of Public Safety, two Sergeants, ten Public Safety Officers, an Environmental Health and Safety Officer, a Technology and Communications Coordinator, and six Telecommunicators.

Officers conduct foot, vehicle, and bike patrols on campus and in the neighborhood adjacent to campus. The department is charged with the enforcement of University policies and regulations and assisting in the reporting of applicable federal, state, and local laws. All officers are certified under the Oregon Private Security Service Providers Act ORS-181.170—181.993.

The Public Safety Department works cooperatively with the Portland Police Bureau and other enforcement agencies to ensure the safety of the campus community and may ask for assistance when a crime has been reported.

### **ACCESS TO CAMPUS FACILITIES**

Most campus buildings and facilities are accessible during normal business hours, excluding holidays. Athletic facilities, the computer labs, the Pilot House, the library, and other select University service areas have varying hours of operation. For "after-hours" access to certain facilities, students will need approval from a faculty or staff person responsible for the facility, and a valid student ID card must be presented to Public Safety personnel to be admitted.

Since the University cannot guarantee that unauthorized persons will not enter into residence halls, students are strongly encouraged to lock their room doors at all times. Hall access requires the use of an ID card which also acts as an "electronic" key. The University has an inter-visitation policy (which limits the hours non-residents may visit in a residence hall room). The violation of this policy may result in disciplinary proceedings. Residence hall policies may be found in the student handbook, Life on the Bluff.

### **MAINTENANCE OF CAMPUS FACILITIES**

Public Safety Officers, as part of their general patrol procedure, generate a work order to the Physical Plant when any defective lighting or unsafe condition is noted on campus.

Students, faculty, and staff are encouraged to report any safety or security concerns directly to the Department of Public Safety. Health and safety concerns may also be addressed to the Environmental Health and Safety Officer or to the President's

Advisory Committee on Health and Safety.

### **MISSING STUDENT PROCEDURE**

If a member of the University Community has reason to believe that a student is missing, they should immediately notify the Department of Public Safety at 503.943.7161, whether or not the student resides on campus. All possible efforts will be made to locate the student to determine his or her state of health and well-being through the collaboration of Public Safety and the Department of Student Affairs.

If the student is an on-campus resident, the Public Safety Department will secure authorization from Residence Life officials to make a welfare check entry into the student's room. If the student is an off-campus resident, the Public Safety Department will enlist the aid of the neighboring police agency having jurisdiction in the area the student resides.

Concurrently, University officials will endeavor to determine the student's whereabouts through contact with friends, associates, and/or employers of the student. Whether or not the student has been attending classes, labs, recitals, and scheduled organizational or academic meetings, or appearing for scheduled work shifts, will be established. If located, verification of the student's state of health and intention of returning to the campus is made.

When and where appropriate, a referral will be made to the University Health Center.

If not located, notification of the family and local law enforcement within 24 hours of receiving the initial report is made to determine if they know of the whereabouts of the student. If the student is an off-campus resident, appropriate family members or associates are encouraged to make an official missing person report to the law enforcement agency with jurisdiction.

If the missing student is under the age of 18 and is not an emancipated individual, the Public Safety Department will notify the student's parent or legal guardian immediately after the Public Safety Department has determined that the student has been missing.

The Public Safety Department will cooperate, aid, and assist the primary investigative agency in all ways prescribed by law. Upon closure of the missing person investigation, all parties previously contacted will be advised of the status of the case. All students, faculty, and staff have the option to designate an individual to be contacted in the event the student, faculty, or staff member is determined to be missing for more than 24 hours. If a member of the community has designated such an individual, the Public Safety Department will notify that individual no later than 24 hours after the community member is determined to be missing. Community members who wish to designate a confidential contact can do so by contacting the Public Safety Department.

### **INTERPERSONAL VIOLENCE**

The University of Portland is committed to fostering a safe community free from all forms of violence. All members of the community are called to honor and respect the inherent value and dignity of others. Of particular concern is interpersonal violence—also known as “power-based personal violence” — a form of violence that uses power, control, and/or intimidation to harm another. This type of violence may include, but is not limited to, relationship violence, stalking, sexual misconduct or assault, and sexual harassment. This type of violence is inclusive of that committed while under the influence of drugs and alcohol, and may be directed against strangers, friends, acquaintances, intimate partners, or others.

Interpersonal violence will not be tolerated by the University of Portland community. All types of interpersonal violence are an affront to the dignity of both the self and others. The University reserves the right to take action when it believes that standards of human dignity have been violated. Furthermore, such behavior may result in discipline including dismissal from the University. Confidential resources and options for reporting instances of interpersonal violence can be

found later in this section.

Key definitions for terms associated with interpersonal violence are contained in this section. Oregon state statutes and related definitions from the Oregon Legislature are available on pages 8 and 9.

Interpersonal violence often occurs when there has not been effective consent.

## **CONSENT**

**Consent means informed, freely, and voluntarily given mutual agreement understood by both parties and communicated by clearly understandable words or actions, to participate in each form of sexual activity.** Consent will not be assumed by silence, incapacitation due to alcohol or drugs, unconsciousness, sleep, cognitive or mental incapacitation, physical impairment, or lack of active resistance. A current or previous dating or sexual relationship is not sufficient to constitute consent, and consent to one form of sexual activity does not imply consent to other forms of sexual activity. Ultimately, consent should be freely communicated, verbally and/or physically, for every sexual act.

### **There is no consent where:**

- There is coercion, threat, intimidation or physical force is involved or used,
- Any other form of coercion or intimidation, physical or psychological, is employed,
- One party has taken advantage of a position of influence that he or she has over the other party,
- One party is incapable of giving consent due to incapacitation caused by alcohol, drugs, or some other influence, or
- No verbal and/or physical communication indicating consent has taken place.

## **DATING VIOLENCE (RELATIONSHIP VIOLENCE)**

**Dating or relationship violence is generally characterized by repeated manipulative behavior aimed at gaining power or control over an intimate or romantic partner.**

The term “dating violence” means violence committed by a person

- who is or has been in a social relationship of a romantic or intimate nature with the victim; and
- where the existence of such a relationship shall be determined based on a consideration of the following factors:
  - length of relationship,
  - type of relationship, and
  - frequency of interaction within the relationship.

Examples of behavior prohibited under this policy may include, but are not limited to a pattern of:

- **Emotional abuse**, which includes words and/or conduct used to manipulate or hurt a romantic or intimate partner.
- **Physical abuse**, which includes actions that threaten or harm a romantic or intimate partner’s physical safety.
- **Resource abuse**, which includes words and/or actions aimed at manipulating the financial or legal situation of a romantic or intimate partner.
- **Sexual abuse** (see *Sexual Misconduct* on page 8).
- **Verbal abuse**, which includes the use of words or the withholding of communication to manipulate or hurt a romantic or intimate partner.

## **DOMESTIC VIOLENCE**

The term "*domestic violence*" includes felony or misdemeanor crimes of violence committed by a current or former spouse or intimate partner of the victim, or by any other person against an adult or youth victim who is protected from that person's acts under the domestic or family violence laws of the jurisdiction.

## **SEXUAL HARASSMENT**

*Sexual harassment* is a form of interpersonal violence that uses power, control, and/or intimidation to harm another on the basis of one's sex. Behavior that constitutes sexual harassment under this policy may or may not include other forms of interpersonal violence identified above. Sexual harassment of any kind is inconsistent with the mission of the University of Portland to create a community in which all members feel safe and respected. Behavior that violates this policy may result in discipline, including dismissal from the University. All members of our community—students, staff, administrators, faculty, and visitors—are entitled to study and work free from unsolicited and unwelcomed sexual advances. Sexual harassment is unsolicited verbal or physical behavior of a sexual nature that creates a hostile or offensive environment. Sexual harassment can manifest itself in different ways under different circumstances, including but not limited to:

- Unwelcome sexual advances,
- Express or implied requests for sexual favors,
- Sexual violence, and
- Other verbal, non-verbal, or physical conduct of a sexual nature when such conduct is sufficiently severe, pervasive, and persistent that it has the purpose or effect of unreasonably interfering with an individual's performance, creating an intimidating, hostile, or offensive University environment, implying that academic or employment status or success is contingent upon fulfilling requests or demands, or limiting one's participation in University activities.

Students seeking information regarding sexual harassment by faculty or staff, or who wish to report discrimination they experienced in a University setting should contact the Title IX Coordinator, Sandy Chung or Deputy Title IX Coordinator for Students, Meg Farra, at (503) 943-8982, or at [titleix@up.edu](mailto:titleix@up.edu). Reporting options and grievance procedures for sexual harassment complaints can be found at "Interpersonal Violence Reporting Options" on page 13.

## **Stalking**

The term "stalking" means engaging in a course of conduct directed at a specific person that would cause a reasonable person to:

- fear for his/her safety or the safety of others; or,
- suffer substantial emotional distress.

The contact is generally composed of two or more acts over a period of time, however short.

Examples of behavior prohibited under this policy may include but are not limited to:

- Cyber-stalking, which is the use of the Internet or other electronic means to talk to or harass another. Cyber-stalking may involve stalking-type conduct that involves but is not limited to a larger than usual volume of e-mail or text communication, false accusations, monitoring behavior, making threats via the Internet or via

electronic means, identity theft, intentional damage to data or equipment, or gathering information in order to harass another.

- Nonconsensual and repeated communication.
- Intentional following, pursuing, waiting for, or showing up uninvited.
- Surveillance or other types of close observation.
- Direct physical and/or verbal threats against an individual or his/her loved ones.
- Manipulative and controlling behaviors (e.g., threatening to harm oneself).

## **SEXUAL MISCONDUCT**

***Sexual misconduct* includes all forms of non-consensual sexual contact, sexual exploitation, and inappropriate expressions of sexual behavior.** Examples of sexual misconduct offenses that are prohibited include but are not limited to:

- ***Non-consensual sexual intercourse***, which is any sexual penetration or intercourse, however slight and with any object, by a person to another person that is by force or without consent. This offense includes oral, anal, and vaginal penetration, to any degree and with any object. This type of sexual intercourse is referred to as “sexual assault” in this policy.
- ***Non-consensual sexual contact***, which is any sexual touching, however slight and with any object, by any person upon another by force and/or without consent. Sexual touching is contact of a sexual nature, however slight. Depending on the nature or extent of the contact, this form of sexual misconduct may also be considered and referred to as “sexual assault.”
- ***Sexual exploitation***, which is taking non-consensual or abusive sexual advantage of another for one’s own benefit or the benefit of another.
- ***Inappropriate sexual behavior may include, but is not limited to:***
  - Sexual exhibitionism
  - Sexually-based stalking, bullying, or harassment
  - Prostitution or the solicitation of a prostitute
  - Peeping or other voyeurism
  - Going beyond the boundaries of consent, e.g., by allowing others to view consensual sex or the non-consensual video or audiotaping of sexual activity
  - Inducing incapacitation of another with the intent of initiating sexual activity with that person upon incapacitation, regardless of whether sexual activity actually takes place

## **OREGON REVISED STATUTES DEFINED FOR INTERPERSONAL VIOLENCE AND DOMESTIC VIOLENCE (INCLUDING DATING VIOLENCE)**

The Oregon Revised Statutes define “domestic violence” in ORS 135.230 to mean abuse between family or household members. “Family or household members” means any of the following:

- Spouses,
- Former spouses,
- Adult persons related by blood or marriage,
- Persons cohabiting with each other,
- Persons who have cohabited with each other or who have been involved in a sexually intimate relationship, or
- Unmarried parents of a minor child.



In Oregon, there is no single crime of domestic violence. The term is used to describe any number of crimes (assault, murder, burglary, harassment, menacing) that occur between family or household members. "Abuse" is defined as the occurrence of one or more of the following acts between family or household members:

- Attempting to cause or intentionally, knowingly, or recklessly causing bodily injury;
- Intentionally, knowingly, or recklessly placing another in fear of imminent bodily injury; or
- Causing another to engage in involuntary sexual relations by force or threat of force.

### **Stalking**

The Oregon Revised Statutes stalking in ORS 163.732.

(1) A person commits the crime of stalking if:

(a) The person knowingly alarms or coerces another person or a member of that person's immediate family or household by engaging in repeated and unwanted contact with the other person;

(b) It is objectively reasonable for a person in the victim's situation to have been alarmed or coerced by the contact; and

(c) The repeated and unwanted contact causes the victim reasonable apprehension regarding the personal safety of the victim or a member of the victim's immediate family or household.

(2) (a) Stalking is a Class A misdemeanor.

(b) Notwithstanding paragraph (a) of this subsection, stalking is a Class C felony if the person has a prior conviction for:

(A) Stalking; or

(B) Violating a court stalking protective order.

(c) When stalking is a Class C felony pursuant to paragraph (b) of this subsection, talking shall be classified as a person felony and as crime category 8 of the sentencing guidelines grid of the Oregon Criminal Justice Commission. [1993 c.626 §2; 1995 c.353 §2].

### **Resources for Responding to Interpersonal Violence**

When an incident of interpersonal violence occurs, the University's primary concern is for the safety, health, and wellness of those impacted by the assault. The University offers a variety of resources (outlined below) to assist affected students. If a student reporting interpersonal violence requests confidentiality or asks that the complaint not be pursued, the University will take all reasonable steps to investigate and respond to the complaint consistent with the request for confidentiality or request not to pursue an investigation. If a reporting student asks that his or her name or other identifiable information not be disclosed to the responding party, the reporting party should be aware that the University's ability to respond may be limited. In any instance of alleged interpersonal violence, the University will evaluate a request for confidentiality in the context of its responsibility to provide a safe and nondiscriminatory environment for all students. In the event the University cannot maintain confidentiality, the University will attempt to inform the reporting student. To these ends, several resources are available to students on campus. These resources differ according to the level of confidentiality available to the reporting party. A person who has experienced sexual harassment or interpersonal violence who contacts the resources listed in the "Confidential Campus Resources" section below will be confidentially advised where to find medical and other support. This initial contact with a confidential campus resource does not generally

commit the student to any course of action.

### Resource Options

The University of Portland is committed to caring for survivors of sexual harassment and interpersonal violence by responding to their needs, offering appropriate referrals, protecting their privacy, and ensuring their safety as well as the safety of the entire campus community. The University encourages survivors of interpersonal violence to talk to someone about what happened, so they can get the support they need, and so the University can respond appropriately.

If the University determines that an incident poses a serious and immediate threat to the University community, the Office of Public Safety may issue a timely warning to the community. Any such warning will not include any information that directly identifies the victim.

Different employees on campus have different abilities to maintain a survivor's confidentiality.

- **Anything shared with a priest in the sacrament of reconciliation (confession) will always remain absolutely confidential.**
- Some employees are able to honor nearly complete confidentiality **unless there is an imminent danger to the student or others.** The University of Portland defines these employees as ***"Confidential Campus Resources."***
  - Within the group of "Confidential Campus Resources," some employees offer confidentiality to the greatest extent possible, and generally report only to the Title IX Coordinator or Deputy Title IX Coordinator for Students that an incident occurred without revealing any personally identifying information. More information about this sub-group can be found in the list below.
- Some employees are required to report all the details of an incident, including the identities of both the reporting student and the responding student to the Title IX Coordinator or Deputy Title IX Coordinator for Students. The University of Portland defines these employees as ***"Non-Confidential Campus Resources."*** All information shared with ***"Non-Confidential Campus Resources"*** will remain "private," meaning that it will only be shared with University professionals who have a required need to know, generally in order to ensure safety and/or provide interim remedies.

### Confidential Campus Resources

These resources will be able to honor confidentiality in most cases unless there is an imminent danger to the student or others. *Anything shared with a priest in the sacrament of reconciliation (confession) will always remain absolutely confidential.* Professional, licensed counselors and pastoral counselors who provide mental health counseling or spiritual counseling and/or guidance are not required to report any information to the Title IX Coordinator or Deputy Title IX Coordinator for Students without a reporting student's permission.

- **SAFE Advocates:** (503) 943-SAFE (7233); [up.edu/safe/](http://up.edu/safe/)
- **University Health Center:** (503) 943-7134; [up.edu/healthcenter/](http://up.edu/healthcenter/)
- **Campus Ministry:** (503) 943-7131; [up.edu/campusministry/](http://up.edu/campusministry/)
- **Pastoral Residents:** Contact information in the Residence Hall Staff Directory (please note: this resource is only confidential within the scope of the staff member's role as Pastoral Resident, not in other

contexts/positions that the Pastoral Resident may also hold at the University)

- **Holy Cross Religious:** A directory of Holy Cross Religious working at the University can be found online at: <http://www.up.edu/holycross/default.aspx?cid=8131&pid=3078> (please note: this resource is only confidential during the sacrament of reconciliation [confession] or in spiritual counseling and/or guidance, not in other contexts/positions that the Holy Cross priest may also hold at the University).

**NOTE:** A student who speaks to a professional or non-professional counselor must understand that, if the student wants to maintain confidentiality, the University will be unable to conduct an investigation into the particular incident or pursue disciplinary action against the responding student. These individuals will still assist the student in receiving other resources and support, such as victim advocacy, academic support or accommodations, disability, physical health or mental health services, and changes to living, working, or course schedules.

### **Non-Confidential Campus Resources**

These resources will protect one's privacy to the greatest extent possible. Information received will be shared with the Title IX Coordinator and Deputy Title IX Coordinator for Students to assess the safety of the student and larger University population. Information may also be shared with certain University professionals, as necessary, to ensure safety and to provide appropriate campus-wide response.

**These resources must report to the Title IX Coordinator or Deputy Title IX Coordinator for Students all relevant details about the alleged sexual harassment or interpersonal violence** shared by the student and inform the student that the University will need to determine what happened, including the names of the reporting student and responding student, any witnesses, and any other relevant facts including the date, time, and specific location of the alleged incident.

**Title IX Coordinator:** Sandy Chung (503) 943-8982; chung@up.edu

**Deputy Title IX Coordinator for Students:** Meg Farra (503) 943-8982; farra@up.edu

**Public Safety (non-emergency):** (503) 943-7161

**Public Safety (emergency):** (503) 943-4444

**Office of Residence Life:** (503) 943-7205

**Hall Staff (Hall Director, Assistant Hall Director, Resident Assistant):** Contact information in the Residence Hall Staff Directory

**Most faculty and staff**

### **Off-Campus and Other Community Resources**

Students are also encouraged to access resources available in the greater Portland community, if desired. Call to Safety (formerly Portland Women's Crisis Line) and the Sexual Assault Resource Center offer confidential advocacy, emotional support, and referrals to community resources, support groups, and counseling services for all survivors of sexual violence. Crisis line services are available to survivors of all genders. Call to Safety also provides services to survivors of domestic violence and stalking. The Portland Police Bureau can aid in investigating reports of sexual assault and pursuing a criminal case.

**Call to Safety (formerly Portland Women's Crisis Line):** (503) 235-5333

**Sexual Assault Resource Center:** (503) 640-5311

**Portland Police Bureau Emergency:** 911

**Portland Police Bureau Non-emergency:** (503) 823-3333

### **Public Awareness Events**

The University may coordinate events on the topics of sexual harassment and interpersonal violence; some of which may be considered “*public awareness events*.” Events such as “Take Back the Night,” the Clothesline Project, candlelight vigils, protests, “survivor speak outs,” or other such forums in which students disclose incidents of sexual harassment or interpersonal violence, are not considered notice to the University for purposes of triggering its obligation to investigate any particular incidents. Such events may, however, inform the need for campus-wide education and prevention efforts.

### **Support and Safety Interim Remedies**

The University of Portland is committed to supporting survivors of all forms of interpersonal violence (sexual misconduct, sexual assault, sexual harassment, relationship violence, and stalking) by providing necessary safety and support services. Students are entitled to reasonable interim remedies. The Title IX Coordinator or his/her designee will initiate a response that may include:

- No-contact order
- Change in an academic schedule
- Change in on-campus work schedule
- Provision of alternative housing options
- The imposition of an interim suspension on the responding party
- The provision of resources for medical and/or psychological support

Students should contact the Title IX Coordinator to request these or other interim remedies.

### **Amnesty and Retaliation**

To foster the safety and security of the entire community, the University of Portland encourages community members to report all incidents of interpersonal violence. Students are sometimes afraid to report incidents of interpersonal violence for fear of being held accountable for other policy violations (e.g., intervisitation, alcohol, drug, or sexual intimacy).

**In order to encourage reporting of interpersonal violence, the University will not pursue the conduct process against a student who reports interpersonal violence for lesser policy violations that occur in connection with the reported incident. Students who are interviewed as witnesses in interpersonal violence cases will not be subject to the student conduct process for lesser policy violations that occur in connection with the reported incident.**

The University of Portland strongly encourages students to report all incidents of sexual harassment and interpersonal violence. Any attempt to intimidate, threaten retaliation, or otherwise attempt to prevent the reporting of an incident of sexual harassment or interpersonal violence is prohibited. Any attempt to intimidate, threaten, harass, or otherwise attempt to prevent participation in a conduct process related to an incident of sexual harassment or interpersonal violence is likewise prohibited. Any action of this nature will subject the participating student to University sanctions. A reporting party or witness who is intimidated or threatened in any way should immediately report their concerns to the Title IX Coordinator, the Office of Residence Life, or call Public Safety at (503) 943-7161.

### **Interpersonal Violence Reporting Options**

The University of Portland is committed to providing a variety of reporting options for any student who believes that he or she has experienced stalking, sexual harassment, sexual assault, relationship violence, or any other form of interpersonal violence. Students who believe they have experienced this type of violence are always able to pursue more than one of the

options listed below. The grievance procedures for sexual harassment are listed below; for more information about the additions to the student conduct process for incidents of interpersonal violence, see *Conduct Process for Incidents of Sexual Harassment, Sexual Assault, or Other Forms of Interpersonal Violence* on page 19. No matter what reporting or grievance process is originally pursued, students who believe they are victims of this type of violence may decide to pursue the formal grievance procedure or the student conduct process at any point.

### **Options for Reporting Interpersonal Violence**

A student who believes that he or she is a victim of interpersonal violence may choose to pursue a criminal report, pursue a report through the University conduct process, or report the incident to the Title IX Coordinator for investigation and possible interim remedies. A student can choose to pursue more than one of these processes at the same time. The University's Title IX Coordinator will be informed about the incident for all reporting options. The University has no ability to pursue criminal charges against an individual through the University conduct process or Title IX investigation and the most serious discipline the University can issue through the conduct process is dismissal from the University.

- **Submit an anonymous report by calling the SAFE Advocate Resource Line: (503) 943-SAFE (7233).** An anonymous report, withholding one's identity and the identity of the responding student, can be made by contacting a SAFE Advocate via the Resource Line. Anonymous reports will be recorded and counted in the University Clery statistics. Withholding one's identity, and that of the responding student, will limit the University's ability to act on the incident.
- **Report the incident to the Portland Police Bureau for possible criminal prosecution.** The Police report can be made at Public Safety or directly to the Portland Police Bureau. If the report is made through Public Safety, the incident will also be referred to the University's Title IX Coordinator for appropriate follow up and administrative investigation.
- **Complete a report to the Title IX Coordinator or Deputy Title IX Coordinator.** Sandy Chung, the Title IX Coordinator or Meg Farra, Deputy Title IX Coordinator for Students may receive the report in person, over the telephone, or via e-mail. Information will be investigated to the extent possible. Subsequent action may be taken.
- **Complete a report with UP Public Safety.** Public Safety will report information learned to the Title IX Coordinator and relevant University administrators, and investigate information to the extent possible. Subsequent action may be taken.
- **Pursue the University conduct process.** If the responding party is a student, the person who has experienced interpersonal violence may request that the University take action through the University conduct process managed by the Office of Residence Life. Reports made to Residence Hall Staff or the Office of Residence Life will be shared with the Title IX Coordinator or Deputy Title IX Coordinator for Students for investigation; a summary of the investigation will be forwarded to the Office of Residence Life for adjudication within the student conduct process. The procedure for handling reports of interpersonal violence conduct cases is described under *Conduct Process for Incidents of Sexual Harassment, Sexual Assault, or Other Forms of Interpersonal Violence* on page 19.

### **Sexual Harassment Grievance Procedures**

Students who would like to report an incident of sexual harassment by another student may choose to proceed formally or informally. A student who believes he or she is the victim of sexual harassment of any nature does not have to use the

informal process and may request a formal resolution. A student may choose informal resolution if he or she wishes to when the alleged incident is isolated and/or involves verbal comments, jokes, magazines, pictures of a sexual nature, or similar issues.

The University will typically proceed formally in cases of sexual harassment involving allegations of sexual misconduct or sexual assault. For information on what type of behavior constitutes sexual misconduct and sexual assault and how to report those types of incidents, see the Sexual Misconduct and Sexual Assault policies sections. The University reserves the right to take action in all cases of sexual harassment, misconduct, and/or assault when an imminent threat is determined; in all other cases, the University will strive to honor the choice of the reporting party in the course of action requested. The following procedures apply to student-on-student sexual harassment outside of a University employment status. Students seeking information regarding discrimination or harassment by faculty or staff, or who wish to report discrimination they experienced in a University employment setting should contact the Title IX Coordinator, Sandy Chung at (503) 943-8982, [chung@up.edu](mailto:chung@up.edu) or Deputy Title IX Coordinator for Students, Meg Farra, at (503) 943-8982, [farra@up.edu](mailto:farra@up.edu) or [titleix@up.edu](mailto:titleix@up.edu). Reporting options and grievance procedures for sexual harassment complaints can be found under *Options for Reporting Interpersonal Violence* above.

### **Informal Resolution for Reported Incidents of Sexual Harassment, Sexual Assault, or Other Forms of Interpersonal Violence**

Informal resolution may be an appropriate avenue for isolated behavior that the reporting student believes can be effectively dealt with outside of the formal conduct process. If a student wishes to proceed informally, the student may report the incident.

The informal resolution process is an opportunity for the reporting party to share information about the incident that led to the complaint with the Title IX Coordinator or his/her designee. During this process, the student and Title IX Coordinator will discuss the incident, options for resolution, and discuss steps the University can take to ensure the safety of the reporting student. Such steps may include, but are not limited to, changes to academic schedules, no-contact orders, or changes to on-campus work schedules. The reporting student may opt to bring a support person to any meetings with the Title IX Coordinator.

In addition to meeting with the reporting party, the Title IX Coordinator will meet with the party (or parties) implicated by the initial report as potentially violating the University's interpersonal violence policies. The Title IX Coordinator may communicate information on behalf of the reporting student to the responding student. The responding student may opt to bring a support person to any meetings with the Title IX Coordinator. If the incident is resolved informally to the satisfaction of the reporting student, a written summary of the matter will be submitted by the Title IX Coordinator. The written summary should contain as much information about the incident as possible, including the names of those involved and the dates and circumstances of the reported incident. The purpose of the summary is to alert the University to repeated behavior by the same individuals.

If the incident is not resolved informally to the satisfaction of the reporting student, the student may submit a request for formal resolution to the Title IX Coordinator within fifteen (15) calendar days of the informal resolution.

### **Formal Resolution for Reported Incidents of Sexual Harassment, Sexual Assault, or Other Forms of Interpersonal Violence**

If a reporting student chooses to proceed formally, either initially or after an unsatisfactory informal resolution, the student must submit a written report to the Title IX Coordinator for investigation. Generally, the report should include the name,

address, telephone number, e-mail address, and class year of the reporting student; a detailed description of the conduct that the reporting student alleges to be a violation of the interpersonal violence policy, including dates where possible; name(s) of the person(s) against whom the report is being made; and the name(s) of any witnesses. In order for the report to be resolved as efficiently as possible, it is suggested that, whenever possible, the written report be submitted to the Title IX Coordinator as soon as possible from the date of conduct for an original complaint, and within fifteen (15) calendar days of an unsatisfactory informal resolution.

The appropriate office will investigate the complaint. The investigation may include interviews of the reporting party, the responding party, and/or witnesses, a review of any submitted written reports and relevant policies, and any other steps necessary based on the circumstances of a specific case. The investigation will be completed within a reasonable time frame; generally, forty-five (45) calendar days unless exceptional circumstances exist warranting an extension of the time frame. When the appropriate office has completed its investigation, it will provide the Office of Residence Life with all information gathered during the process for consideration. If it is determined that the case should go through the student conduct process, it will take place according to the process set out in *University Student Conduct Process* (see pages 15 - 19 for general student conduct procedures and pages 19 - 20 for information specifically applying to conduct processes for incidents of sexual harassment, sexual assault, or other forms of interpersonal violence).

## **STUDENT CONDUCT PROCESS**

### **Overview**

The University's student policies and student conduct process are the responsibility of the Office for Student Affairs. All alleged violations are handled by the Office of Residence Life or another designee appointed by the Vice President for Student Affairs and Associate Vice President for Student Development. To determine if a student is responsible for a violation of the University Policies and Standards of Student Conduct or other University policies the conduct procedures described below will be followed. Because the conduct process is educational in nature, students may not proceed through an attorney or family member. Decisions regarding a student's responsibility, or lack thereof, for the alleged violation will be based on careful consideration of the available information and evaluated on the basis of whether it is more likely than not that the student is responsible for the violation. If a student is found responsible for a violation of University policies or standards of conduct, he or she may be assigned a sanction or combination of sanctions. The purpose of these sanctions is to promote the student's greater self-knowledge, physical and emotional health, and restoration to full participation in the University of Portland community. The University retains the right and ability to adjust any conduct process described herein as it deems appropriate and necessary, in its discretion, given the specific facts and circumstances at issue.

### **Types of Conduct Hearings**

Based on the information gathered, the Office of Residence Life will decide whether to proceed with a case. If the Office of Residence Life decides to go forward, it will decide whether to proceed with the case as a Standard Conduct Hearing or Formal Conduct Hearing.

Each type of hearing has the same purpose: to determine if a student is responsible for the alleged violation(s), to help the student learn about the consequences for choices he or she made, to educate the student about University policies, and to provide pastoral care and education for the student involved. The primary difference between the types of hearings is who conducts them and the level of sanction that can be assigned.

### **Standard Conduct Hearing**

Standard Conduct Hearings are designed to allow for the investigation, discussion, and resolution of alleged violations of

University policies and standards of conduct and of residence hall and University policies and expectations that may lead to any sanctions less than suspension or dismissal from the University.

Prior to the hearing, the charged student may review his or her student conduct file and have the University student conduct process explained. Both prior to and during the hearing, the charged student may ask questions to clarify any confusion he or she may have regarding the hearing or student conduct processes.

A full-time student or current faculty or staff member may accompany a student to his or her Standard Conduct Hearing and serve as his or her support person. The support person may assist the student in preparing for the hearing and may speak to their community citizenship. The support person is not required to have firsthand knowledge of the incident. Any support person who comes to any additional meetings related to the conduct process must also be a full-time student or current faculty or staff member. The charged student must submit the name of the support person he or she wishes to bring to a hearing to the hearing officer twenty-four (24) hours prior to the hearing.

### ***On-Campus Students***

All residence halls are guided by policies and expectations designed to create communities grounded in mutual respect and lead to personal growth and maturation. Students are expected to know and follow the policies and expectations governing life in the hall in addition to those governing life at the University as a whole.

Generally, a member of Residence Life staff (most often the Hall Director) or their designee hear cases that involve violations of University and/or residence hall policies or procedures. Assistant Hall Directors may also fill this role. Depending on the specific factors of a case, sanctions may include, but are not limited to, community service hours, monetary fines, residence hall probation, counseling assessment, alcohol education, written reflection, a recommendation of removal from the hall, probation, or other sanctions which meet the particular circumstances of a specific case. If in the course of the Standard Conduct Hearing the hearing officer determines that a Formal Conduct Hearing is the more appropriate setting, he or she will stop the hearing and a Formal Conduct Hearing will be scheduled for a later date.

### ***Off-Campus Students***

Violations of University policies or procedures by off-campus students that will result in an outcome that is less than suspension or dismissal from the University will be handled in a Standard Conduct Hearing. The Office of Residence Life will hear Standard Conduct Hearings for off-campus students. Depending on the specific factors of a case, sanctions may include, but are not limited to, monetary fines, counseling assessment, alcohol education, community service, written reflection, or other sanctions that meet the particular circumstances of a specific case.

If in the course of the Standard Conduct Hearing the hearing officer determines that a Formal Conduct Hearing is the more appropriate setting, he or she will stop the hearing and a Formal Conduct Hearing will be scheduled for a later date.

### **Formal Conduct Hearing**

Formal Conduct Hearings are the appropriate setting for violations of University policies and procedures that may result in an outcome of suspension or dismissal. The Office of Residence Life coordinates Formal Conduct Hearings, and they are generally run by the Associate Director for Community Standards and one or two additional university conduct officers. Prior to the Hearing, the charged student may review his or her student conduct file and have the University Student Conduct Process explained. Both prior to and during the Hearing, the charged student may ask questions to clarify any confusion he or she may have regarding the Hearing or student conduct processes.

A full-time student or current faculty or staff member may accompany a student to his or her Formal Conduct Hearing and serve as the support person. The support person may assist the student in preparing for the hearing and may speak to their



community citizenship. The support person is not required to have firsthand knowledge of the incident. Any support person who comes to any additional meetings related to the conduct process must be a full-time student or current faculty or staff member.

Students may also bring witnesses who have firsthand knowledge of the incident to their Formal Conduct Hearings. Witnesses must be current students, faculty, or staff.

Charged students must submit the names of the witnesses or support person they wish to bring to a hearing to the Associate Director for Community Standards twenty-four (24) hours prior to the hearing. Upon request of the charged student, the Office of Residence Life will provide the name(s) of any other witness(es) invited to the Formal Conduct Hearing. During the hearing a student may, with the assistance of the hearing officer(s), ask questions of any witnesses present.

Students may also bring other kinds of evidence, such as documents, photographs, or other physical items, to present at their hearing. Students should inform the Office of Residence Life of the items they intend to present at their hearing twenty-four (24) hours prior to the hearing.

#### ***Failure to Appear at a Hearing***

If a charged student fails to attend the scheduled hearing and fails to notify the hearing officer of the delay or absence prior to the hearing, the hearing officer(s) may render a decision in the student's absence. The outcome of the hearing will reflect that the charged student was not present, and the hearing officer(s) will render a decision based on the partial information available. In the case of a Formal Conduct Hearing, the hearing officer(s) may dismiss the student.

#### ***Interference with the Student Conduct Process***

Interference with the student conduct process will not be tolerated. Such behavior includes, but is not limited to, violating confidentiality, lying or misrepresenting information to hearing officer(s), falsely initiating the student conduct process, harassing or intimidating any participant in the student conduct process, failing to comply with sanctions, or attempting to influence or discourage any participant in the student conduct process. This and other similar behavior aimed at disrupting the student conduct process may lead to action under the student conduct process.

#### **Sanctions**

If a student is found responsible for violations of University policies or standards or conduct, a sanction or combination of sanctions will be assigned based on the following: the nature and circumstances surrounding the offense, prior violations or inappropriate behavior, the impact of the violation on the University community as well as those directly affected by the student's actions, and prior sanctions assigned in similar cases. Sanctions are designed with specific learning outcomes in mind. Through the completion of sanctions, students will learn to be more cognizant of the impact of their actions on themselves, the impact of their actions on others, and how to effectively be a part of a community.

When placed on University probation, the student may, among other things, be prohibited from participating in campus activities, holding leadership positions, studying abroad, traveling for University-sponsored activities, and maintaining eligibility for scholarships and grants.

#### ***Possible sanctions include, but are not limited to, the following:***

- Written warning
- Apology letter to the harmed party
- Assessment of monetary fines
- Mandated community service hours

- Assignment of educational projects or written papers
- Referral to campus resources
- Restriction of certain privileges
- Hold on student account
- Alcohol or drug education
- Alcohol or drug assessment
- Restitution
- No-contact order
- Ban from a specific area of campus
- Transfer or loss of on-campus housing privileges
- **Residence Hall Probation**
  - This is a specified period of observance and evaluation of the student's behavior in the residence hall. If the student violates any residence hall policies or additional requirements during the period of probation, he or she could be removed from the residence halls and possibly be subject to further sanctions.
- **Delayed Cancellation of Housing Contract**
  - The student's residence hall probation has been violated, but due to specific circumstances within the case, the student's housing contract is not immediately voided.
- **Removal from Residence Hall**
  - The student's residence hall contract is voided and he or she is required to permanently leave University of Portland residence facilities with no refund made available to the student.
- **University Probation**
  - This is a specified period of observation and evaluation of the student's behavior. If the student violates any University or residence hall policies during the period of probation, he or she could be suspended from the University.
- **Suspension**
  - This is a separation of the student from the University for at least one semester. The student may not be on campus without permission during that period. The student may apply for readmission at the end of the suspension period, though readmission is not guaranteed. Any additional criteria for readmission will be specified at the time of suspension. If a student is suspended, no part of the tuition and fees including room and board for the remainder of the semester will be refunded.
- **Dismissal**
  - This is a permanent separation of the student from the University. The student may not apply for readmission or enter campus without permission. Dismissal decisions will appear on a student's permanent transcript. If a student is dismissed, no part of the tuition and fees including room and board for the remainder of the semester will be refunded.

### ***Pre-Hearing Sanctions***

In rare situations, sanctions will be issued prior to a hearing. These sanctions will be applied only if the Office of Residence Life or its designee(s) determine they are necessary to protect the health and safety of the individual or other members of the University community. Generally, when the University is in session, the student will receive a hearing date no more than

ten (10) business days after the interim sanction is put in place. Only when it is not possible to schedule necessary witnesses or obtain information significant to the case will the hearing be held more than ten days after the assignment of the interim sanction. Interim sanctions may include, but are not limited to, suspension, no contact orders, removal from residence halls, and placing a hold on student accounts or records.

***Conduct Process for Incidents of Sexual Harassment, Sexual Assault, or Other Forms of Interpersonal Violence***

The following procedures will be applied to add to or amend the formal hearing process described above in an incident of alleged sexual harassment, sexual assault, or other forms of interpersonal violence that the Associate Director for Community Standards determines in his/her judgment to require these additional procedures. Formal rules of process, procedure, or rules of evidence such as those applied in criminal or civil courts are not used in the student conduct process. In cases involving charges of interpersonal violence, students may have the support person of their choosing, including parents or attorneys (if a student brings an attorney to serve as their support person during a meeting or hearing the University's attorney may also be present). In the context of interpersonal violence, support persons may be present in the hearing setting, but are not permitted to participate in the hearing process. The reporting party and/or responding party must submit the name of the support person they wish to bring to a hearing to the hearing officer twenty-four (24) hours prior to the hearing.

Once allegations are made and a student conduct investigation begins, a no-contact order will be issued between the two parties. Therefore, it might be necessary to make changes to living arrangements, course schedules, and dining locations to avoid confrontations between the students. All reasonable efforts will be made to accommodate the concerns of the students involved.

The student making a report ("reporting party") will be interviewed and asked to give a statement through a Title IX Investigator. Upon receipt of the statement, the University will conduct a fact-finding investigation. The student who is named in the report ("responding party") will also be contacted to provide a statement. The fact-finding report will include the statements of both parties as well as other information and reports collected and completed by the Title IX Investigator, and will be submitted to the Office of Residence Life. Once both statements are submitted, the reporting party and the responding party will have access to the other party's statement upon request at the Office of Residence Life. The investigation will be completed within a reasonable time frame, generally sixty (60) calendar days unless exceptional circumstances exist warranting an extension of the time frame.

The conduct hearing itself will take place according to the University conduct process described above. In addition, for matters of alleged sexual harassment, sexual assault, and instances of sexual misconduct:

- Both the reporting party and the responding party will receive equivalent notice of process.
- The conduct hearing will be conducted with both the reporting party and the responding party student present. Reasonable arrangements, such as the use of a physical barrier, will be made to prevent the reporting party and the responding party from directly facing one another. If a student chooses not to attend the hearing, the hearing panel will proceed in reaching a decision about the outcome of the case and possible sanctions without the absent student(s)' participation in the hearing process.
- Both the reporting party and the responding party have the same right to present relevant evidence throughout the conduct hearing.
- Both the reporting party and the responding party have the same right to have a support person of their choosing present throughout the conduct hearing.

- Both the reporting party and the responding party may identify witnesses who possess relevant information of the alleged incident of sexual harassment, sexual misconduct, or sexual assault to the Title IX Investigator. The Investigator will conduct interviews and will document them during the investigation. This documentation will be forwarded on for use within the conduct process in lieu of witnesses attending the conduct hearing in person.
- No questions, statements, or information about the sexual activity of the reporting party with anyone other than the responding party may be introduced. Questions, statements, or information about past sexual activity between the reporting party and the responding party may only be discussed if relevant to the issue of consent.
- The hearing officers will make a decision based on the “preponderance of evidence” standard; i.e., whether it is “more likely than not” that the alleged incident occurred.
- The decision will be made within a reasonable time frame of the conclusion of the hearing unless exceptional circumstances exist warranting an extension of the time frame.
- The University will disclose, in writing, the final results of any institutional conduct proceedings to both the reporting party and the responding party.
- Both the reporting party and the responding party may request a case review according to the process set forth below.

Students who are found responsible for violating University policy regarding sexual harassment, sexual assault, and other forms of interpersonal violence can be subject to disciplinary sanctions including suspension or dismissal from the University.

#### **Case Review**

Students found in violation of University policies or standards of conduct by the Division of Student Affairs and/or its designee(s) through the student conduct process have the opportunity to request a case review. Written requests for a case review must be submitted to the Office of Residence Life by the student within three (3) business days of being informed of the original decision. Failure to submit a case review request within that time period will render the original decision final. Generally if a case review is filed, the sanctions issued as a result of the original decision will not become effective until the review process is complete.

Case reviews may be submitted by completing a “Case Review Request Form” found online on the Student Conduct website ([www.up.edu/judicial](http://www.up.edu/judicial)). The Case Review Request Form must be completed in its entirety and contain the student’s signature. Case reviews may be based solely on one of the following criteria:

1. The procedures outlined in the *Life on the Bluff* were not followed during the student’s original hearing, or
2. New and significant evidence is available which was unknown and could not have been known at the time of the hearing.

**The severity of sanction is not considered a legitimate ground for case review.**

After a case review request is submitted to the Office of Residence Life within three (3) business days following the original decision, the Office of Residence Life and/or its designee(s) will provide a written response to the case review request. This response may include any information that the hearing officer(s) regards as relevant to the review, including any information used by the hearing officer(s) in making his or her determination.

The case reviewer is determined by the type of hearing and decision made. The case reviewer will have the opportunity to

review the student's conduct file, case review request, and the written response from the original hearing officer(s). The reviewer may then do any of the following: (1) refer the case back for more information, (2) request that the case be reheard, or (3) make a decision regarding the case on the basis of the information provided. Generally, the case review itself will not involve an additional meeting with the charged student. Separate case review routes exist depending on the original hearing officer and whether decisions of suspension or dismissal were the original outcome.

#### ***Case review of sanctions less than suspension or dismissal***

In cases involving sanctions less than suspension or dismissal, the student may request a case review as follows:

- a. If the original hearing officer was a Hall Director or Assistant Hall Director:
  - i. The student may request a review of the decision by the Associate Director for Community Standards or his/her designee on the basis of the two criteria identified above.
  - ii. The decision made by the Associate Director for Community Standards or his/her designee is final.
- b. If the original hearing officer was the Associate Director for Community Standards or his/her designee:
  - i. The student may request a review of the decision by the Vice President for Students Affairs or his/her designee on the basis of the two criteria identified above.
  - ii. The decision made by the Vice President for Students Affairs or his/her designee is final.

#### ***Case review of suspension or dismissal***

In cases involving suspension or dismissal, the student may request a case review as follows:

- a. If the original decision was suspension or dismissal:
  - i. The student may request a review of the decision by the Vice President for Student Affairs or his/her designee on the basis of the two criteria identified above.
  - ii. The decision made by the Vice President for Student Affairs or his/her designee is final.

#### ***Review of Sexual Harassment, Sexual Assault, and Sexual Misconduct Cases***

In sexual harassment, sexual assault, and sexual misconduct cases, both the reporting party and the responding party have the right to request a case review. The reporting party and the responding party may request a case review on the basis of the decision made, but not on the basis of the sanction(s) assigned. Either party may request a review of the decision by the Vice President for Student Affairs or his/her designee and his/her decision is final.

#### **Student Conduct and Studies Abroad Programs**

As a study abroad student, conduct inside and outside the classroom reflects upon the University of Portland. Accordingly, students are expected to adhere to the University of Portland's policies and the standards of student conduct as found in *Life on the Bluff*, as well as by the regulations of the specific study abroad program and host institution. Students are also expected to abide by the laws and respect the customs of the host country.

The Academic Program Director of each Studies Abroad site has primary responsibility in determining if a student is in violation of any policies and/or standards of the host program, country, or *Life on the Bluff*, and to establish sanctions for the violation. The Academic Program Director, in consultation with the Studies Abroad Director, and/or the Associate Vice President for Student Development, may also determine that a violation is so egregious that a student's participation in the program may be terminated, and further disciplinary action may be taken which could lead to suspension or dismissal from the University of Portland. Examples of misconduct include but are not limited to:

- Violation of laws of host country;

- Abuse of alcohol, or use or abuse of illegal drugs;
- Disturbing the peace or disrupting the community;
- Repeated failure to control noise levels in student housing facilities;
- Disruption of the academic environment of the program, including repeated failure to participate in class assignments or to attend mandatory excursions;
- Vandalism perpetrated against public or private property;
- Assault or sexual assault.

### **EQUAL OPPORTUNITY AND NONDISCRIMINATION POLICY**

The University of Portland does not discriminate in its educational programs, admissions policies, scholarship and loan programs, athletic and other school-administered programs, or employment on the basis of race, color, national or ethnic origin, sex, disability, age, or sexual orientation. The University expressly reserves its rights and obligations to maintain its commitment to its Catholic identity and the doctrines of the Catholic Church.

The designated coordination point for University compliance with Section 504 of the Rehabilitation Act of 1973 and for ADA is the Vice President for Financial Affairs, in coordination with Accessible Education Services, the Office of Residence Life, the University Health and Counseling Center, Human Resources, and the Office for University Events.

#### **Title IX Coordinator**

All inquiries concerning the application of Title IX and its implementing regulations, including inquiries about the University's sexual assault, sexual harassment, or sex discrimination policies and procedures may be referred to the University's Title IX Coordinator or to the Department of Education Office for Civil Rights (OCR).

The University's Title IX Coordinator is: Sandy Chung (503) 943-8982; [titleix@up.edu](mailto:titleix@up.edu)

Deputy Title IX Coordinator for Students: Meg Farra (503) 943-8982; [titleix@up.edu](mailto:titleix@up.edu) [www.up.edu/titleix](http://www.up.edu/titleix)

#### **Statement on Inclusion**

At the University of Portland, a Catholic University guided by the Congregation of Holy Cross, all dimensions of our communal life-teaching and learning, faith and formation, and service and leadership-are informed and transformed by prayer, scripture, and the Christian tradition. Our belief in the inherent dignity of each person is founded upon the social teaching of the Catholic Church. At the center of that teaching is the fundamental mandate that every person, regardless of race, color, religion, gender, sexual orientation, social or economic class, age, or disability shall be treated with respect and dignity.

Moreover, we seek to create and sustain an inclusive environment where all people are welcomed as children of God and valued as full members of our community. We condemn harassment of every kind, and assert that no one in our community should be subject to physical or verbal harassment or abuse. Further, no one shall be denied access to programs, services, and activities for any unlawful reason. We provide all who live, learn, and work at the University the opportunity to actively participate in a vibrant, diverse, intellectual community that offers a broad range of ideas and perspectives, so that we may all learn from one another.

#### **Interpersonal Violence Prevention Efforts**

The University of Portland takes a comprehensive approach to our interpersonal prevention education efforts. We are committed to providing students with information on campus policies and resources, as well as, equipping them with skills

to cultivate healthy relationships and participate in promoting a campus culture that intervenes to prevent the potential for harm.

### **Think About It**

Prior to the start of each school year, all students are expected to complete an online education course entitled, 'Think About It.' Returning students receive a more condensed refresher course. The course includes education on:

- Campus Sexual Misconduct policies
- Campus and community resources
- Understanding and establishing effective consent
- Bystander intervention strategies
- Healthy relationships

### **Green Dot**

Green Dot is a bystander intervention prevention strategy that helps students understand the power of the bystander and equips them with skills to notice concerning behaviors and intervene to prevent interpersonal violence from occurring on our campus. Green Dot, further, promotes a culture where each member of our campus community has a role to play in demonstrating the fact that violence is not acceptable in our community. Education is conducted through hour-long overview sessions and 7-hour Green Dot Bystander Trainings.

- **Overview Sessions** – 15 Overview sessions were conducted in 2016, including one required of all Freshman and transfer students during New Student Orientation.
- **Bystander Trainings** – 2 Bystander Trainings were conducted in 2016.

### **Resource Advertising**

- **In-person Education** – During every Green Dot training session (Overview sessions and Bystander Trainings), campus and community resources and reporting options are discussed.
- **Mirror Clings and Magnets** – Campus and community resources are printed on mirror clings that appear in bathrooms around campus and on magnets distributed to every on-campus student room.
- **Webpage** – The 'Community Against Violence' webpage ([www.up.edu/cav](http://www.up.edu/cav)) is a hub for information regarding interpersonal violence, reporting options, and support resources.
- **Pens** – Pens directing students to the Community Against Violence resource webpage are distributed during Green Dot trainings.

### **Awareness Raising Events**

**Pilot Pride** – In August 2017, the Wellness Coordinator and student leaders provided an overview of campus expectations for all new students during Orientation on consent, alcohol use, and violence prevention. The content of this session was subsequently discussed in small groups.

- **Student Feedback and Listening Sessions** – Each semester, starting in Spring 2016, the Health and Counseling Center staff held student feedback and listening sessions about violence prevention.
- **"Good Kids" Play on Sexual Assault** – Theater department hosted in partnership with the Garaventa Center. Two performances, including debriefs and interactions with audience.
- **Screening of "The Hunting Ground"** – Students provided a free screening of a film exploring interpersonal violence

on campus.

- ***Stand-in Solidarity for Survivors*** – Event hosting speakers and receiving feedback from students on changes they would like to see.

***Residence Hall Education***

- ***Healthy Relationships Conversations*** – Hall staff, Health and Counseling Center staff, and Campus Ministry staff conduct informal and formal pastoral conversation with students regarding healthy relationships; specifically ensuring respect of one another and developing good communication skills.



**CRIME STATISTICS**

The following statistics have been compiled from incidents reported to the Department of Public Safety or the agency of jurisdiction during the 2015, 2016, and 2017 calendar years. The statistics do not reflect any reports that might have been made to other departments or individuals at the University unless those individuals or departments informed Public Safety of the incident. Victims or witnesses may report crimes on a voluntary, confidential basis for inclusion in the annual disclosure of crime statistics. Pastoral or professional counselors, when acting as a counselor, are not required to report any crimes or incidents; however, the University urges its counselors to provide “statistical information” should they become aware of a sexual assault incident.

Since 1991 academic institutions that participate in the federal financial aid program have been required to compile an annual report with respect to campus crime statistics and campus security polices, and prepare, publish, and distribute the report to all current students and employees, and to any applicant for enrollment or employment upon request. The report is required to contain statistics for any occurrences on campus, in or on non-campus buildings or property, and on public property during the most recent calendar year, and during the two preceding calendar years for which data is available. In 1999, after congress enacted the Jeane Clery Disclosure of Campus Security Policy and Campus Crime Statistics Act, additional reporting of more specific crimes was required. Nothing prohibits the University from providing more clarification than what is statutorily required and the University’s Public Safety Department has elected to further delineate ‘on campus locations’ into two categories; on campus property and residence halls on campus. The definition of a non-campus building or property is any building or property owned or controlled by an institution that is used in direct support of, or in relation to, the institution’s educational purposes, is frequently used by students, and is not within the same reasonably contiguous geographic area of the institution, or any building or property owned or controlled by a student organization that is officially recognized by the institution.

| <b>2017 Crime Statistics</b> | <b>Campus</b> | <b>Residence Halls</b> | <b>Public Property</b> | <b>Non-Campus</b> |
|------------------------------|---------------|------------------------|------------------------|-------------------|
| Murder                       | 0             | 0                      | 0                      | 0                 |
| Manslaughter                 | 0             | 0                      | 0                      | 0                 |
| Rape                         | 5             | 5                      | 0                      | 0                 |
| Fondling                     | 2             | 2                      | 0                      | 0                 |
| Incest                       | 0             | 0                      | 0                      | 0                 |
| Statutory Rape               | 0             | 0                      | 0                      | 0                 |
| Burglary                     | 4             | 4                      | 0                      | 2                 |
| Robbery                      | 0             | 0                      | 0                      | 0                 |
| Aggravated Assault           | 0             | 0                      | 0                      | 0                 |
| Motor Vehicle Theft          | 1             | 0                      | 2                      | 0                 |
| Arson                        | 0             | 0                      | 0                      | 0                 |
| Liquor Law Violations        |               |                        |                        |                   |
| Arrests                      | 0             | 0                      | 0                      | 0                 |
| Disciplinary Referral        | 374           | 361                    | 1                      | 12                |
| Drug Law Violations          |               |                        |                        |                   |
| Arrests                      | 1             | 0                      | 0                      | 0                 |
| Disciplinary Referral        | 28            | 26                     | 4                      | 0                 |
| Weapon Policy Violations     |               |                        |                        |                   |
| Arrests                      | 0             | 0                      | 0                      | 0                 |
| Disciplinary Referral        | 5             | 5                      | 0                      | 0                 |

|                   |   |   |   |   |
|-------------------|---|---|---|---|
| Dating Violence   | 1 | 1 | 1 | 0 |
| Domestic Violence | 0 | 0 | 0 | 0 |
| Stalking          | 7 | 2 | 0 | 0 |

| <b>2016 Crime Statistics</b> | Campus | Residence Halls | Public Property | Non-Campus Property |
|------------------------------|--------|-----------------|-----------------|---------------------|
| Murder                       | 0      | 0               | 0               | 0                   |
| Manslaughter                 | 0      | 0               | 0               | 0                   |
| Rape                         | 3      | 3               | 0               | 0                   |
| Fondling                     | 0      | 0               | 0               | 0                   |
| Incest                       | 0      | 0               | 0               | 0                   |
| Statutory Rape               | 0      | 0               | 0               | 0                   |
| Burglary                     | 7      | 4               | 0               | 0                   |
| Robbery                      | 0      | 0               | 0               | 0                   |
| Aggravated Assault           | 1      | 0               | 0               | 0                   |
| Motor Vehicle Theft          | 2      | 0               | 2               | 0                   |
| Arson                        | 0      | 0               | 0               | 0                   |
| Liquor Law Violations        |        |                 |                 |                     |
| Arrests                      | 0      | 0               | 0               | 0                   |
| Disciplinary Referral        | 323    | 318             | 5               | 4                   |
| Drug Law                     |        |                 |                 |                     |
| Arrests                      | 0      | 0               | 0               | 0                   |
| Disciplinary Referral        | 19     | 18              | 0               | 0                   |
| Weapon Policy                |        |                 |                 |                     |
| Arrests                      | 0      | 0               | 0               | 0                   |
| Disciplinary Referral        | 1      | 0               | 0               | 0                   |
| Dating Violence              | 0      | 0               | 2               | 0                   |
| Domestic Violence            | 0      | 0               | 0               | 0                   |
| Stalking                     | 3      | 2               | 0               | 0                   |

| <b>2015 Crime Statistics</b> | <b>Campus</b> | <b>Residence<br/>Halls</b> | <b>Public<br/>Property</b> | <b>Non-Campus</b> |
|------------------------------|---------------|----------------------------|----------------------------|-------------------|
| Murder                       | 0             | 0                          | 0                          | 0                 |
| Manslaughter                 | 0             | 0                          | 0                          | 0                 |
| Rape                         | 3             | 3                          | 0                          | 0                 |
| Fondling                     | 0             | 0                          | 0                          | 0                 |
| Incest                       | 0             | 0                          | 0                          | 0                 |
| Statutory Rape               | 0             | 0                          | 0                          | 0                 |
| Burglary                     | 5             | 5                          | 0                          | 0                 |
| Robbery                      | 0             | 0                          | 0                          | 0                 |
| Aggravated Assault           | 0             | 0                          | 0                          | 0                 |
| Motor Vehicle Theft          | 0             | 0                          | 0                          | 0                 |
| Arson                        | 0             | 0                          | 0                          | 0                 |
| Liquor Law Violations        |               |                            |                            |                   |
| Arrests                      | 0             | 0                          | 0                          | 0                 |
| Disciplinary Referral        | 116           | 102                        | 2                          | 21                |
| Drug Law Violations          |               |                            |                            |                   |
| Arrests                      | 0             | 0                          | 0                          | 0                 |
| Disciplinary Referral        | 13            | 13                         | 2                          | 4                 |
| Weapon Policy Violations     |               |                            |                            |                   |
| Arrests                      | 0             | 0                          | 0                          | 0                 |
| Disciplinary Referral        | 0             | 0                          | 0                          | 0                 |
| Dating Violence              | 1             | 0                          | 0                          | 0                 |
| Domestic Violence            | 0             | 0                          | 0                          | 0                 |
| Stalking                     | 3             | 0                          | 0                          | 0                 |

## HATE CRIMES

| <b>2017</b>                    | <b>On Campus</b> | <b>Residence Halls</b> | <b>Public Property</b> | <b>Non-Campus Property</b> |
|--------------------------------|------------------|------------------------|------------------------|----------------------------|
| <b>Murder and Manslaughter</b> | 0                | 0                      | 0                      | 0                          |
| <b>Sexual Assault</b>          | 0                | 0                      | 0                      | 0                          |
| <b>Aggravated Assault</b>      | 0                | 0                      | 0                      | 0                          |
| <b>Burglary</b>                | 0                | 0                      | 0                      | 0                          |
| <b>Motor Vehicle Theft</b>     | 0                | 0                      | 0                      | 0                          |
| <b>Arson</b>                   | 0                | 0                      | 0                      | 0                          |
| <b>Larceny-Theft</b>           | 0                | 0                      | 0                      | 0                          |
| <b>Simple Assault</b>          | 0                | 0                      | 0                      | 0                          |
| <b>Intimidation</b>            | 1                | 1                      | 0                      | 0                          |
| <b>Vandalism</b>               | 0                | 0                      | 0                      | 0                          |

| <b>2016</b>                    | <b>On Campus</b> | <b>Residence Halls</b> | <b>Public Property</b> | <b>Non-Campus Property</b> |
|--------------------------------|------------------|------------------------|------------------------|----------------------------|
| <b>Murder and Manslaughter</b> | 0                | 0                      | 0                      | 0                          |
| <b>Sexual Assault</b>          | 0                | 0                      | 0                      | 0                          |
| <b>Aggravated Assault</b>      | 0                | 0                      | 0                      | 0                          |
| <b>Burglary</b>                | 0                | 0                      | 0                      | 0                          |
| <b>Motor Vehicle Theft</b>     | 0                | 0                      | 0                      | 0                          |
| <b>Arson</b>                   | 0                | 0                      | 0                      | 0                          |
| <b>Larceny-Theft</b>           | 0                | 0                      | 0                      | 0                          |
| <b>Simple Assault</b>          | 0                | 0                      | 0                      | 0                          |
| <b>Intimidation</b>            | 0                | 0                      | 0                      | 0                          |
| <b>Vandalism</b>               | 1                | 0                      | 0                      | 0                          |

| <b>2015</b>                    | <b>On Campus</b> | <b>Residence Halls</b> | <b>Public Property</b> | <b>Non-Campus Property</b> |
|--------------------------------|------------------|------------------------|------------------------|----------------------------|
| <b>Murder and Manslaughter</b> | 0                | 0                      | 0                      | 0                          |
| <b>Sexual Assault</b>          | 0                | 0                      | 0                      | 0                          |
| <b>Aggravated Assault</b>      | 0                | 0                      | 0                      | 0                          |
| <b>Burglary</b>                | 0                | 0                      | 0                      | 0                          |
| <b>Motor Vehicle Theft</b>     | 0                | 0                      | 0                      | 0                          |
| <b>Arson</b>                   | 0                | 0                      | 0                      | 0                          |
| <b>Larceny-Theft</b>           | 0                | 0                      | 0                      | 0                          |
| <b>Simple Assault</b>          | 0                | 0                      | 0                      | 0                          |
| <b>Intimidation</b>            | 0                | 0                      | 1                      | 0                          |
| <b>Vandalism</b>               | 1                | 1                      | 0                      | 0                          |

## EXPLANATION OF REPORTED CRIMES CRIMINAL

### Homicide

- **Manslaughter by Negligence** — The killing of another person through gross negligence.
- **Murder and Non-negligent Manslaughter** — The willful (non-negligent) killing of one human being by another.

**Sex Offenses** — Any sexual act directed against another person, forcibly and/or against that person's will; or not forcibly or against the person's will where the victim is incapable of giving consent.

- **Forcible Rape** — The carnal knowledge of a person, forcibly and/or against that person's will; or not forcibly or against the person's will where the victim is incapable of giving consent because of his/her temporary or permanent mental or physical incapacity, or because of his/her youth.
- **Forcible Sodomy** — Oral or anal sexual intercourse with another person, forcibly and/or against that person's will; or not forcibly against the person's will where the victim is incapable of giving consent because of his/her youth or because of his/her temporary or permanent mental or physical incapacity.
- **Sexual Assault With An Object** — The use of an object or instrument to unlawfully penetrate, however slightly, the genital or anal opening of the body of another person, forcibly and/or against that person's will; or not forcibly or against the person's will where the victim is incapable of giving consent because of his/her youth or because of his/her temporary or permanent mental or physical incapacity.
- **Forcible Fondling** — The touching of the private body parts of another person for the purpose of sexual gratification, forcibly and/or against that person's will; or, not forcibly or against the person's will where the victim is incapable of giving consent because of his/her youth or because of his/her temporary or permanent mental incapacity.
- **Incest** — Non-forcible sexual intercourse between persons who are related to each other within the degrees wherein marriage is prohibited by law.
- **Statutory Rape** — Non-forcible sexual intercourse with a person who is under the statutory age of consent.

**Burglary** — The unlawful entry of a structure to commit a felony or a theft. For reporting purposes this definition includes: unlawful entry with intent to commit a larceny or felony; breaking and entering with intent to commit a larceny; housebreaking; safecracking; and all attempts to commit any of the aforementioned.

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

**Aggravated Assault** — An unlawful attack by one person upon another for the purpose of inflicting severe or aggravated bodily injury. This type of assault usually is accompanied by the use of a weapon or by means likely to produce death or great bodily harm. It is not necessary that injury result from an aggravated assault when a gun, knife, or other weapon is used which could and probably would result in serious personal injury if the crime were successfully completed.

**Motor Vehicle Theft** — The theft or attempted theft of a motor vehicle. This includes all cases where automobiles are taken by persons not having lawful access even though the vehicles are later abandoned (including joyriding).

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

**Hate Crimes** — Crimes that manifest evidence the victim was intentionally selected because of the victim's actual or perceived race, gender, religion, sexual orientation, ethnicity, disability, gender identity, or national origin, as prescribed by the Violence

Against Women Act, Hate Crimes Statistics Act and Campus Security Act.

**Larceny** — The unlawful taking, carrying, leading, or riding away of property from the possession or constructive possession of another.

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

**Intimidation** — To unlawfully place another person in reasonable fear of bodily harm through the use of threatening words and/or other conduct, but without displaying a weapon or subjecting the victim to actual physical attack.

**Vandalism** — To willfully or maliciously destroy, injure, disfigure, or deface any public or private property, real or personal, without the consent of the owner or person having custody or control by cutting, tearing, breaking, marking, painting, drawing, covering with filth, or any other such means as may be specified by local law.

**Dating Violence** – violence committed by a person

- who is or has been in a social relationship of a romantic or intimate nature with the victim; and
- where the existence of such a relationship shall be determined based on a consideration of the following factors:
  - length of relationship,
  - type of relationship, and
  - frequency of interaction within the relationship.

**Domestic Violence** – felony or misdemeanor crimes of violence committed by a current or former spouse or intimate partner of the victim, or by any other person against an adult or youth victim who is protected from that person's acts under the domestic or family violence laws of the jurisdiction.

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

- fear for his/her safety or the safety of others; or,
- suffer substantial emotional distress.

The contact is generally composed of two or more acts over a period of time, however short.

**Liquor Law Violations** — The violation of laws or ordinances prohibiting the manufacture, sale, transporting, furnishing, or possessing of intoxicating liquor; maintaining unlawful drinking places; bootlegging; operating a still; furnishing liquor to a minor or intemperate person; using a vehicle for illegal transportation of liquor; drinking on a train or public conveyance; and all attempts to commit any of the aforementioned. (Drunkenness and driving under the influence are not included in this definition.)

**Drug Abuse Violations** — Violations of state and local laws relating to the unlawful possession, sale, use, growing, manufacture, and making of narcotic drugs. The relevant substances include: opium or cocaine and their derivatives (morphine, heroin, codeine); marijuana; synthetic narcotics (demerol, methadones); and dangerous non-narcotic drugs (barbituates, benzedrine).

**Weapon Law Violations** — The violation of laws or ordinances dealing with weapon offenses, regulatory in nature, such as: manufacture, sale, or possession of deadly weapons; carrying deadly weapons, concealed or openly; furnishing deadly weapons to minors; aliens possessing deadly weapons; and all attempts to commit any of the aforementioned.

**Stalking** — engaging in a course of conduct directed at a specific person that would cause a reasonable person to — (A) fear for

his or her safety or the safety of others; or (B) suffer substantial emotional distress.

**Domestic Violence** — includes felony or misdemeanor crimes of violence committed by a current or former spouse of the victim, by a person with whom the victim shares a child in common, by a person who is cohabitating with or has cohabitated with the victim as a spouse, by a person similarly situated to a spouse of the victim under the domestic or family violence laws of the jurisdiction receiving grant monies, or by any other person against an adult or youth victim who is protected from that person's acts under the domestic or family violence laws of the jurisdiction.

**Dating Violence** — violence committed by a person — (A) who is or has been in a social relationship of a romantic or intimate nature with the victim; and (B) where the existence of such a relationship shall be determined based on a consideration of the following factors: (i) The length of the relationship (ii) The type of relationship (iii) The frequency of interaction between the persons involved in the relationship.

**Sex Offender Notification** — The federal Campus Sex Crimes Prevention Act, enacted on October 28, 2000, requires institutions of higher education to issue a statement advising the campus community where law enforcement agency information provided by a state concerning registered sex offenders may be obtained. It also requires sex offenders already required to register in a state to provide notice, as required under state law, of each institution of higher education in that state at which the person is employed, carries on a vocation, or is a student.

The Oregon State Police in Salem provides registered sex offender information that can be obtained online at <http://sexoffenders.oregon.gov>, or by calling 503.378.3720 Ext. 44429 and requesting a printout of registered sex offenders within your ZIP code. This service is free of charge.



**ARREST STATISTICS**

The following are arrest statistics for three offense categories for 2014, 2015 and 2016. Liquor violations do not include driving while impaired or driving under the influence of alcohol. Since 1999 the University is also required to report referrals for campus disciplinary proceedings for alcohol, drug, and weapons law violations in these statistics.

In general, all Oregon state laws regarding the possession, sale and use of alcoholic liquors have been adopted by the University and will be enforced as applicable by the University of Portland. The manufacture, sale, distribution, possession, or use of a controlled substance or drug, not medically authorized, is strictly prohibited by the University of Portland. Law enforcement officers are the only persons permitted to possess firearms while on campus.

| <b>Arrests/Disciplinary Statistics*</b> | 2017 | 2016 | 2015 |
|---|------|------|------|
| Liquor Law Violations                   |      |      |      |
| Arrests                                 | 0    | 0    | 1    |
| Disciplinary Referral                   | 425  | 348  | 155  |
| Drug Abuse Violations                   |      |      |      |
| Arrests                                 | 0    | 0    | 0    |
| Disciplinary Referral                   | 33   | 19   | 21   |
| Weapons Possessions                     |      |      |      |
| Arrests                                 | 0    | 0    | 0    |
| Disciplinary Referral                   | 5    | 1    | 0    |

\*In order to provide the most accurate picture of student conduct responses to alcohol, drugs, and weapons, this table shows total referrals, including those where the incident occurred outside reportable geography.

## DRUG AND ALCOHOL POLICIES

The choice to alter one’s state of being through the use of alcohol and other drugs can have grave consequences which include health risks, injury to personal relationships, and the interruption of the pursuit of life goals. Because the University values the health of body, spirit, and mind, and because the illegal possession, use, and sale of alcohol and other drugs may result in criminal action, the University of Portland does not condone drug use by any member of the University community. In addition to University disciplinary sanctions, students, faculty, and staff involved with illegal use, possession, or distribution of controlled substances face civil penalties.

### Drugs and Other Controlled Substances

The choice to alter one’s state of being through the use of drugs can have grave consequences on one’s health, personal relationships, and long-term goals. In keeping with the University’s focus on ministering to the whole person, the University of Portland will not tolerate the possession or use of such substances. More specifically, the possession, use, sale, distribution, or manufacture of marijuana (regardless of whether the student possesses a prescription for medical use), synthetic substances, or other drugs illegal under federal, state, or local law is strictly prohibited. The unauthorized possession, use, and/or distribution of prescription drugs is prohibited.

Students are also prohibited from displaying or possessing drug paraphernalia. Any violation of this policy may result in serious consequences under the University student conduct process, including but not limited to suspension or dismissal.

### Federal and State Drug Laws

Listed below are the penalties for possession of drugs according to federal and state laws, except for lawful recreational or medical marijuana use under Oregon law. For complete information on manufacture, possession and distribution penalties at the local, state, and federal level contact the Department of Public Safety.

| Max. Prison Time  | Max. Fine |
|---|-----------|
| <b>SCHEDULE I</b>   |           |
| <b>Class B Felony</b> — Heroin, LSD, other hallucinogens, marijuana, others           |           |
| 10 years  | \$100,000 |
| <b>SCHEDULE II</b>  |           |
| <b>Class C Felony</b> — Methadone, morphine, amphetamine, cocaine, PCP                |           |
| 5 years   | \$100,000 |
| <b>SCHEDULE III</b>   |           |
| <b>Class A Misdemeanor</b> — Non-amphetamine stimulants, some depressants             |           |
| 1 year  | \$2,500   |
| <b>SCHEDULE IV</b>  |           |
| <b>Class C Misdemeanor</b> — Valium-type tranquilizers, some less potent depressants  |           |
| 30 days   | \$500     |
| <b>SCHEDULE V</b>   |           |
| <b>Violation</b> – Diluted mixtures, compounds with small amounts of controlled drugs |           |
| None  | \$1,000   |

### Alcohol Possession and Use

The University expects that all members of the University community and their guests who choose to use or serve alcoholic beverages will do so in a responsible manner and in accordance with state and federal laws. The primary purpose of the University's policies governing the use of alcoholic beverages and of its related programs and services are:

- To promote responsible attitudes regarding alcohol use and responsible behavior among all members of the University community.
- To educate individuals concerning the use and effect of alcohol in order to encourage responsible decision-making.
- To make assistance available to individuals who may be experiencing difficulty associated with the use, misuse, or abuse of alcoholic beverages.

In light of the above-stated purposes and in compliance with state and federal laws, all University students are expected to comply with the following regarding the possession and use of alcohol:

- No person under the age of 21 may lawfully possess or consume alcoholic beverages in the State of Oregon. Students may be subject to the University conduct process for underage possession, consumption, or transportation of alcoholic beverages, or for providing alcoholic beverages to any person who is underage.
- No person shall sell, give, or otherwise make available any alcoholic beverage to a person who is visibly intoxicated.
- Entry into a licensed premise that bans underage persons (e.g., a bar) by a person under the age of 21 is prohibited. Students may be subject to the University conduct process for this behavior or for possessing false identification that misrepresents age or identity.
- Except for persons holding the appropriate state licenses, no one shall sell, either directly or indirectly, alcoholic beverages. Examples of prohibited conduct that may subject a student to University discipline include, but are not limited to, charging admission to a party or selling cups.
- Students of legal drinking age may possess and consume alcohol on campus subject to the following limitations:
  - a. Intoxication by any student, regardless of age, whether in public or private, is prohibited. Symptoms of intoxication include, but are not limited to, the following: slurred speech, impaired motor coordination, vomiting, loss of consciousness, and loss of good judgment. Such behavior may result in University discipline.
  - b. Kegs or any containers holding over 32 oz. of alcohol are prohibited in all residence halls (including Haggerty & Tyson Halls) and in any University rental properties.
  - c. Within traditional residence halls (i.e., all halls except for Haggerty & Tyson Halls), the possession or consumption of alcoholic beverages that contain in excess of 14 percent (14%) alcohol by volume are prohibited.
  - d. Students of legal drinking age may possess and transport reasonable quantities of sealed alcohol in suitable packaging through public areas of campus and common areas of residence halls.
  - e. Students may not transport, possess, or use open containers in any common spaces (e.g., hallways, stairwells, lounges).
  - f. Students may not hang signs or advertisements for alcoholic beverages from windows, on doors, or in other publicly visible places.

- g. Students may not possess or display collections of alcohol containers or any other drinking paraphernalia.
- h. Abusive drinking is prohibited on campus. Potential violations of this policy include but are not limited to: participating in drinking games, drinking to the point of physical illness, “shotgunning” alcohol, taking shots of any form, and possessing beer bongs or other drinking devices.
- i. Print, electronic, and broadcast media funded in full or in part by the University, or by University solicited funds, or bearing the University's name, may not contain advertisements promoting alcohol or events that have alcohol as their primary focus. Advertising of alcoholic beverages is prohibited within University residence facilities.
- j. No graduate or undergraduate student, student organization, or University housing facility may use University, student organization, or University housing facility funds for the purchase of alcohol without prior permission.

### **Driving Under the Influence of Alcohol or Drugs**

The University prohibits the operation of a motor vehicle while intoxicated or impaired by alcohol, drugs, or any controlled substance. “Driving under the influence” is defined as a situation in which the operator of any vehicle, including bicycles and all other motorized and non-motorized vehicles, is determined to be driving such vehicle under the influence of any combination of intoxicating liquor, an inhalant, and/or a controlled substance which may alter, inhibit, or impair a person’s condition of thought and action. This determination may be made through an admission, as a result of a blood alcohol content test, or by commonly accepted behavioral observations (e.g., slurred speech, staggering).

### **Drugs and Controlled Substances**

In keeping with the University’s focus on ministering to the whole person, the University of Portland will not tolerate the possession or use of such substances. More specifically, the possession, use, sale, distribution, or manufacture of marijuana (regardless of whether the student possesses a prescription for medical use), synthetic substances, or other drugs illegal under federal, state, or local law is strictly prohibited. The unauthorized possession, use, and/or distribution of prescription drugs is prohibited. Students are also prohibited from displaying or possessing drug paraphernalia. Any violation of this policy may result in serious consequences under the University student conduct process, including but not limited to suspension or dismissal.

Though Oregon’s Measure 91 went into effect on July 1, 2015, the University has not changed its position on marijuana. Our drug policy clearly states that the use of illegal substances and the misuse of legal substances are strictly prohibited. Additionally, marijuana is still illegal under federal law. **Regardless of its status in the State of Oregon, or whether or not an individual possesses a prescription for medical use, marijuana is banned from our community. The University of Portland continues to prohibit all possession of use of marijuana by students, both on and off campus.**

The University of Portland takes a strong stance against drugs because we care deeply about our students and community members. The University values the personal wellness, health, academic success, growth, and development of the individuals within our community. The University of Portland does not believe that the use of marijuana or other drugs promotes the success of our community members. The University of Portland, through the Health Center, can connect students to resources related to drug abuse and addiction.

### **Portland Municipal Code**

In addition to these state and federal laws, the Portland Municipal Code also addresses the use of drugs and alcohol. The following violations are punishable by imprisonment of up to 6 months and a fine of not more than \$500 or both:

### ***Section 16: Vehicles and traffic code:***

- **Section 16.12.010:** Driving under the influence of liquor or drugs
- **Section 16.12.012:** Driving while intoxicated (.08 percent)
- **Section 20.12.040:** Selling, possessing, or consuming any alcoholic beverage in any park without a permit.

### **Standards of Conduct**

The University of Portland expects all members of the University community, and their guests, who choose to lawfully use or serve alcoholic beverages, to do so in a legal and responsible manner. In general, all Oregon state laws regarding the possession, sale, and use of alcoholic liquors have been adopted by the University of Portland and will be enforced as applicable.

The unlawful manufacture, distribution, dispersal, possession or use of illicit drugs by University students or employees in the workplace is prohibited.

Any employees convicted of violating a criminal drug statute in the workplace must notify his or her supervisor no later than five days after such conviction. The supervisor will immediately notify the University President, in writing, of this reported conviction.

The possession or use of alcohol in the institution is prohibited except for its use at University-sanctioned events where the serving of alcohol has been approved, or in limited amounts and types by students over the age of 21 who do not reside in a space shared with students under the age of 21. Impairment in the institution due to the use of alcohol is prohibited and will be punished at the University's discretion.

This policy applies to all University students and employees without exception.

### **Sanctions**

Any student or employee of the University found on University property or at University-sponsored events abusing alcohol or using, possessing, manufacturing, or distributing controlled substances or alcohol in violation of the law shall be subject to disciplinary action in accordance with applicable policies of the state of Oregon and the University of Portland. Such disciplinary action includes, but is not necessarily limited to, expulsion, termination of employment, referral for prosecution, and/or the completion, at the individual's expense, of an appropriate substance abuse assistance or rehabilitation program.

All employees are required to notify the University of any criminal drug statute conviction for a violation occurring in buildings, facilities, grounds, or property controlled by the University within five days after such a conviction. The University will, in turn, notify the applicable federal agency of the conviction. Appropriate action will be taken within thirty days of the University's notice of a conviction or violation of the University's policy as to a drug-free workplace.

In addition to any penalties under federal and state law, employees or students found to be in violation of this policy may be subject to disciplinary sanctions consistent with applicable provisions of state laws and regulations, the University of Portland's conduct code, applicable collective bargaining agreements, and applicable University administrative rules and directives. If imposed, sanctions will include appropriate action (up to and including expulsion and/or termination of employment and referral for prosecution) and may require participation in an approved drug and/or alcohol abuse assistance or rehabilitation program.

### **Counseling and Education**

#### ***Student Resources***

Any student who has concerns about the use of any drug, including alcohol, is urged to contact the University Health Center at 503-943-7134. Help is available, from informational pamphlets and presentations to assessment and consultation. Referral for treatment is also available on a strictly confidential basis.

Alcoholics Anonymous (503-223-8569) offers excellent help free of charge. The caller will be given the times and locations of daily meetings throughout the city and on the University of Portland campus. Other community resources are listed under "Alcohol/ Drug Abuse" in the Yellow Pages.

Additional listings are under "Alcoholism Treatment" and "Drug Abuse Information and Treatment." Helpline 1-800-621-1646 is a 24-hour hotline with drug and alcohol abuse treatment information.

### **Employee Resources**

Most University employees and their dependents are eligible for the Employee Assistance Program. Eligible employees and their dependents can make an appointment with the Employee Assistance Counselor (503-228-3223). The meetings will take place away from work and will be strictly confidential.

If the employee initiates the contact, no information, not even the fact that the employee has seen the EAP counselor, will be relayed to the employer. If the contact is recommended or required by your employer some information – for example, that you have kept the appointment – may be related back to the employer. The EAP counselor, an expert in the area of drug/alcohol problems, can provide information, assessment, or consultation, and referral.

Employees not eligible or not wishing to use EAP can access a number of excellent community resources. Alcoholics Anonymous (503-223-8569) can provide the times and locations of daily meetings. Helpline 1-800-621-1646, provides 24-hour information on drug and alcohol abuse treatment resources.

Other community resources are listed in the Yellow Pages under "Alcoholism Treatment" and "Drug Abuse Information and Treatment."

### **Resources**

University Health Center: 503-943-7134

Employee Assistance Program: 503-228-3223

Help for people with chemical-dependency problems: Alcoholics Anonymous: 503-223-8569

Al-Anon: 503-292-1333

Cocaine Anonymous: 503-256-1666

Narcotics Anonymous: 503-727-3733

### **Health Risks**

Types of Drug, Other Names and Possible Health Risks

- Stimulants: Speed up action of the central nervous system.
- Amphetamines: (Speed, uppers, crack, pep pills and bennies) Hallucinations, heart problems, paranoid psychosis, and death. Can harm fetus.
- Cocaine: (Coke, snow, crack, rock) Narcotic. Depression, convulsions, dependency, paranoid psychosis, coma, death.
- Depressants: Relax the central nervous system.
- Barbiturates: (Barbs, goof balls, downers, blues) Dependency, coma, death.

- Tranquilizers: (Valium, Librium) In combination with alcohol, especially dangerous.
- Methaqualone: (Sappers, quads, ludes) Narcotic. Lowers pain perception.
- Heroin: (H, scag, junk, smack) Loss of judgment and self-control, tolerance, dependence, coma, death.
- Morphine: (M, dreamer) Malnutrition, infection, hepatitis.
- Codeine, opium: Hallucinogens, distort reality.
- Lysergic acid: (Diethylamide, LSD, acid) Hallucinations, "flashbacks," possible birth defects in user's children. Long-term psychosis possible.
- Mescaline: (MDA, DMT, STP, Psilocybin, designer drugs) Same as above.
- Phencyclidine: (PCP, Angel dust: legally classified as a depressant) Same as above.
- Cannabis: Alters perception and mood.
- Marijuana: (Grass, pot, weed) Loss of coordination, dependence, lung damage.
- Hashish: (Hash, hash oil) Same as above.
- Alcohol: Dependence, depression, coma, death. Alcohol abuse is linked to cancer, heart and liver damage, and Fetal alcohol syndrome.
- Delirians: Cause mental confusion.
- Aerosol products: Hallucinations, death. Damage to lungs, brain, liver, bone marrow.
- Nicotine: Emphysema, lung cancer, heart disease, dependence.

## **UNIVERSITY OF PORTLAND EMERGENCY MANAGEMENT PROCEDURES**

### **Emergency Management and Evacuation Procedures**

The University of Portland Emergency Action Plan is a guide to provide University of Portland faculty, staff, and students with an emergency and crisis management system when responding to major disasters or disturbances to the campus. All personnel designated to carry out specific responsibilities are trained to know and understand the University of Portland policies and procedures. The Emergency Action Plan was created to meet the Occupational Safety and Health Administration Standard 29 CFR 1910.38: Emergency Action Plan. The University of Portland will operate an Incident Command System (ICS) in the event of an emergency.

The Emergency Action Plan is designed to effectively coordinate the use of University and community resources to protect life and property both during and immediately following a major crisis or disturbance on or near the University of Portland. It shall be placed into operation whenever an emergency affecting the University cannot be controlled using daily operating procedures.

All faculty and staff are informed of the Emergency Management Resource Guide Flip Chart in the New Hire Resource Guide upon attending a new hire introduction meeting. The Emergency Management Resource Guide is posted in all classrooms, offices, and is available online as a downloadable PDF document. The resource guide shows evacuation locations per building, as well as response steps depending on the emergency.

### **Emergency Test and Evacuation Drills**

The University of Portland shall participate in emergency tests or evacuation drills, at least once per year to assess and evaluate emergency procedures and capabilities. The evacuation drills, table top exercises, and emergency preparedness training are done in partnership with the Department of Public Safety, the Portland Bureau of Emergency Management and the local fire station. The Department of Public Safety will document each test, including the date, time, and

whether it was announced or unannounced.

### **Mass Notification System**

The Mass Notification System used at the University of Portland broadcasts immediate e-mail, text, and voicemail messages to those who have chosen to participate in the program. The University of Portland will immediately notify the campus community upon the confirmation of a significant emergency or dangerous situation involving an immediate threat to the health or safety of students, faculty, or staff occurring on the campus. Taking into account the safety of the community, the University will determine the content of the notification and initiate the notification system, unless issuing a notification will, in the professional judgment of responsible authorities, compromise efforts to assist a victim or to contain, respond to, or otherwise mitigate the emergency.

After the initial notification, follow-up information may be disseminated to the community via the messaging system or by email, as needed.

### **Policy Statement for Mass Notification**

#### ***Mass Notification System for Emergency Alerts (UPAlert)***

**Reason for Policy** — Establish the guidelines by which the UPAlert system will be used for distribution of emergency alerts to students, faculty, and staff that would be affected directly by a critical incident which poses an imminent threat to their health or safety given their presence on University of Portland grounds and/or its surrounding areas.

**Policy Statement** — The University of Portland maintains a subscription to a third party voice and email messaging service (Rave Mobile Safety) that enables University of Portland administrators to create voice and email messages for emergency alerts to members of the University of Portland community and send them to a list of subscribed cell phone or other wireless device users, as well as email accounts.

Voice and email message emergency alerts are one element of University of Portland's comprehensive emergency response protocol that provides for rapid notification to students, faculty, and staff about situations or events that are occurring on campus and its surrounding areas.

The service is designed for those conducting regular University of Portland related business in the immediate area.

The emergency messaging service with which University of Portland has contracted requires users to opt-in to the service by subscribing their cell phone or wireless device number and e-mail address via Pilots UP.

#### ***Definition of Terms in Statement:***

**Emergency Alerts** — Notifications regarding critical incidents that pose an imminent threat to the health or safety of University of Portland's community. Examples of such emergency incidents include, but are not limited to severe weather, hazardous materials incidents, and acts of criminal violence that broadly threaten the safety of University of Portland community.

**Email and Voice Messages** — Brief, direct voice notifications received on a cellular phone or similar text-communication handheld device, and emails sent to the UP account and one other non-UP email account.

#### ***Creation and Distribution of Emergency Messages***

Designees from following University of Portland offices and departments have the authority to approve dissemination of emergency messages.

- Office of the President



- Office of the Vice President for Student Affairs
- Department of Marketing and Communications
- Department of Public Safety

Once approved, emergency messages will be distributed by a trained system administrator to subscribers of the messaging service. Creation of Message templates (“standard messages”) will be reviewed with the Office of Marketing and Communications.

***Follow-Up after a UP Alert Message is sent:***

**Notifications** — Immediately after sending an emergency alert message, the designee who created the message shall notify the other designated offices that the message has been sent and shall describe the rationale for activating UPAlert. The purpose of this communication is to ensure that all four offices are sharing consistent information and are not sending duplicate messages.

**Archiving UP Alert Messages** — The messaging system archives “sent” messages, but as a back-up, message creators will record the date, time, location, purpose, and content of all messages that they send. This information will be forwarded to the designee in the Office of the Vice President for Student Affairs where the official University of Portland record of all UPAlert messages will reside. A copy of the archived messages will reside in the Public Safety email account.

***Renewal and Maintenance***

A sustained marketing effort of this communication tool will be made for all students, faculty, and staff throughout the year using existing web technology (portal) and traditional media (emails, postings). The UP Alert Notification System will be tested twice per year to evaluate overall system capability and effectiveness.

***Procedures***

Detailed procedures on critical incident notification can be found at <http://www.up.edu/publicsafety/default.aspx?cid=9362&pid=606>

**TIMELY WARNING POLICY**

In the event that a situation arises, either on or off campus, that, in the judgment of the Director of Public Safety, constitutes an ongoing or continuing threat, a campus-wide “timely warning” will be issued by the Department of Public Safety. These situations are judged on a case-by-case basis. The warning will be issued through the University email system to students, faculty, staff and the campus’ student newspaper, The Beacon. Depending on the particular circumstances of the incident, especially in all situations that could pose an immediate threat to the community and individuals, the Department of Public Safety may also post a notice on the campus-wide alert page on the Department of Public Safety website on the left-hand side, with the link “Safety Alerts and Information” or directly at:

<http://www.up.edu/publicsafety/default.aspx?cid=6140&pid=607>, as well as the UP Portal at: <http://pilots.up.edu>, providing the university community with more immediate notification. In such instances, a copy of the notice is posted in each residence hall, on the bulletin boards in each academic building, and at the Residence Life office. The web portal is immediately accessible via computer by all faculty, staff and students. Anyone with information warranting a timely warning should report the circumstances to the Department of Public Safety, by phone (503-943-7161) or in person at the Public Safety office at 5415 N. Warren St.

**HIGHER EDUCATION OPPORTUNITY ACT  
CAMPUS FIRE SAFETY ANNUAL COMPLIANCE REPORT**

**Overview**

The Higher Education Opportunity Act (Public Law 110-315) became law in August 2008. It requires all United States academic institutions to produce an annual fire safety report outlining fire safety practices, standards, and all fire-related on campus statistics. The following public disclosure report details all information required by this law as it relates to the University of Portland.

**General Statement of University of Portland Student Resident Housing**

At the University of Portland, all residence halls (Christie, Corrado, Haggerty, Kenna, Lund Family Hall, Mehling, Shipstad, Tyson, Fields & Schoenfeldt, and Villa Maria) are covered with integrated fire sprinkler systems and redundant fire alarm monitoring systems which are monitored 24 hours/day, seven days/week by the Public Safety Department.

**Residence Hall Fire Safety Systems**

| <b>Residence Hall</b> | <b>Fire Detection System (Smoke, Heat, Ion)</b> | <b>Fire Suppression System</b> | <b>Fire Extinguishers present</b> | <b>Redundant Monitoring System</b> | <b>Fire Drills Each Year</b> |
|-----------------------|---|--------------------------------|-----------------------------------|------------------------------------|------------------------------|
| Christie Hall         | Yes   | Full System                    | Yes                               | Yes                                | 2                            |
| Corrado Hall          | Yes   | Full System                    | Yes                               | Yes                                | 2                            |
| Fields & Schoenfeldt  | Yes   | Full System                    | Yes                               | Yes                                | 2                            |
| Haggerty Hall         | Yes   | Full System                    | Yes                               | Yes                                | 2                            |
| Kenna Hall            | Yes   | Full System                    | Yes                               | Yes                                | 2                            |
| Lund Family Hall      | Yes   | Full System                    | Yes                               | Yes                                | 2                            |
| Mehling Hall          | Yes   | Full System                    | Yes                               | Yes                                | 2                            |
| Shipstad Hall         | Yes   | Full System                    | Yes                               | Yes                                | 2                            |
| Tyson Hall            | Yes   | Full System                    | Yes                               | Yes                                | 2                            |
| Villa Maria Hall      | Yes   | Full System                    | Yes                               | Yes                                | 2                            |

## **Fire Safety Improvements and Upgrades**

The University of Portland Public Safety Department annually reviews the fire systems in our residence halls and will make upgrades, repairs or revisions when problems are identified.

### **Residence Hall Fire Drills**

Fire drills are held once a semester for each residence hall. Fire drills are mandatory supervised evacuations of a building for a fire. The fire drill is scheduled with the Department of Public Safety, the individual residence hall staff, and the local fire station. The supervised fire drill is scheduled within the first 3 weeks of the beginning of the semester.

Evacuation route maps are posted in each resident room showing where the closest egress route is and the assembly area outside. Students who fail to leave the building during a fire drill are fined and referred to the Student Conduct process.

### **Fire Life Safety Education**

Residence Life policy on fire safety is to prohibit usage of electrical cooking appliances, candles, and specific electrical equipment inside of individual rooms. Candles or open flame are prohibited in residence halls with the exception of the residence hall chapels. There are limits on the number of electrical appliances allowed in a specific room. The following Residence Life policy on evacuation from residence halls can be found in the student handbook and is discussed with residents when they move into the residence hall.

In case of a fire, please sound the nearest fire alarm and evacuate the building. Evacuation procedures are as follows:

- Know the emergency routes from your room and hall.
- Check to see if your door is hot or has smoke around it. If so, stay in your room and wait to be evacuated by firefighters.
- Shut your door tightly when you leave.
- Exit your building and follow the directions of staff members.
- DO NOT remain in courtyards or in close proximity to the buildings. Remain in designated locations until cleared for re-entry by either the hall director, or a member of the residence life staff acting on behalf of the Hall Director or by Public Safety.
- If you can use a fire extinguisher in your hall without endangering yourself, please do so. However, our first concern is your safety. Do not attempt to extinguish a fire if your personal safety becomes threatened. A fire safety inspection is conducted in the first semester to ensure residents are abiding by all fire safety regulations. Residence Life staff training on fire/life safety is held annually by the Environmental Health & Safety Officer.

### **Fire/Life Safety Inspections**

During fall semester, a residence life staff person will do a fire/life inspection of each resident's room. You will be notified as to when these inspections will take place, and you will be required to allow the staff person, or his or her stand-in, entrance to your room for inspection. If you or your roommate(s) are not home, the room will be inspected without you present and a note will be left indicating the status of your room. Should a violation be found, you will receive a letter indicating what the violation was, and you will be expected to meet immediate compliance. If the violations have not been corrected after an unannounced re-inspection, you and/or your roommate will be fined and will be subject to disciplinary action.

#### ***Some common violations are as follows:***

- Extension cords and multi-tap electric units without a breaker

- Items stored closer than 18 inches from a sprinkler head
- Blocking of electrical panels
- Blocking of egress (exit) pathways
- Evidence of burning of candles, incense, or tobacco products
- Evidence of cooking; or cooking appliances, even if unused
- Evidence of a heavy load of combustibles in a room, on the walls, or ceiling
- Covering a door with paper or other combustible material
- Use of electrical wiring, devices, appliances which are modified or damaged
- Use of portable heater
- Tampered with smoke detector
- Use of halogen lamp/lighting
- Unsafe lofting or raising of beds — including rooms with no guardrails
- Strings of lights, twinkle lights, holiday lights
- Any other situation deemed unsafe by the staff inspector

### **Smoking Policy**

The University of Portland prohibits smoking in any of the residence halls and within a minimum of fifty feet from any residence hall entrance.

### **Reporting a Fire**

Students reporting a fire should contact Public Safety and 911. If the fire event is no longer a danger they should contact the Hall director, assistant director, or resident assistant to report the incident to Public Safety.

**Statistics and Reports of On-Campus Student Housing Fires**

**2017 Fire Statistics —**

| <b>Residence Hall</b> | <b>Total Fires in Each Building</b> | <b>Date /Time of Incident</b> | <b>Cause of Fire</b> | <b>Number of Injuries That Require Treatment at a Medical</b> | <b>Number of Deaths Related to the Fire</b> | <b>Value of Property Damage Caused by Fire</b> |
|-----------------------|-------------------------------------|-------------------------------|----------------------|---|---|--|
| Christie Hall         | 0                                   | NA                            | NA                   | 0   | 0   | 0  |
| Corrado Hall          | 0                                   | NA                            | NA                   | 0   | 0   | 0  |
| Fields & Schoenfeldt  | 1                                   | 7/11/17<br>12:38              | Electrical           | 0   | 0   | 15,000   |
| Haggerty Hall         | 0                                   | NA                            | NA                   | 0   | 0   | 0  |
| Kenna Hall            | 0                                   | NA                            | NA                   | 0   | 0   | 0  |
| Lund Family Hall      | 0                                   | NA                            | NA                   | 0   | 0   | 0  |
| Mehling Hall          | 0                                   | NA                            | NA                   | 0   | 0   | 0  |
| Shipstad Hall         | 0                                   | NA                            | NA                   | 0   | 0   | 0  |
| Tyson Hall            | 0                                   | NA                            | NA                   | 0   | 0   | 0  |
| Villa Maria Hall      | 0                                   | NA                            | NA                   | 0   | 0   | 0  |

**2016 Fire Statistics —**

| <b>Residence Hall</b> | <b>Total Fires in Each Building</b> | <b>Date /Time of Incident</b> | <b>Cause of Fire</b> | <b>Number of Injuries That Require Treatment at a Medical</b> | <b>Number of Deaths Related to the Fire</b> | <b>Value of Property Damage Caused by Fire</b> |
|-----------------------|-------------------------------------|-------------------------------|----------------------|---|---|--|
| Christie Hall         | 0                                   | NA                            | NA                   | 0   | 0   | 0  |
| Corrado Hall          | 0                                   | NA                            | NA                   | 0   | 0   | 0  |
| Fields & Schoenfeldt  | 0                                   | NA                            | NA                   | 0   | 0   | 0  |
| Haggerty Hall         | 0                                   | NA                            | NA                   | 0   | 0   | 0  |
| Kenna Hall            | 0                                   | NA                            | NA                   | 0   | 0   | 0  |
| Mehling Hall          | 0                                   | NA                            | NA                   | 0   | 0   | 0  |
| Shipstad Hall         | 0                                   | NA                            | NA                   | 0   | 0   | 0  |

|                  |   |    |    |   |   |   |
|------------------|---|----|----|---|---|---|
| Tyson Hall       | 0 | NA | NA | 0 | 0 | 0 |
| Villa Maria Hall | 0 | NA | NA | 0 | 0 | 0 |

**2015 Fire Statistics —**

| Residence Hall                     | Total Fires in Each Building | Date /Time of Incident | Cause of Fire | Number of Injuries That Require Treatment at a Medical | Number of Deaths Related to the Fire | Value of Property Damage Caused by Fire |
|------------------------------------|------------------------------|------------------------|---------------|--|--------------------------------------|---|
| Christie Hall                      | 0                            | NA                     | NA            | 0  | 0                                    | 0                                       |
| Corrado Hall                       | 0                            | NA                     | NA            | 0  | 0                                    | 0                                       |
| Fields & Schoenfeldt Haggerty Hall | 0                            | NA                     | NA            | 0  | 0                                    | 0                                       |
| Kenna Hall                         | 0                            | NA                     | NA            | 0  | 0                                    | 0                                       |
| Mehling Hall                       | 0                            | NA                     | NA            | 0  | 0                                    | 0                                       |
| Shipstad Hall                      | 0                            | NA                     | NA            | 0  | 0                                    | 0                                       |
| Tyson Hall                         | 1                            | 4/9/15<br>22:53        | Cooking       | 0  | 0                                    | 0                                       |
| Villa Maria Hall                   | 0                            | NA                     | NA            | 0  | 0                                    | 0                                       |

**Definitions**

**Fire** — Any instance of open flame or other burning in a place not intended to contain the burning or in an uncontrolled manner.

**Fire drill** — A supervised practice of a mandatory evacuation of a building for a fire.

**Fire-related injury** — Any instance in which a person is injured as a result of a fire, including an injury sustained from a natural or accidental cause while involved in fire control, attempting rescue, or escaping from the dangers of the fire. The term “person” may include students, faculty, staff, visitors, firefighters, or any other individuals.

**Fire-related death** — Any instance in which a person is killed as a result of a fire, including death resulting from a natural or accidental cause while involved in fire control, attempting rescue, or escaping from the dangers of a fire, or deaths that occur within 1 year of injuries sustained as a result of the fire.

**Fire safety system** — Any mechanism or system related to the detection of a fire, the warning resulting from a fire, or the control of a fire including: Sprinkler or other fire extinguishing systems, fire detection devices, standalone smoke alarms, devices that alert one to the presence of a fire, such as horns, bells, or strobe lights, smoke-control and reduction mechanisms, and fire doors and walls that reduce the spread of a fire.

**Value of Property Damage** — The estimated value of the loss of the structure and contents, in terms of the cost of replacement in like kind and quantity, including: contents damaged by fire, related damages caused by smoke, water, and overhaul, however it does not include indirect loss, such as business interruption.

**Fire Log**

A fire log open to the public is kept at the Public Safety Department during normal business hours.

The University of Portland maintains a fire log that records any fire that occurred in an on-campus student housing facility and includes information such as the nature, date, time and general location of each fire.

The Fire Log entry, or an addition to an entry, shall be made within two business days of the receipt of information.

The Fire log for the most recent 60-day period shall be open to public inspection during normal business hours. Any portion of the log older than 60 days will be available within two business days of a request for public inspection.

**EMERGENCY PHONE NUMBERS**

**Alcohol and Drug Helpline** — (503)244-1312

**Clark County Crisis Line** — (360)696-9560 or (800) 626-8137

**Multnomah County Central Crisis Line** — (503)988-4888 or (800) 716-9769

**Poison Control (National)** — (800)222-1222

**Portland Police Non-Emergency Number** — (503) 823-3333