



2022 Annual Security and Fire Safety Report

October 2023

Bellingham Main Campus
Everett University Center Campus
Anacortes Campus (Shannon Point Marine Center)
Bremerton Campus
Port Angeles Campus
Poulsbo Campus (WWU Center at Poulsbo)

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WWU Information

WWU Home Page: www.wwu.edu

Alcohol/Drug Information: cwc.wwu.edu/sap

Annual Security Report: www.wwu.edu/vpress/annualsafetyreport.shtml

Operating Budget: bfp.wwu.edu/wwu-budget

Campus Safety: www.wwu.edu/campus-safety-resources

Consultation & Sexual Assault Support: cwc.wwu.edu/survivorservices

Office of Student Life/Dean of Students Office: osl.wwu.edu/

Emergency Preparedness: emergency.wwu.edu

Office of Civil Rights and Title IX Compliance: crtc.wwu.edu

Environmental Health & Safety: ehs.wwu.edu

Counseling and Wellness Center: cwc.wwu.edu

Title IX, Sexual Harassment and Sexual Assault: crtc.wwu.edu/compliance/sexual-violence

Together Against Sexual Violence: crtc.wwu.edu/compliance/sexual-violence

University Communications: www.wwu.edu/university-communications

University Police: police.wwu.edu

Vice President for Enrollment & Student Services: vpess.wwu.edu/vice-presidents-office

SAFE Campus Hotline: 360-650-7233

Emergency Management & Business Continuity: emergency.wwu.edu/emergency-management

General Information

ABOUT THIS PUBLICATION

The Annual Security and Fire Safety Report is published each fall by the Office of the Vice President for Enrollment and Student Services and the Office of University Communications, in collaboration with University Police, University Residences, the Office of Student Life, Prevention and Wellness Services, the Office of Civil Rights and Title IX Compliance, and Environmental Health and Safety. As part of Western's commitment to maintaining a healthy and safe living, learning and working environment, we want to make you aware of our Annual Security & Fire Safety Report. This report is developed in compliance with the Jeanne Clery Disclosure of Campus Security Policy and Campus Crime Statistics Act (Clery Act) and provides reported crime statistics for the previous three calendar years (2020, 2021 and 2022). The report also includes institutional policies concerning campus security, such as those concerning alcohol and drug use, crime prevention, the reporting of crimes, sexual assault, and other matters. It is available for download at vpess.wvu.edu/files/docs/ASRCleryreport.pdf. To request a paper copy of this report, please contact the Vice President of Enrollment and Student Services Office; 360-650-3839; vpsa.office@wwu.edu

Each year, an email notice is sent to university students, faculty and staff informing them of the availability of this report. It is also available on the Vice President of Enrollment & Student Services website at vpess.wvu.edu/files/docs/ASRCleryreport.pdf and anyone can obtain a written copy by contacting this office.

YOUR RIGHT TO KNOW: DISCLOSURE OF CONSUMER INFORMATION

Western Washington University is committed to providing full disclosure of all consumer information required by state and federal law to all students, their families and members of the campus community. Additional information may be found at www.wvu.edu/your-right-know-disclosure-consumer-information

EMERGENCY RESPONSE AND EVACUATION PROCEDURES

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

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

EMERGENCY NOTIFICATIONS

Western Washington University is committed to ensuring the campus community receives timely, accurate and useful information in the event of a significant emergency or dangerous situation involving an immediate threat to the health or safety of students, employee and visitors. Western Washington University will immediately notify the campus community upon confirmation of an emergency or dangerous situation via its emergency notification system, RAVE, that provides Western Alerts. This system is used to send emergency messages within minutes of being initiated. Notifications will be made using RAVE as well as any or all of the following:

- Email messages
- Cell-phone text messages
- Social media messaging
- Voice messages over the campus fire alarm system (building enunciation)
- The Western Washington University home page (www.wvu.edu)
- Digital Information Boards
- The WWU Emergency Communications web site (emergency.wvu.edu)
- Desktop notification

When University Police become aware of a potential critical incident or emergency situation, they will confirm whether it is an emergency or dangerous situation that potentially affects the health and/or safety of the campus community. Western's University Police Department is responsible for such confirmation, and may work in conjunction with Western administrators, local first responders, public health agencies, Western's Emergency Management & Business Continuity and/or the National Weather Service as they confirm.

Upon confirmation, Western will, without delay, and taking into account the safety of the community, determine the content of the notification and initiate the notification system, unless issuing a notification will, in the professional judgement of Responsible University Authorities, compromise efforts to assist a victim or to contain, respond to or otherwise mitigate the emergency.

The following officials have been designated the Responsible University Authority to authorize emergency notifications/Western Alerts to provide alert, warning and safety or protection instructions:

- Chief of Police
- Assistant Chief of Police
- Any University Police command staff or officer
- Director of University Communications
- Assistant Director of University Communications
- Director of Emergency Management & Business Continuity

These positions will be collectively referred to as “Responsible Authorities” for purposes of the Communication Procedures and Protocols. In reference to any of these positions, in the absence of the referenced individual, their designee will have the authority.

The departments and positions listed in the chart below will typically be responsible for developing the content and distributing the notifications as described.

If the emergency is limited to a particular segment or segments of the campus, the Chief of Police will typically determine the segment or segments of the community to receive the immediate notification.

The content of the message will vary depending on the situation. At a minimum, the messages will describe the emergency, provide basic instructions to the community and will direct them to where they can receive additional information. Follow-up information regarding an incident and/or an “all clear” message (once the incident has been resolved) will be sent to impacted members of the campus community using any or all of the previously mentioned forms of notification.

ENROLLING IN EMERGENCY NOTIFICATION SYSTEMS FOR WESTERN ALERTS

All current students are automatic recipients of Western Alerts. Faculty and staff must “opt in” to receive Western Alert text messages (e-mail alerts will be sent to your official university account automatically). To “opt in” to receive Western Alert text messages, students, faculty, and staff should login to their MyWestern account online at mywestern.wvu.edu and click on “Web4U.” To “opt in” to receive Western Alert text messages, students, faculty, and staff should login to their MyWestern account online at mywestern.wvu.edu and click on “Web4U.” Select “Personal Information,” then “Cell Phone – View/Update.” Enter your cell phone number, and finish by pressing the “Update” button. Text messaging will only be used to communicate with you in two circumstances: during an event deemed an immediate threat to the health and safety to campus and during periodic tests of the Western Alert system.

Parents, relatives and community members also can opt-in to receive Western Alerts at www.getrave.com/login/wvu

TESTING THE WESTERN ALERT EMERGENCY NOTIFICATION SYSTEM

The university tests the Western Alert emergency notification system at least three times a year to ensure that it is working properly. These tests will be carefully identified and widely publicized. Please be advised that your cell phone service provider may apply a small standard text message fee when you receive an emergency alert. For more information on Western’s emergency preparedness and response procedures, visit emergency.wvu.edu.

WWU CRIME NOTICES/ TIMELY WARNINGS

In the event a crime is reported to have occurred within Western's Clery Geography, that in the judgment of the Chief of Police, and in consultation with Responsible Authorities (when time permits), constitutes a serious or continuing threat to the community, a campus-wide WWU Crime Notices will be issued. The University may issue a WWU Crime Notice for the following: arson; aggravated assault; criminal homicide; domestic violence; dating violence; robbery; burglary; sexual assault; hate crimes; and stalking. The University may also issue a WWU Crime Notice for alcohol, drug, and weapon arrests or referrals that may cause a continuing threat to the community. University Police will distribute these warnings through a variety of ways, including but not limited to emails, posters, web postings, and media.

The purpose of the WWU Crime Notice is to notify the campus community of the incident and to provide information that may enable the community to take steps to protect themselves from similar incidents. The University will issue WWU Crime Notices on a case-by-case basis after considering the following criteria: (1) one of the above listed crimes are reported; (2) the perpetrator has not been apprehended; and (3) there is a substantial risk to the safety of other members of the campus community because of this crime.

WWU Crime Notices are typically written and distributed by the Chief of Police and/or Director of University Communications or their designees. WWU Crime Notices will typically include the following, unless issuing any of this information would risk compromising law enforcement efforts:

- Date and time or timeframe of the incident;
- A brief description of the incident;
- Suspect description(s) when deemed appropriate and if there is sufficient detail (see below);
- Western Washington University Police & Bellingham Police contact information;
- Information that will promote safety and potentially aid in the prevention of similar crimes (crime prevention or safety tips);
- Other information as deemed appropriate by the Chief of Police (or designee in Western's University Police).

The description of subjects in a case will only be included in the alert if there is a sufficient amount of detail to describe the individual. If the only known descriptors are sex and race, that will not be included in the alert.

An institution is not required to provide a timely warning with respect to crimes reported to a pastoral or professional counselor. The University may also issue WWU Crime Alert in other circumstances, which may pose a significant threat to the campus community.

Reporting Crimes on Campus

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

When using a cell phone, it is important to remember that 911 does not automatically reach University Police; instead, it goes to a central dispatch location in Bellingham and then routed to the University Police Department, which could result in a delay of services.

All students, faculty, and staff are encouraged to pre-program their cell phone with the University Police emergency number, 360-650-3911. On-campus police dispatchers are available 24 hours a day, 7 days a week.

When calling to report a crime or other emergency, on or off-campus, be prepared to:

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

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

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

Emergency blue light call boxes are located throughout the campus, in parking lots and commonly travelled areas. The emergency call boxes are blue and white, and have a blue light glowing above them. Each is connected directly to the University Police dispatcher and coded so the location of the phone is automatically identified.

A map of emergency call box locations is available online at www.wvu.edu/map/ by selecting "emergency phones" under "Features."

For additional information on reporting crimes on campus, contact:

University Police:

Emergency Dispatch: 360-650-3911

Non-Emergency: 360-650-3555

University.Police@wwu.edu.

police.wwu.edu

REPORTING CRIMES ON WWU'S SEPARATE CAMPUSES

Separate Campus 2022	Campus Safety and Security Departments (Report a Crime)
Anacortes Campus WWU at Shannon Point Marine Center 1900 Shannon Point Rd Anacortes, WA 98221	Anacortes Police: 911 (local) or 360-293-4684 www.anacorteswa.gov/270/Police
Bremerton Campus WWU at Olympic College Bremerton 1600 Chester Ave Bremerton, WA 98337-1699	Campus Security: 911 (Emergency) 360-475-7800 (Non-Emergency) SecurityOfficers@olympic.edu www.olympic.edu/student-life-support/campus-security
Everett Campus WWU at Everett University Center 915 N Broadway Everett, WA 98201-1390	Campus Safety, Security & Emergency Management: 911 (Emergency) 425-388-9990 (Non-Emergency) oasecurity@everettcc.edu www.everettcc.edu/administration/cwt-security/security
Port Angeles Campus WWU at Peninsula College 1502 E Lauridsen Blvd Port Angeles, WA 98362	Campus Safety and Emergency Management: 911 (Emergency) 360-417-6559 (Non-Emergency) 6559 from any campus phone (Non-Emergency) pencol.edu/services/campus-safety

Poulsbo Campus WWU at Olympic College Poulsbo 1000 Olympic College Place, NW Poulsbo, WA 98370-7198	Campus Security: 911 (Emergency) 360-475-7800 (Non-Emergency) SecurityOfficers@olympic.edu www.olympic.edu/student-life-support/campus-security
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CONFIDENTIAL CRIME REPORTING PROCEDURES

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

CAMPUS SECURITY AUTHORITIES

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

University Residences

housing.wvu.edu/

All Supervisor Resident Directors, Assistant Resident Directors, Resident Directors, Assistant and Associate Directors of Residence Life, Care Specialists, Manager of Guest/Housing Operations and Director of University Residences

Athletics

www.wwuvikings.com/

All coaches and the Director of Athletics

Campus Recreation Services

wp.wvu.edu/campusrec/

Director and Associate Director, and Assistant Director of Sports Clubs

Office of Student Life

osl.wwu.edu/

Executive Director – Student Life, Case Manager/Conduct Officer

Viking Union

Executive Director -Student Engagement, staff overseeing AS student clubs.

LGBTQ+ Western

lgbtq.wwu.edu/

Counseling and Wellness Center

cwc.wwu.edu

Survivor Advocacy Services Coordinator

cwc.wwu.edu/survivorservices

Disability Access Center

disability.wwu.edu

Director and Disability Access Managers

University Police

police.wwu.edu/

Police Chief, Assistant Chief, all Sergeants, Corporals and Officers, public safety assistants

More Campus Security Authorities: Vice President of Enrollment and Student Services, Assistant Attorney General(s), Title IX Coordinator, Assistant Director of Civil Rights and Title IX Compliance, Deputy Title IX Coordinator, Manager of Compliance, Title IX/ Civil Rights Investigator.

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

PROGRAMS PROMOTING ACCESS, EQUITY, DIVERSITY AND IDENTITY

LGBTQ+ Western: The mission of LGBTQ+ Western is to advance the holistic thriving of diverse LGBTQ+ students, faculty, and staff by collaboratively engaging the Western community with transformational knowledge, resources, advocacy, and celebration. LGBTQ+ Western is committed to learning about and celebrating sexual orientation and gender identity diversity as they intersect with race, ethnicity, nationality, ability, religion, and other aspects of identity and experience. lgbtq.wwu.edu 360-650-7500.

Gender Liberation Resource Center: The Gender Liberation Resource Center supports and enables students who hold marginalized gender identities and expressions to fully and actively participate on WWU's campus. We strive to build a community that promotes: exploration of identities through an intersectional lens; solidarity against violence; and critical thinking around gender, race, culture, and other aspects of identity and social issues. as.wvu.edu/gender.

Disability Access Center: Through services, programming, and advocacy centering disabled Western students, the DAC advances holistic student development and inclusive achievement. Focusing on disability outreach services, DAC helps ensure institutional legal compliance and fosters a justice-oriented campus community that centers disability-positive identity formation. DAC increases access, equity, and inclusion for disabled Western students through collaborative transformation of structures, policies, and practices. disability.wvu.edu/ 360-650-3083

Multicultural Student Services: The Office of Multicultural Student Services (MSS) is a structure of support centering students with marginalized identities. This support includes providing leadership and direction for the Ethnic Student Center, Blue Resource Center (which supports undocumented students and mixed-status families), and Black Student Coalition. Through the MSS students can engage with educational programming and trainings about power, privilege, and oppression. We organize identity and cultural based programs and celebrations. We build collaborative efforts throughout the campus to support our underrepresented and marginalized student population. We also work to address and dismantle systemic barriers to inclusion and belonging. mss.wvu.edu

Faculty and Staff of Color Council: The Faculty and Staff of Color Council is an advisory board that makes recommendations to the President via the Special Assistant to the President on Diversity on all matters pertaining to diversity, or issues that affect faculty/staff of color. The Council also serves as a catalyst for social engagement and community for faculty and staff of color. All activities shall advance the educational and cultural philosophical principles of inclusiveness and advocacy, and engender mutual respect for all groups. fsocc.wvu.edu/ 360-650-6127

Office of Tribal Relations: Externally, the office represents the President and Board of Trustees as liaison and representative to American Indian, Alaska Native and First Nation governments. Internally, the office advocates for the support and success of Native American students on campus. The office works to enhance and encourage the development of programs, events, seminars and activities designed to educate the campus community and increase capacity to serve American Indian, Alaska Native, and First Nation communities. The office seeks to promote cultural sustainability, cultural awareness, and Indigenous ways of knowing in order to foster inclusive environments on campus. www.wvu.edu/tribal-relations 360-650-3110

Campus Safety

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

UNIVERSITY POLICE

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

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

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

University Police officers respond to all on-campus emergencies and provide a variety of public services, including bicycle registration and crime prevention education and assessment (e.g., reviewing building plans to assure campus security). During the academic year, University Police employs an average of 20 Public Safety Assistants (also known as "Green Coats"). These students are trained to assist police by providing services such as dispatching, safety escorts, and vehicle/foot patrols. They also check academic buildings and residence halls for unsecured doors and windows, and report hazardous conditions. Public Safety Assistants are on duty every day.

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

CRIME PREVENTION PROGRAMS

Crime prevention programs are sponsored by various campus offices and organizations throughout the year. University Police, Environmental Health and Safety, Counseling and Wellness, and Civil Rights and Title IX Compliance, share information with students, faculty

and staff, through new student and faculty/staff orientation sessions, drop-in programs, public education efforts, and residence hall programs (upon request).

WESTERN STARLIGHT SHUTTLE

The Western Starlight Shuttle provides late-night transit service to all students with a valid Western I.D. from 10:30 p.m. – 2:30 a.m. Monday through Saturday and 9 p.m. – 2 a.m. on Sunday. The service is on-demand and available in a geofenced area that is approximately a five-mile radius around campus. Additional information is available at transportation.wvu.edu/starlight-shuttle.

PERSONAL SAFETY ESCORTS

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

DAILY CRIME AND FIRE LOG

The Daily Crime and Fire Log includes crimes reported to the University Police in the past 60 days, and fires in campus residence halls reported to the University Police in the past 60 days.

The Daily Crime and Fire Log for the most current 60 days is available for viewing online at police.wvu.edu/daily-crime-and-fire-log-records, or during regular business hours (police.wvu.edu/building-hours) at the dispatch center in the lobby of the University Police Department located in the WWU Campus Services Building 2001 Bill McDonald Parkway Bellingham, WA 98225.

Daily Crime and Fire Log incidents older than 60 days will be made available for public inspection within two business days of request.

REGISTERED SEX OFFENDERS

The Campus Sex Crimes Prevention Act of 2000 is a federal law that provides for the tracking of registered sex offenders enrolled at or employed by institutions of higher education. The law also requires institutions to issue a statement advising members of the campus community where they can find information on registered sex offenders who are enrolled at or employed by the university. You can obtain information regarding registered sex offenders by visiting the Whatcom County Sheriff's Office website www.sheriffalerts.com/cap_main.php?office=54493 or the Washington Association of Sheriffs and Police Chiefs website www.waspc.org/sex-offender-information

SAFE CAMPUS HOTLINE

To help maintain the safety and security of Western's community, the university has established a "SAFE Campus" hotline, 360-650-SAFE or 360-650-7233. Individuals who are concerned about a person's actions or behavior or believe they may pose a safety risk to members of the campus community, should call the SAFE Campus hotline immediately.

All information will be screened by trained personnel and forwarded to the Threat Assessment Team or appropriate university office for follow up. The SAFE Campus number is available 24 hours a day, 7 days a week.

SECURITY AND ACCESS TO CAMPUS FACILITIES

During business hours, the university (excluding certain housing facilities) is open to all students, employees, contractors, guests, and invitees. During non-business hours, access to campus facilities is by appropriate authorization only. Keys for offices, buildings and campus residence halls are closely controlled by the University Lock Shop and by the heads of campus departments and units. Reproduction of keys is authorized by the Office of Space Administration. Individuals must sign out keys through the Lock Shop, located in the Physical Plant Building at 915 26th Street. For questions, contact the Lock Shop directly at 360-650-3687.

WEAPONS POLICY

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

Campus Crime Statistics

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

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

To gather statistics for separate campuses and non-campus buildings, University Police requests information from each facility's staff as well as from local law enforcement authorities.

CRIME DEFINITIONS UNDER FEDERAL LAW

Federal Definitions

The following definitions are provided in the Jeanne Clery Disclosure of Campus Security Policy and Campus Crime Statistics Act (Clery Act)(34 CFR Part 668), or referenced from the Federal Bureau of Investigation's (FBI) Uniform Crime Reporting (UCR) Program. For purposes of complying with the Clery Act, an incident meeting these definitions is considered a crime for the purpose of Clery Act reporting. Washington state law definitions of these crimes differ and are incorporated into the [Revised Code of Washington](#).

Dating Violence

Violence committed by a person who is or has been in a social relationship of a romantic or intimate nature with the victim.

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

For the purposes of this definition:

- Dating violence includes, but is not limited to, sexual or physical abuse or the threat of such abuse.
- Dating violence does not include acts covered under the definition of domestic violence.

Domestic Violence

A felony or misdemeanor crime of violence committed:

- By a current or former spouse or intimate partner off 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 or intimate partner;
- By a person similarly situated to a spouse of the victim under the domestic or family violence laws of the jurisdiction in which the crime of violence occurred, or
- By any other person against an adult or youth victim who is protected from that person's acts under the domestic or family violence laws of the jurisdiction in which the crime of violence occurred.

Sexual Assault

An offense that meets the definition of rape, fondling, incest, or statutory rape as used in the FBI's UCR program.

Rape

The penetration, no matter how slight, of the vagina or anus with any body part or object, or oral penetration by a sex organ of another person, without the consent of the victim.

Fondling

The touching of the private body parts of another person for the purpose of sexual gratification, without the consent of the victim, including instances where the victim is incapable of giving consent because of their age or because of their temporary or permanent mental or physical incapacity.

Incest

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

Statutory Rape

Sexual intercourse with a person who is under the statutory age of consent.

Stalking

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

- Fear for the person's safety or the safety of others; or

- Suffer substantial emotional distress.

For the purposes of this definition:

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

Murder and Nonnegligent Manslaughter

The willful (non-negligent) killing of one human being by another.

Negligent Manslaughter

The killing of another person through gross negligence.

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.)

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.

Motor Vehicle Theft

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

Weapons (Carrying, Possessing, Etc.)

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

Arson

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

Liquor Law Violations

The violation of laws or ordinances prohibiting the manufacture, sale, purchase, transportation, possession, or use of alcoholic beverages, not including driving under the influence and drunkenness.

Drug Abuse Violations

The violation of laws prohibiting the production, distribution, and/or use of certain controlled substances and the equipment or devices utilized in their preparation and/or use.

The unlawful cultivation, manufacture, distribution, sale, purchase, use possession, transportation, or importation of any controlled drug or narcotic substance.

Arrests for violations of State and local laws, specifically those relating to the unlawful possession, sale, use growing, manufacturing, and making of narcotic drugs.

Hate Crime

A crime reported to local police agencies or to a campus security authority that manifests evidence that the victim was intentionally selected because of the perpetrator's bias against the victim. For the purposes of this section, the categories of bias include the victim's actual or perceived race, religion, gender, gender identity, sexual orientation, ethnicity, national origin, and disability.

For Clery Act reporting purposes, hate crimes include any offense in the following list that is motivated by bias; Murder and non-negligent manslaughter, negligent manslaughter, rape, fondling, incest, statutory rape, robbery, aggravated assault, burglary, motor vehicle theft, arson, destruction/damage/vandalism to property, intimidation, larceny/theft, and simple assault.

- **Larceny-Theft** (Except Motor Vehicle Theft) – The unlawful taking, carrying, leading, or riding away of property from the possession or constructive possession of another. Attempted larcenies are included. Embezzlement, confidence games, forgery, worthless checks, etc., are excluded.

- **Simple Assault** – An unlawful physical attack by one person upon another where neither the offender displays a weapon, nor the victim suffers obvious severe or aggravated bodily injury involving apparent broken bones, loss of teeth, possible internal injury, severe laceration, or loss of consciousness.
- **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.
- **Destruction/Damage/Vandalism of Property** – To willfully or maliciously destroy, damage, deface, or otherwise injure real or personal property without the consent of the owner or the person having custody or control of it.

Definitions Contained in the Violence Against Women Act Reauthorization Act of 2022 – effective on October 1, 2022

Sexual Assault (34 U.S.C. 12291(a))

The term sexual assault means any nonconsensual sexual act proscribed by Federal, Tribal, or State law, including when the victim lacks capacity to consent.

Domestic Violence (34 U.S.C. 12291(a))

The term domestic violence includes felony or misdemeanor crimes committed by a current or former spouse or intimate partner of the victim under the family or domestic violence laws of the jurisdiction receiving grant funding and, in the case of victim services, includes the use or attempted use of physical abuse or sexual abuse, or a pattern of any other coercive behavior committed, enabled, or solicited to gain or maintain power and control over the victim, including verbal, psychological, economic, or technological abuse that may or may not constitute criminal behavior by a person who:

- Is a current or former spouse or intimate partner of the victim, or person similarly situated to a spouse of the victim;
- Is cohabitating, or has cohabitated, with the victim as a spouse or intimate partner;
- Shares a child in common with the victim; or
- Commits acts against a youth or adult victim who is protected from those acts under the family or domestic violence laws of the jurisdiction.

Dating Violence (34 U.S.C. 12291(a))

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:

- The length of the relationship.
- The type of relationship.
- The frequency of interaction.

Stalking (34 U.S.C. 12291(a))

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 or her safety or the safety of others; or
- Suffer substantial emotional distress.

Non-Campus

Non-campus is defined as any building or property owned or controlled by a student organization that is officially recognized by the institution and 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.

Annual Security and Fire Safety Report

BELLINGHAM	2020					2021					2022				
OFFENSES	On Campus: Residence Halls	On Campus: Total	Public Property	Non-Campus	Unfounded	On Campus: Residence Halls	On Campus: Total	Public Property	Non-Campus	Unfounded	On Campus: Residence Halls	On Campus: Total	Public Property	Non-Campus	Unfounded
Murder/ Non-Negligent Manslaughter	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Negligent Manslaughter	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Rape	4	4	0	0	0	2	2	0	0	0	34*	37*	0	0	0
Fondling	1	1	0	0	0	0	2	0	0	0	2	2	0	0	0
Statutory Rape	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Incest	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Robbery	0	0	0	0	0	0	1	0	0	0	0	0	0	0	0
Aggravated Assault	0	0	1	0	0	0	0	0	2	0	0	0	0	0	0
Burglary	4	5	0	0	0	2	5	0	0	0	1	3	0	1	0
Motor Vehicle Theft	0	1	0	0	0	0	7	1	3	0	0	19	0	0	0
Arson	1	1	0	0	0	1	2	0	0	0	0	0	0	0	0
VAWA OFFENSES															
Domestic Violence	0	0	0	0	0	1	1	0	1	0	31*	33*	0	0	0
Dating Violence	0	0	0	0	0	1	1	0	0	0	0	0	0	0	0
Stalking	0	1	0	0	0	1	2	0	0	0	2	3	0	0	0
ARRESTS															
Weapons	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Drugs	0	0	0	0	0	0	1	0	0	0	0	0	0	0	0
Alcohol	0	2	0	0	0	0	0	0	0	0	0	0	0	0	0

* One person made a report of 30 occurrences of rape and domestic violence occurring in a relationship several years prior. Due to reporting requirements, these appear under 2022's calendar year statistics, including the requirement to count each as both rape and domestic violence.

BELLINGHAM	2020					2021					2022				
OFFENSES	On Campus: Residence Halls	On Campus: Total	Public Property	Non-Campus	Unfounded	On Campus: Residence Halls	On Campus: Total	Public Property	Non-Campus	Unfounded	On Campus: Residence Halls	On Campus: Total	Public Property	Non-Campus	Unfounded
REFERRALS															
Weapons	1	1	0	0	0	0	0	0	0	0	0	0	0	0	0
Drugs	102	107	0	0	0	78	78	0	0	0	96	104	0	0	0
Alcohol	104	109	0	0	0	140	151	0	0	0	224	235	0	0	0
HATE CRIMES															
Murder/ Non-Negligent Manslaughter	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Negligent Manslaughter	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Rape	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Fondling	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Statutory Rape	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Incest	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Robbery	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Aggravated Assault	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Burglary	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Motor Vehicle Theft	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Arson	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Larceny	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Simple Assault	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Intimidation	0	0	1 (S)	0	0	0	1 (Re)	0	0	0	0	0	0	0	0
Vandalism	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0

Hate Crime Key: (D) Disability, (E) Ethnicity, (Ra) Race, (Re) Religion, (S) Sexual Orientation, (G) Gender, (N) National Origin, (GI) Gender Identity

Annual Security and Fire Safety Report

EVERETT	2020					2021					2022				
OFFENSES	On Campus: Residence Halls	On Campus: Total	Public Property	Non-Campus	Unfounded	On Campus: Residence Halls	On Campus: Total	Public Property	Non-Campus	Unfounded	On Campus: Residence Halls	On Campus: Total	Public Property	Non-Campus	Unfounded
Murder/ Non-Negligent Manslaughter	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Negligent Manslaughter	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Rape	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Fondling	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Statutory Rape	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Incest	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Robbery	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Aggravated Assault	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Burglary	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Motor Vehicle Theft	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Arson	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
VAWA OFFENSES															
Domestic Violence	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Dating Violence	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Stalking	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
ARRESTS															
Weapons	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Drugs	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Alcohol	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
REFERRALS	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Weapons	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Drugs	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Alcohol	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0

EVERETT	2020					2021					2022				
OFFENSES	On Campus: Residence Halls	On Campus: Total	Public Property	Non-Campus	Unfounded	On Campus: Residence Halls	On Campus: Total	Public Property	Non-Campus	Unfounded	On Campus: Residence Halls	On Campus: Total	Public Property	Non-Campus	Unfounded
HATE CRIMES															
Murder/ Non-Negligent Manslaughter	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Negligent Manslaughter	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Rape	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Fondling	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Statutory Rape	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Incest	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Robbery	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Aggravated Assault	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Burglary	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Motor Vehicle Theft	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Arson	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Larceny	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Simple Assault	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Intimidation	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Vandalism	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0

Hate Crime Key: (D) Disability, (E) Ethnicity, (Ra) Race, (Re) Religion, (S) Sexual Orientation, (G) Gender, (N) National Origin, (GI) Gender Identity

Annual Security and Fire Safety Report

ANACORTES	2020					2021					2022				
OFFENSES	On Campus: Residence Halls	On Campus: Total	Public Property	Non-Campus	Unfounded	On Campus: Residence Halls	On Campus: Total	Public Property	Non-Campus	Unfounded	On Campus: Residence Halls	On Campus: Total	Public Property	Non-Campus	Unfounded
Murder/ Non-Negligent Manslaughter	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Negligent Manslaughter	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Rape	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Fondling	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Statutory Rape	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Incest	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Robbery	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Aggravated Assault	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Burglary	0	0	0	0	0	0	1	0	0	0	0	0	0	0	0
Motor Vehicle Theft	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Arson	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
VAWA OFFENSES															
Domestic Violence	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Dating Violence	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Stalking	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
ARRESTS															
Weapons	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Drugs	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Alcohol	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
REFERRALS	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Weapons	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Drugs	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Alcohol	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0

ANACORTES	2020					2021					2022				
OFFENSES	On Campus: Residence Halls	On Campus: Total	Public Property	Non-Campus	Unfounded	On Campus: Residence Halls	On Campus: Total	Public Property	Non-Campus	Unfounded	On Campus: Residence Halls	On Campus: Total	Public Property	Non-Campus	Unfounded
HATE CRIMES															
Murder/Non-Negligent Manslaughter	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Negligent Manslaughter	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Rape	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Fondling	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Statutory Rape	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Incest	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Robbery	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Aggravated Assault	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Burglary	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Motor Vehicle Theft	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Arson	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Larceny	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Simple Assault	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Intimidation	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Vandalism	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0

Hate Crime Key: (D) Disability, (E) Ethnicity, (Ra) Race, (Re) Religion, (S) Sexual Orientation, (G) Gender, (N) National Origin, (GI) Gender Identity

Annual Security and Fire Safety Report

BREMERTON						2020					2021					2022				
OFFENSES	On Campus: Residence Halls	On Campus: Total	Public Property	Non-Campus	Unfounded	On Campus: Residence Halls	On Campus: Total	Public Property	Non-Campus	Unfounded	On Campus: Residence Halls	On Campus: Total	Public Property	Non-Campus	Unfounded	On Campus: Residence Halls	On Campus: Total	Public Property	Non-Campus	Unfounded
Murder/Non-Negligent Manslaughter	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Negligent Manslaughter	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Rape	0	0	0	0	0	0	0	0	0	0	0	1	0	0	0	0	1	0	0	0
Fondling	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Statutory Rape	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Incest	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Robbery	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Aggravated Assault	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Burglary	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Motor Vehicle Theft	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Arson	0	0	0	0	0	0	0	0	0	0	0	1	0	0	0	0	1	0	0	0
VAWA OFFENSES																				
Domestic Violence	0	0	0	0	0	0	0	0	0	0	0	1	0	1	0	0	1	0	1	0
Dating Violence	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Stalking	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
ARRESTS																				
Weapons	0	0	0	0	0	0	0	0	0	0	0	1	0	0	0	0	1	0	0	0
Drugs	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Alcohol	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
REFERRALS																				
Weapons	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Drugs	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Alcohol	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0

BREMERTON						2020						2021						2022					
OFFENSES						On Campus: Residence Halls	On Campus: Total	Public Property	Non-Campus	Unfounded		On Campus: Residence Halls	On Campus: Total	Public Property	Non-Campus	Unfounded		On Campus: Residence Halls	On Campus: Total	Public Property	Non-Campus	Unfounded	
HATE CRIMES																							
Murder/ Non-Negligent Manslaughter						0	0	0	0	0		0	0	0	0	0		0	0	0	0	0	
Negligent Manslaughter						0	0	0	0	0		0	0	0	0	0		0	0	0	0	0	
Rape						0	0	0	0	0		0	0	0	0	0		0	0	0	0	0	
Fondling						0	0	0	0	0		0	0	0	0	0		0	0	0	0	0	
Statutory Rape						0	0	0	0	0		0	0	0	0	0		0	0	0	0	0	
Incest						0	0	0	0	0		0	0	0	0	0		0	0	0	0	0	
Robbery						0	0	0	0	0		0	0	0	0	0		0	0	0	0	0	
Aggravated Assault						0	0	0	0	0		0	0	0	0	0		0	0	0	0	0	
Burglary						0	0	0	0	0		0	0	0	0	0		0	0	0	0	0	
Motor Vehicle Theft						0	0	0	0	0		0	0	0	0	0		0	0	0	0	0	
Arson						0	0	0	0	0		0	0	0	0	0		0	0	0	0	0	
Larceny						0	0	0	0	0		0	0	0	0	0		0	0	0	0	0	
Simple Assault						0	0	0	0	0		0	0	0	0	0		0	0	0	0	0	
Intimidation						0	0	0	0	0		0	0	0	0	0		0	1 (GI)	0	0	0	
Vandalism						0	0	0	0	0		0	0	0	0	0		0	0	0	0	0	

Hate Crime Key: (D) Disability, (E) Ethnicity, (Ra) Race, (Re) Religion, (S) Sexual Orientation, (G) Gender, (N) National Origin, (GI) Gender Identity

Annual Security and Fire Safety Report

PORT ANGELES	2020					2021					2022				
OFFENSES	On Campus: Residence Halls	On Campus: Total	Public Property	Non-Campus	Unfounded	On Campus: Residence Halls	On Campus: Total	Public Property	Non-Campus	Unfounded	On Campus: Residence Halls	On Campus: Total	Public Property	Non-Campus	Unfounded
Murder/ Non-Negligent Manslaughter	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Negligent Manslaughter	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Rape	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Fondling	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Statutory Rape	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Incest	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Robbery	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Aggravated Assault	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Burglary	0	1	0	0	0	0	0	0	0	0	0	0	0	0	0
Motor Vehicle Theft	0	1	0	0	0	0	0	0	0	0	0	1	0	0	0
Arson	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
VAWA OFFENSES															
Domestic Violence	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Dating Violence	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Stalking	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
ARRESTS															
Weapons	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Drugs	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Alcohol	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
REFERRALS															
Weapons	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Drugs	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Alcohol	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0

PORT ANGELES	2020					2021					2022				
OFFENSES	On Campus: Residence Halls	On Campus: Total	Public Property	Non-Campus	Unfounded	On Campus: Residence Halls	On Campus: Total	Public Property	Non-Campus	Unfounded	On Campus: Residence Halls	On Campus: Total	Public Property	Non-Campus	Unfounded
HATE CRIMES															
Murder/ Non-Negligent Manslaughter	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Negligent Manslaughter	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Rape	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Fondling	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Statutory Rape	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Incest	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Robbery	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Aggravated Assault	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Burglary	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Motor Vehicle Theft	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Arson	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Larceny	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Simple Assault	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Intimidation	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Vandalism	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0

Hate Crime Key: (D) Disability, (E) Ethnicity, (Ra) Race, (Re) Religion, (S) Sexual Orientation, (G) Gender, (N) National Origin, (GI) Gender Identity

Annual Security and Fire Safety Report

POUSLBO	2020					2021					2022				
OFFENSES	On Campus: Residence Halls	On Campus: Total	Public Property	Non-Campus	Unfounded	On Campus: Residence Halls	On Campus: Total	Public Property	Non-Campus	Unfounded	On Campus: Residence Halls	On Campus: Total	Public Property	Non-Campus	Unfounded
Murder/ Non-Negligent Manslaughter	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Negligent Manslaughter	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Rape	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Fondling	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Statutory Rape	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Incest	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Robbery	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Aggravated Assault	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Burglary	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Motor Vehicle Theft	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Arson	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
VAWA OFFENSES															
Domestic Violence	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Dating Violence	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Stalking	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
ARRESTS															
Weapons	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Drugs	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Alcohol	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
REFERRALS															
Weapons	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Drugs	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Alcohol	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0

POUSLBO	2020					2021					2022				
OFFENSES	On Campus: Residence Halls	On Campus: Total	Public Property	Non-Campus	Unfounded	On Campus: Residence Halls	On Campus: Total	Public Property	Non-Campus	Unfounded	On Campus: Residence Halls	On Campus: Total	Public Property	Non-Campus	Unfounded
HATE CRIMES															
Murder/ Non-Negligent Manslaughter	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Negligent Manslaughter	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Rape	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Fondling	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Statutory Rape	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Incest	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Robbery	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Aggravated Assault	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Burglary	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Motor Vehicle Theft	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Arson	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Larceny	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Simple Assault	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Intimidation	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Vandalism	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0

Hate Crime Key: (D) Disability, (E) Ethnicity, (Ra) Race, (Re) Religion, (S) Sexual Orientation, (G) Gender, (N) National Origin, (GI) Gender Identity

Safety Policies for Bellingham Campus Residence Halls

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

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

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

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

MISSING STUDENT NOTIFICATION

In compliance with the Higher Education Opportunity Act (P.L. 110-315), the Western Washington University Police Department (UPD) in partnership with University Residences (UR) and Student Life implements required missing student policy and notification protocol for students residing in campus student housing.

POL-U5620.03, Reporting a Missing Student Who Resides in University Housing

This policy applies to the reporting of a potentially missing student that is a registered resident of University Housing (see definition).

In the event a student may be missing and does **not** reside in University housing, individuals are encouraged to contact the law enforcement agency in the area where the missing student resides.

DEFINITIONS

Confidential Contact:

A contact person identified by a student living in a University Residence is the person the student wishes to be contacted in the event they are determined missing. This contact information will not be used for any other purpose. This contact can be different or the same as who the student identifies as their Emergency Contact.

Emergency Contact:

An individual identified by a student and recorded in Western's Banner system that can be used in the event of an emergency involving the student. This contact can be the same or different from their Confidential Contact.

Emancipated Individual:

A person less than 18 years of age who has been declared by a court to be independent of his or her parents.

University Housing:

For the purpose of this policy, University housing includes:

- **Main Campus Housing:** Three residential housing communities on the main campus in Bellingham, WA referred to as North Campus, South Campus, and the Ridge.
- **Shannon Point Marine Center Housing:** Programmatic housing facilities at Shannon Point Marine Center in Anacortes, WA.
- **Leased Housing:** Housing near the main campus that is temporarily leased by the University when additional housing is needed.

1. University Police Oversees Missing Student Reporting and Investigations

The Chief of University Police Department (UPD), in partnership with the Director of University Residences, the Executive Director of Student life, and the Director of University Communications, is responsible for maintaining a reporting and investigation process in the event of a missing student.

2. Individuals to Promptly Report a Missing Student

To promptly ensure a student is safe, if any individual has reason to believe that a student, who resides in a University Residence, may be missing, they are to promptly follow the Reporting and Investigating a Missing Student Procedure (PRO-U5620.03A).

3. University Police to Investigate Missing Student Reports

The University Police Department is the primary authority responsible for:

1. Leading investigations of missing students residing in University Residences,
2. Making the official determination that the student has been missing for more than 24 hours.

4. University Police to Enter Missing Student Information into National Database

A record for a missing student must be entered into the National Crime Information Center (NCIC). If the student is under the age of 21, this must be done within two hours of official determination that the student is missing.

5. University Officials to Initiate Contact with Student's Registered Confidential Contact(s)

In accordance with procedures (PRO-U5620.03A), the University is to make reasonable attempts to contact with the missing student's registered Confidential Contact, if one was registered by the student.

6. Director of University Communications is Designated Spokesperson

The Director of University Communications is the designated spokesperson to handle media inquiries concerning a missing student. The Director will first consult with law enforcement in charge of a missing student investigation prior to any release of information from the University so as not to jeopardize the investigation.

Information provided to the media to elicit public assistance in the search of the missing person will also be directed by law enforcement.

7. University Residences Notifies Students of Option to Register a Confidential Contact

The Director of University Residences is responsible for ensuring students are notified upon enrollment for University Residences that they have the option of registering one or more Confidential Contacts. The Confidential Contact information is to be used only to assist the University in locating the student in the event they are reported missing.

The notification to students regarding the option to register a Confidential Contact will:

- A) Clearly differentiate between an Emergency Contact and a Confidential Contact,
- B) Provide an effective means for identifying and updating a Confidential Contact at any time,
- C) Advise residential students that their Confidential Contact will be maintained in a confidential manner meaning that this information will be accessible only to limited authorized campus

officials, and that it may not be disclosed, except to law enforcement personnel in furtherance of a missing person investigation,

D) Inform residential students that if they are determined by University Police to have been missing for 24 hours, a delegated University official will attempt to reach their Confidential Contact(s), if registered, within 24 hours after being informed of the determination.

E) Advise each student who is under 18 years of age, and not an emancipated individual, that the University is required to notify a custodial parent or guardian not later than 24 hours after the time the student is determined to be missing (in addition to notifying any additional contact person identified by the student).

8. Students May Add or Change Confidential Contacts at Anytime

The opportunity to identify a Confidential Contact and make changes to the contact information, including removing or changing the contact, is allowed at any time while a student resides in University Residences.

9. Confidential Contact Information will be Maintained in Confidential Manner

A student's Confidential Contact will be maintained and secured in the University Residences housing information system with limited access only to positions determined by the Director of University Residences and the extent permitted by law. Confidential Contact information is to be maintained separate from a student's Emergency Contact which is stored in the University's enterprise information system.

Authorized University Residence personnel may only disclose Contact Information to law enforcement personnel and only for the purpose of investigating a missing student.

PRO-U5620.03A REPORTING AND INVESTIGATING A MISSING RESIDENT STUDENT

Action by: Individual Who Suspects a Residential Student May be Missing

1. Contacts either University Police or any University Residence Staff, including Student Staff (e.g. a Resident Advisor, Desk Assistant).

University Police Phone: 360-650-3911

University Residence Administration: 360-650-6565

1. If University Police is contacted by the individual, go to step #10.
2. If University Residence Staff is contacted by the individual, go to step #2.

Action by: University Residence Staff Receiving Initial Report

2. Receives report that a residential student may be missing.
3. Immediately notifies University Residences management via chain of command, to include at a minimum:
 - a. Resident Director on-call,
 - b. Central Staff on-call,
 - c. Associate Director of University Residences, and
 - d. Director of University Residences.

Action by: University Residence Management

4. Promptly works with initial reporter (from step #1) to make reasonable efforts to reach the missing student (including contacting the student's Confidential Contact, if registered).
5. Informs most senior police officer on duty of report and will provide update within 24 hours (Contacts via Police Dispatch 360-650-3911).

Action by: Director of University Residences or Designee

6. At any time, but no later than 24 hours from receiving the report:
 - a. Notifies senior officer if student located, or
 - b. Notifies Chief of Police or designee if unable to locate student.

Action by: Director of University Residences or Designee (cont.)

7. Determines if student is under 18 years of age.
 - a. If under 18, determines if student registered themselves in UR system as emancipated.
 - b. If under 18 and not emancipated, contacts student's custodial parent or guardian after it has been determined that the student has been missing for 24 hours or sooner.
8. Obtains the student's Emergency Contact from Banner.
9. Does not provide the Confidential Contact information to anyone other than UPD.

Action by: University Police

10. Receives report that a residential student may be missing.
 - a. If initial report received IS by someone other than UR management, contacts Director of University Residences regarding report (or other UR management if Director not available).
11. Obtains, from UR management, the student's:
 1. Confidential Contact information from UR student data system (if provided by the student)
 2. Emergency Contact information from Banner
 3. Custodial parent or guardian contact if student is under 18 and not emancipated.

12. Makes reasonable attempts to reach the student's Confidential Contact determination that the student is missing FOR MORE THAN 24 HRS BEFORE making attempts to contact the student's Emergency Contact (if the two contacts are different).
 - a. If contacts are different, attempts to contact the Emergency Contact but only after making reasonable attempts to reach the Confidential Contact.
13. Notifies Police Dispatch (within 2 hours if the student is under the age of 21) to enter the missing student information into the Washington Crime Information Center (WACIC/NCIC).
14. Coordinates with UR Director to notify and meet with President's Cabinet, Director of Communications, and other stakeholders (as deemed necessary), to provide a briefing on the situation.
15. Conducts formal investigation of missing student.

Fire Safety

Western takes fire safety and prevention seriously and works to enhance its programs continuously. Staff from Environmental Health & Safety work with University Residences' staff to promote a safe living environment. More specifically, training and awareness is provided during new staff orientation (for all new University employees), during annual Resident Advisor fall training, and regular training for custodial staff. More comprehensive information can be found at ehs.wvu.edu/fire-safety.

All residence halls have building fire alarms, room detection equipment, common area detection equipment and central reportage of alarms. All buildings except for Edens North have a sprinkler system.

If you discover a fire in a campus building:

- Immediately pull the nearest fire alarm as you exit the building.
- Once you are safely away from danger, call University Police at 360-650-3911 to report the fire. If you are off-campus, dial 911. Tell the dispatcher the exact location of the fire and any known hazards (e.g., flammable materials) at the location.
- After you've left the building, stand by to direct emergency personnel to the location of the fire.
- Immediately notify University Police for a non-emergency fire incident by calling 360 650-3555.

Additional information on fire safety – including what to do in a fire – is available on the Environmental Health and Safety (EHS) website at ehs.wvu.edu/fire-safety.

DESCRIPTION OF STUDENT HOUSING FIRE SYSTEMS

Fire Alarm: All facilities have combination automatic detection / manual initiation devices & notification system covering both student rooms & public areas connected to UPD in accordance with NFPA 72 standards.

Security Alarm: Although full scale intrusion detection systems are not in place computer lab assets are monitored via sensors connected to UPD.

Fire Sprinkler: With the exception of Edens North, most facilities have fire sprinkler systems covering both student rooms & public areas in accordance with NFPA 13 & 25 standards.

Fire Extinguisher: All facilities have portable suppression devices located in accordance with NFPA 10 standards.

Mass Notification: Some facilities have general voice enunciation alert capabilities providing UPD & the campus capability of broadcasting emergency messages throughout facilities as

needed. However, a 10-year plan has been developed to upgrade capabilities in order to meet Galain report recommendations which shall provide enhanced emergency notification.

Testing: All systems are testing in accordance with applicable National Fire Protection Agency (NFPA) codes previously listed, International Fire Code (IFC) & requires set forth by the Authority Having Jurisdiction (AHJ - Bellingham Fire Marshal). Annual testing is done on all systems at varying times throughout the year & monthly inspections are also done on fire extinguishers.

FIRE STATISTICS

Information about fires in each residence hall for 2020, 2021, and 2022 are below:

Facility/Address	Total Fire(s) in Each Building	Fire Number	Cause of Fire	Number of Injuries	Number of Deaths	Value of Property Damage
Alma Clark Glass Hall 111 Highland Dr. Bellingham, WA. 98225	0	0	N/A	N/A	N/A	N/A
Birnam Wood Stack 1 2901 Bill McDonald Pkwy Bellingham, WA 98225	0	0	N/A	N/A	N/A	N/A
Birnam Wood Stack 2 2901 Bill McDonald Pkwy Bellingham, WA 98225	0	0	N/A	N/A	N/A	N/A
Birnam Wood Stack 3 2901 Bill McDonald Pkwy Bellingham, WA 98225	0	0	N/A	N/A	N/A	N/A
Birnam Wood Stack 4 2901 Bill McDonald Pkwy Bellingham, WA 98225	0	0	N/A	N/A	N/A	N/A
Birnam Wood Stack 5 2901 Bill McDonald Pkwy Bellingham, WA 98225	0	0	N/A	N/A	N/A	N/A
Birnam Wood Stack 6 2901 Bill McDonald Pkwy Bellingham, WA 98225	0	0	N/A	N/A	N/A	N/A
Birnam Wood Stack 7 2901 Bill McDonald Pkwy Bellingham, WA 98225	0	0	N/A	N/A	N/A	N/A
Buchanan Towers 2401 Bill McDonald Pkwy Bellingham, WA 98225	0	0	N/A	N/A	N/A	N/A
Edens Hall South 624 High St Bellingham, WA 98225	0	0	N/A	N/A	N/A	N/A

Facility/Address	Total Fire(s) in Each Building	Fire Number	Cause of Fire	Number of Injuries	Number of Deaths	Value of Property Damage
Fairhaven Stack 1 467 S College Dr Bellingham, WA 98225	0	0	N/A	N/A	N/A	N/A
Fairhaven Stack 2 467 S College Dr Bellingham, WA 98225	0	0	N/A	N/A	N/A	N/A
Fairhaven Stack 3 467 S College Dr Bellingham, WA 98225	0	0	N/A	N/A	N/A	N/A
Fairhaven Stack 4 467 S College Dr Bellingham, WA 98225	0	0	N/A	N/A	N/A	N/A
Fairhaven Stack 5 467 S College Dr Bellingham, WA 98225	0	0	N/A	N/A	N/A	N/A
Fairhaven Stack 6 467 S College Dr Bellingham, WA 98225	0	0	N/A	N/A	N/A	N/A
Fairhaven Stack 7 467 S College Dr Bellingham, WA 98225	0	0	N/A	N/A	N/A	N/A
Fairhaven Stack 8 467 S College Dr Bellingham, WA 98225	0	0	N/A	N/A	N/A	N/A
Fairhaven Stack 9 467 S College Dr Bellingham, WA 98225	0	0	N/A	N/A	N/A	N/A
Fairhaven Stack 10 467 S College Dr Bellingham, WA 98225	0	0	N/A	N/A	N/A	N/A
Higginson Hall 684 High St Bellingham, WA 98225	0	0	N/A	N/A	N/A	N/A
Mathes Hall 629 High St Bellingham, WA 98225	0	0	N/A	N/A	N/A	N/A
Nash Hall 689 High St Bellingham, WA 98225	0	0	N/A	N/A	N/A	N/A
Ridgeway Alpha 135 Highland Dr Bellingham, WA 98225	0	0	N/A	N/A	N/A	N/A

Facility/Address	Total Fire(s) in Each Building	Fire Number	Cause of Fire	Number of Injuries	Number of Deaths	Value of Property Damage
Ridgeway Beta 207 Highland Dr Bellingham, WA 98225	0	0	N/A	N/A	N/A	N/A
Ridgeway Delta 141 Highland Dr Bellingham, WA 98225	1	1	Unintentional Fire Lit Candle 2/25/2022	0	0	\$2,000
Ridgeway Gamma 235 Highland Dr Bellingham, WA 98225	0	0	N/A	N/A	N/A	N/A
Ridgeway Kappa 211 Highland Dr Bellingham, WA 98225	0	0	N/A	N/A	N/A	N/A
Ridgeway Omega 129 Highland Dr Bellingham, WA 98225	0	0	N/A	N/A	N/A	N/A
Ridgeway Sigma 123 Highland Dr Bellingham, WA 98225	0	0	N/A	N/A	N/A	N/A

FIRE SYSTEMS UPDATE/REVIEW

All residence halls have a building fire alarm, room detection, common area detection, and central reportage through Fireworks. All residence halls, with the exception of Edens North, have sprinkler systems.

FIRE DRILLS

For 2020, all residence halls had one fire drill in winter quarter and then only those occupied had additional fire drills because of reduced occupancy due to COVID-19. Each residence hall had three fire drills in 2021 and 2022, one each in winter, spring and fall quarters. Those that were occupied in summer had an additional fire drill.

PROHIBITED ITEMS

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

- **Candles & Incense:** Burning candles, incense, torches, or open-flame devices is prohibited in University Residences. Careful use of candles or incense for birthdays or religious purposes is allowed with advance per- mission from your resident director.
- **Flammable Materials & Explosives:** Explosives, fireworks, gasoline, or any other flammable

materials; and decorations made from cut, resin-bearing trees or vegetation such as fir, pine, cedar, spruce, and eucalyptus are prohibited in University Residences.

• **Hazardous Electronics:** Electric hotplates, burners, toasters, toaster ovens, space heaters and halogen lamps.

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

Smoking and vaping are prohibited on all of Western's campus, including in all University Residences buildings. This includes, but is not limited to: all balconies and all public spaces such as lounges, stairwells, hallways, food service areas, and laundry rooms.

TRAINING

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

EVACUATION PROCEDURES

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

- **Keep low to the floor to avoid smoke.** When escaping through a smoke-filled corridor, move quickly in a crouched position. If possible, place a wet cloth over your face and head.
- **Feel the door before opening it.** If it's hot, don't open it. If smoke or heat is present, close the door and stay in the room. Seal the cracks around the door with whatever is handy (a towel, etc.). If the phone works, call 911 and report that you are trapped. Be sure to give them your room number and location. If the phone does not work, hang a sheet, jacket, etc., out of the window to attract attention.
- **The hall is free of smoke or heat,** close and lock your door and immediately exit the building by the closest stairwell. **DO NOT USE AN ELEVATOR!**
- **If the nearest exit is blocked, go to another exit.** If all exits are blocked, go back to your room. Close the door, hang something out of the window to attract attention, and signal for help.
- **Once outside the building, move away from the building** and watch for vehicle traffic. Do not reenter the building until you have been given approval to reenter by police, fire officials, or university staff.
- **Important:** Keep all fire exit and corridor doors closed at all times. These doors are fire rated to keep smoke and heat from entering stairways and adjoining corridors. If at any time you observe these doors propped open, please close them immediately.

Prevention and Awareness Programs

Prevention programming at WWU is comprehensive, integrative, and inclusive. Programs are culturally relevant, responsive to changing community needs, and based in best practices. On a routine basis, programs are assessed for value, effectiveness, and achievement of desired outcomes.

Prevention programming empowers individuals to make positive, health-enhancing choices. All programs teach essential skills for safe and effective intervention. They encourage bystander empowerment through promotion of awareness, knowledge, and skills. As a result, prevention programs aim to increase one's confidence to act in safety-promoting ways and to increase one's engagement in the creation of a healthy environment.

Essential components of prevention campaigns include:

- A clear statement that the relevant offenses are prohibited
- Safe and positive options for bystander intervention
- Potential outcomes of reporting possible sanctions and available protective measures that may be implemented
- Campus and community resources

SEXUAL VIOLENCE PREVENTION PROGRAMS

The Counseling & Wellness Center and the Civil Rights and Title IX Compliance office work together to provide comprehensive, integrated initiatives, strategies, and campaigns intended to end sexual violence, sexual harassment, intimate partner violence, and stalking. Programming is inclusive of diverse communities and identities. Programming follows a public health model of addressing large social health problems and includes consideration of environmental risk and protective factors as they occur on the individual, relationship, institutional, community and societal levels.

Prevention programming implements the values of providing positive messaging, encouraging students to make choices about their sexual and intimate relationships that follow an ethic of safety and autonomy for self and others. Programs provide key information and definitions related to these crimes, and they teach essential skills for safe and effective intervention. Bystander Empowerment programming provides the awareness, knowledge, skills, and confidence to act to promote individual and community safety. In-person workshops aim to build safe environments for candid discussions and honest reflection about the complex and important work of creating healthy sexual and intimate relationship practices.

Sexual violence prevention campaigns include:

- Skills and knowledge for building healthy intimate relationships
- Navigating consent

- Warning signs of abuse and information in risk reduction
- Building empathy for survivors of abuse and assault

Awareness programs include student-led activities, events, educational workshops, and participation in actions initiated by other campus departments and student clubs. Awareness activities include implementation of campus-wide Domestic and Sexual Violence Awareness Month calendars and visual communications with easily identifiable branding and messaging. Awareness activities are interactive and center the lived experiences and stories of survivors and provide information about student services and university policies.

SEXUAL VIOLENCE PREVENTION AND AWARENESS PROGRAMS

This section describes virtual workshops and presentations.

In the 2022-2023 academic year, the Counseling and Wellness Center completed 18 in-person consent and healthy relationships workshops. At least 90% of club sports participants are required to attend 90-minute violence prevention trainings, and all Varsity Athletes are required to attend. The requirement is connected to funding and compliance, and exceptions to this requirement must be requested in writing.

In total, 1,096 club and varsity athletes completed this training this academic year.

In addition to the prevention workshops designed for athletes, Counseling and Wellness staff and peer-to-peer student health educators provided 12 additional spaces for raising consciousness about sexual and relationship violence prevention, and building skills related to navigating sexual interactions and healthy relationships.

WWU MANDATORY SEXUAL VIOLENCE PREVENTION PROGRAMMING

Western requires all matriculated first-year undergraduates and graduate students to complete a mandatory Sexual Assault Prevention online training. The required trainings are coordinated by staff based in the Counseling & Wellness Center and assisted by many other Western departments.

This training helps create a shared understanding of the societal issue of sexual violence, an issue particularly critical to college students. It highlights healthy relationships, the importance of obtaining consent, and the ways you can help a friend or someone in need. It also explains Western's policies, resources, and reporting options regarding sexual violence and ensures that learners are aware of their rights under Title IX.

The training includes:

- The definition of domestic violence, dating violence, sexual assault, and stalking in Washington, and other states
- A statement that Western prohibits these offenses

- The definition of consent in reference to sexual activity
- Safe and positive options for bystander intervention
- Information on risk reduction to recognize warning signs of abusive behavior
- A description of the Western's ongoing prevention and awareness campaigns for students and employees
- Information regarding Western's procedures for institutional disciplinary action in cases of alleged dating violence, domestic violence, sexual assault, or stalking
- A statement of policy regarding the institution's programs to prevent dating violence, domestic violence, sexual assault, and stalking, and of procedures that the institution will follow when one of these crimes is reported

During the 2022-2023 academic year, this online training was completed by 819 students.

The CWC additionally facilitates a mandatory 90-minute violence prevention workshop for athletes within the Athletics and Campus Recreation departments.

During the 2022-2023 academic year, this in-person training was completed by 1096 club sports and varsity athletes.

Western Washington University's Drug and Alcohol Abuse Prevention Program

UNIVERSITY DRUG AND ALCOHOL POLICY

Western's *Preventing the Misuse and Abuse of Alcohol and Other Drugs Policy* ([POL-U1300.03](#)) has been revised, effective November 8, 2022. The policy applies to the University community which includes:

- Employees,
- Board of Trustees (BOT) Members,
- University volunteers,
- Matriculated and non-matriculated students,
- Visitors and contractors, and contractors' employees present at University activities and/or on University controlled property, and
- Alumni attending University or alumni activities or accessing resources.

The policy strictly prohibits the following on University property, during University work and academic and student activities:

- Distributing alcohol to anyone under the age of 21,
- Drinking or possessing alcohol if under the age of 21,
- Drinking or possessing alcohol and/or drugs (regardless of age) when prohibited at the location or in specified circumstances,
- Using, manufacturing, distributing, or possessing illicit drugs or drug paraphernalia (see also Section 4 regarding marijuana),
- Using drugs or alcohol illegally,
- Misuse of/impaired by alcohol or drugs, or
- Bringing, using, or serving alcohol at a University event without the required approvals.
- In addition to individual adverse consequences, the University is subject to violations including:
 - Repayment of any or all forms of federal financial assistance received by the University,
 - Suspension or termination of a federal contract or grant, and/or
 - Terminated (debarred) as a federal contractor, or
 - Fines and potential loss of ability to receive funds through federal resources.

All employees and students are expected to review [the policy in full](#). The policy addresses other specific expectations for students and employees including, but not limited to:

- Alcohol or drug use during University sponsored group trips
- Marijuana use on campus (federal vs state law)
- Student conduct code
- Use of alcohol or drugs for academic or research purposes
- Serving alcohol at university activities or on university property
- Sale of alcohol
- Responsibility for personal behavior
- Responding to suspected opioid overdoses
- Referencing marijuana or alcohol in marketing or advertising
- Behavior of visitors and guests
- Reporting violations
- Specific employees responsible for oversight and enforcement

See also: Reporting Employee Drug Convictions Procedure ([PRO-U1000.07A](#))

STUDENT CODE OF CONDUCT – specific to drugs and alcohol use

In addition to being required to comply with University drug and alcohol policy, students are subject to the Student Code of Conduct ([WAC 516-21](#)).

Drugs and Paraphernalia (WAC 516-21-140)

Except as permitted by law and university policy, the possession, use, cultivation, manufacturing, packaging, distribution, or provision of a controlled or illegal substance or the possession of drug paraphernalia while on university property or at an official university function is a violation of the code. This code violation also includes the intentional misuse or distribution of prescription drugs. [rev. 1.9.12]

Alcohol (WAC 516-21-130)

Except as permitted by law (e.g., possession or use by a person of legal age) and/or university policy, the possession, use, distribution, or sale of alcohol while on university property or at an official university function is a violation of the code. [rev. 1.9.12]

Hazing (WAC 516-21-120)

Hazing is any act that, as an explicit or implicit condition for initiation or admission into, affiliation with, or continued membership in a group or organization, endangers the health, safety, or well-being of any member of the university community, is a violation of the code. Examples of hazing include, but are not limited to:

1. Requiring the consumption of any food, alcohol, drug, or other substance.
2. Requiring forced participation in physical activities, including calisthenics, exercise, or other games or activities that entail physical exertion.

3. Requiring exposure to weather elements or to other physically or emotionally uncomfortable situations, including sleep deprivation, confinement in small spaces, physical bondage, and/or taking a student to an outlying area and dropping them off.
4. Requiring conduct that can be reasonably expected to embarrass another, including the performance of public stunts or activities such as scavenger hunts.
5. Requiring anything that would be illegal under city, state, or federal law, or in violation of any university policies or procedures, including the code.

SUBSTANCE ABUSE EDUCATION AND PREVENTION PROGRAMS

The University values the health and safety of every individual and stresses the importance of education to reduce the risks of drug and alcohol use. Western provides education through its Counseling & Wellness Center [Substance Abuse Prevention Program](#) on the effects of alcohol and drug use and abuse, prevention, recovery and treatment, and prescription disposal through workshops, training, and general communications.

Members of the university community are encouraged to further educate themselves on the health effects through reputable sources, such as the:

- National Institute on Drug Abuse (www.nida.nih.gov),
- National Institute on Alcohol Abuse and Alcoholism (www.niaaa.nih.gov), and
- Centers for Disease Control (www.cdc.gov).

In addition, information about the health risks associated with drug and alcohol misuse and treatment assistance is available from the [Student Health Center](#), the [Employee Assistance Program](#), and [local resources](#).

WWU'S OPIOID OVERDOSE RESPONSE PROGRAM

Western is fully committed to preventing the misuse of opioids in our community and help eliminate the evolving epidemic of drug-related harms. However, the University recognizes the importance of also being prepared to quickly respond to an overdose situation. In the event an individual on campus appears to be experiencing a drug overdose, it is vitally important that University Police be called to respond (360-650-3911). Each University Police Officer maintains a supply of Narcan (an opioid overdose reversal medication) they are trained to administer.

In addition, we encourage all campus community members to educate themselves on the signs of an overdose and immediately contact emergency services when they suspect a person is suffering from an overdose.

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

WWU-MANDATED INITIAL SEXUAL VIOLENCE PREVENTION EDUCATION FOR ALL STUDENTS

Western Washington University requires all students new to Western to complete Sexual Assault Prevention training, a web-based best practice training program to prevent sexual violence, designed specifically for college students.

By completing Sexual Assault Prevention training it ensures all students have a fundamental awareness of the issues relating to sexual violence. They are also engaged as part of the solution to sexual violence and participating in creating and maintaining a campus community that supports healthy relationships and fosters a safe environment for everyone.

It is hoped that through this training students will be better informed and build stronger skills to identify and intervene in situations where others' well-being or safety may be in jeopardy. This training also provides important information about every student's rights under Title IX, a civil rights law prohibiting sex discrimination, including sexual violence.

COUNSELING & WELLNESS CENTER

Comprehensive Awareness and Education Campaign Plan to Prevent Sexual Violence*

Counseling and Wellness Center staff provide Sexual Violence Prevention and effective intervention training to a wide range of student groups throughout the year. One area of training focuses on student leaders as part of the solution. This group may include: Orientation Student Advisors, Resident Advisors, Peer Health Educators, and Varsity Athlete Teams, among others. Training is also promoted to faculty for potential inclusion in their course content.

Counseling and Wellness Center staff also work collaboratively to infuse sexual violence prevention information into many programs, events, and activities that take place on campus through the year.

Additional programming highlights specific sexual violence-related outreach that encompasses awareness days, weeks, and month promotions, along with on-going campaigns promoting healthy relationships, importance of being an empowered and active bystander, and taking a stand against all forms of sexual violence.

Training is also provided for staff and faculty in covering how to have a compassionate response to disclosures, best options for assisting students who disclose sexual violence experiences, creating a safe space for survivors in their classrooms or work spaces, increasing awareness of campus resources, and how to effectively connect a student to these resources.

Sexual Violence Prevention staff also, directly or in collaboration with other programs, provide training for many community groups. Audiences for these trainings vary from local community prevention coalitions, local businesses, police, community college and public school classes, large concentration off-campus student housing areas, and hosts of frequent, large music house parties.

PREVENTION EDUCATION FOR ALL EMPLOYEES

Safe and positive options for bystander intervention are covered in the online harassment and discrimination prevention training modules required of all new and existing employees, including student employees. Aspects of bystander intervention and supporting survivors covered in the online training include:

- Educating yourself about reporting options and confidential resources so you can provide this information to others if they need it; responsibility for reporting known or suspected sexual harassment and sexual violence to the Title IX Coordinator, the reasons for this reporting requirement, and action taken by the Title IX Coordinator upon receipt of a report.
- Promoting positive social norms, for example by discouraging joking about sexual harassment or sexual violence.
- Building awareness to understand warning signs that may lead to sexual violence.
- Learning that there are multiple ways to be a bystander. These include:
 1. directly intervening by approaching the perpetrator or victim,
 2. getting another person to intervene (for example by finding a friend of the person being targeted or by calling an authority over the space or the police), or
 3. causing a distraction that interrupts the situation, for example by joining the conversation or spilling a drink.

When observing unwanted sexual attention, if you overhear use of sexist or derogatory language, or if you know someone in an abusive relationship:

- Notice that something is not right
- Identify that a person needs help
- Make the decision to act and develop a strategy for intervening
- Intervene safely, either alone or with other people.

What to do if a survivor reports sexual violence to you, including letting the person know:

- You care about them

- You must inform the Title IX Coordinator so that the survivor can be fully notified of available resources and reporting options
- They can expect that a staff member in the Office of Civil Rights and Title IX Compliance will reach out to them to provide information about available resources

The university will provide support services to survivors whether or not they choose to report to the police or file a discrimination complaint.

When observing unwanted sexual attention or inappropriate sexualized comments:

- Identifying that someone is uncomfortable, or that someone may be uncomfortable even if discomfort is not visible
- Assessing one's safety
- Deciding to act, either by:
 1. directly approaching the perpetrator, the person being targeted, or both individuals separately, about the situation,
 2. indirectly interrupting the situation, for example by asking one party if they have tried the snacks, if they'd like to take a walk, if you can borrow their cell phone, or
 3. calling for assistance.

All new and existing WWU employees, including student employees, are required by University Policy 1600.04 to complete online harassment and discrimination prevention training, currently consisting of two online modules (as well as a separate required module on hazing/bullying prevention). Employees are instructed to complete the online prevention trainings within 45 days of their initial assignment notification, and are strongly encouraged to complete the trainings as soon as possible, in recognition of their importance to the University community. Following their initial harassment and discrimination prevention training requirement when they are hired, employees are required to complete on-going refresher training every three years thereafter.

1. From January 1, 2022 through December 31, 2022 a total of 1,916 individuals completed the online harassment and discrimination prevention training module.
2. From January 1, 2022 through December 31, 2022 a total of 1,920 individuals completed the online training module about sexual violence prevention and response.
3. From January 1, 2022 through August 31, 2022, a total of 71 student employees and/or graduate teaching/research assistants completed Sexual Harassment Prevention Training through an online asynchronous course developed by CRTC (effective fall quarter 2022, student employees were assigned to the same online prevention training modules as all faculty/staff).

What You Can Do If You Have Experienced Sexual Violence

The list below offers possible next steps for anyone who has experienced sexual violence and/or abuse. If you have experienced sexual violence, it is important for you to know it is not your fault and support is available. Western's primary concern is your safety, and we encourage you to utilize any or all of the suggestions below that feel supportive to you. After experiencing violence and/or abuse you deserve to be in control of the next steps.

Go to a safe place. This could be your home, a friend's home, a locked car, or a busy public place. If you do not feel safe and are wanting an immediate emergency option, you always have the option of contacting police. If off-campus in Bellingham contact Bellingham Police (911); if on-campus, contact University Police (360-650-3911) for assistance. For other locations, contact 911.

Seek support. Contact a close friend or other trusted person who can support you in your next steps. Trained confidential support services are available through Domestic Violence & Sexual Assault of Whatcom County (DVSAS). DVASAS services include a 24-hour help line at 360-715-1563 or (877) 715-1563, more information about 24-hour local and national resources can be found here: <https://cwc.wvu.edu/survivorservices#24hour>

Contact Survivor Advocacy Services at the Counseling & Wellness Center. **Survivor Advocacy Services** is a confidential resource for Western students who are experiencing or have experienced relationship (domestic, dating, intimate partner) violence or abuse, sexual violence, stalking, and/or sexual harassment. Survivor Advocacy Services provides student survivors with individualized emotional support, support groups, safety planning, academic advocacy, information and support navigating medical, legal, and reporting options. Survivor Advocacy Services can connect you with campus and area resources as well as support groups. Call Survivor Advocacy Services can be reached at 360-650-7982, or visit <https://cwc.wvu.edu/survivorservices>.

Preserve evidence. In case you choose to report the incident, preserve all physical evidence available to document a sexual assault or rape. This includes not laundering clothes/bedding and/or not showering until you've had a medical examination. If the incident location is accessible to you, disturb it as little as possible.

Consider obtaining a medical examination. Even if you choose not to report the incident, you can still seek a medical exam to check for physical injury and the possibility of sexually transmitted diseases.

Utilize campus employee resources. People who experience sexual violence can request assistance such as modifications in their working arrangements, help with safety planning, no-contact orders, and confidential consultation through the Employee Assistance Program, 877-

313-4455. Such assistance is available whether or not an employee chooses to make a report to the police. The Title IX Coordinator (360-650-3307) can help with these arrangements.

LOWERING RISK OF SEXUAL ASSAULT

It is important to note that it is never the survivor's fault when they experience sexual assault. There is no absolute way to prevent sexual assault from occurring. Below are some safety tips on how you may lower your risk.

- Sexual assault is a serious concern that affects people of all gender identities. Research shows that sexual assault affects one in five college women, and one in 16 men. Roughly 84 percent of all sexual assaults are committed by someone the survivor knows. Often, they involve alcohol and sometimes other drugs.
- Although personal safety can never be guaranteed, there are steps that can reduce your risk. These include:
- Always use the buddy system or travel in groups, especially when going to parties or other events on- or off-campus.
- Be assertive about communicating what you want from another person. Ask the person you are with to do the same.
- Trust your instincts. If a situation feels uncomfortable or unsafe to you, there is probably a good reason.
- Be aware of the effects of alcohol and other drugs on your body. Use of substances can interrupt the ability to make sound decisions and impair the ability to communicate clearly.
- Do not leave your drink unattended or accept a drink or other drugs from someone you don't know, especially at a bar or a party.
- Avoid being alone with an unfamiliar person, particularly when alcohol or other drugs are involved. If you are alone, make sure that your friends know where you are, who you are with, and how long you'll be gone.

Procedures for Reporting Sexual Assault, Dating Violence, Domestic Violence or Stalking

In addition to, or instead of reporting sexual assault, dating violence, domestic violence or stalking to University Police, reports may also be made to the Office of Civil Rights & Title IX Compliance (CRTC). The Director of CRTC also serves as the University's Title IX Coordinator. Survivors of sexual assault, dating violence, domestic violence, or stalking are encouraged to contact the CRTC to discuss the investigation process or to file a complaint:

Daniel Records-Galbraith, J.D.
 Director, Title IX Coordinator, ADA Coordinator
 Office of Civil Rights & Title IX Compliance
 Old Main 126
 360-650-3307 (voice) or
 711 (WARelay)
crtc@wwu.edu.

The Director or their designee oversees and addresses allegations of harassment and discrimination, including complaints of sexual assault, dating violence, domestic violence, or stalking that involve or threaten members of the WWU community. All complaints that fall under Title IX jurisdiction will be conducted pursuant to POL-U1600.04, Preventing and Responding to Sexual Harassment under Title IX and its corresponding procedures. Incidents involving University students, staff and faculty which fall outside the Title IX jurisdiction will be conducted pursuant to POL-U1600.02, Ensuring Equal Opportunity and Prohibiting Discrimination and Retaliation, and its corresponding procedure, 1600.02A. All relevant procedures provide an administrative complaint process (not legal or criminal) for prompt, equitable and impartial investigation and resolution of sexual misconduct complaints. The following narrative summary describes the current practice and steps taken when handling any complaint of sexual violence (sexual assault, dating violence, domestic violence, or stalking). The most current version of the Procedure can always be found online at crtc.wwu.edu/process/policies.

RIGHT TO AN ADVISOR

In all grievance proceedings, complainants and respondents have the right to an advisor and/or support person. This includes the right to be accompanied to any meeting under the procedure or subsequent disciplinary proceedings by an advisor or support person of the party's choice. For students who have experienced sexual misconduct, this includes the right to a support person from Survivor Advocacy Services. For unionized employees, this includes the right to have a union representative present. During proceedings with the CRTC Director, Investigator or designee, advisors and support people may communicate with the individual they are present to

support; their role is not to speak on behalf of the party. Under POL- U1600.04, if either party does not have an advisor, the University will provide an advisor at no cost to the party. The advisor may be, but does not have to be, an attorney. Advisors are required to conduct cross examination on behalf of their party during live hearings or appeals processes under POL- U1600.04.

AMNESTY FOR STUDENTS IN CASES OF SEXUAL MISCONDUCT

Complainants and witnesses who in good faith report sexual violence, will not be subject to alcohol or drug violations of the Student Code occurring at or near the time of the sexual violence, unless their own conduct placed another person's health or safety at risk. Without imposing sanctions, Western may initiate educational remedies regarding alcohol or drug use. (WAC 516-21-055).

TIME LIMIT EXTENSIONS

Time limits set forth in PRO-U1600.02 and outlined below may be extended by the Director at their discretion, or upon written application to the Director by the complainant, respondent, or the unit Vice President or Dean. The Director or their designee shall inform the parties when extensions of the time limits are made.

FILING THE COMPLAINT

Under 1600.04, the resolution processes are initiated when the CRTC receives a written complaint alleging that a respondent(s) sexually harassed a complainant and requesting that the University initiate an investigation (a Formal Complaint). A Formal Complaint must be either submitted by the complainant or signed by the Title IX Coordinator on behalf of the complainant. Formal complaints may be resolved through either a voluntary Alternative Resolution Agreement or Formal Investigation. The University will not proceed with either resolution process without a Formal Complaint.

SUPPORTIVE MEASURES

Individuals involved in a discrimination or harassment complaint have a right to supportive measures and resources. Supportive measures are non-disciplinary, non-punitive individualized services offered as appropriate, as reasonably available, and without fee or charge to the Complainant or Respondent regardless of whether the Complainant or the Title IX Coordinator has filed a formal complaint. Supportive measures restore or preserve a party's access to WWU's education programs and activities without unreasonably burdening the other party, as determined through an interactive process between the Director or their designee and the party. Supportive measures include measures designed to protect the safety of all parties and/or WWU's educational environment and/or to deter sexual harassment or retaliation. Supportive measures may include, but are not limited to:

- counseling and other medical assistance

- extensions of deadlines or other course-related adjustments,
- modifications of work or class schedules,
- leaves of absence,
- increased security or monitoring of certain areas of campus, and
- imposition of orders prohibiting the parties from contacting one another in housing or work situations. Determinations about whether to impose a one-way no contact order must be made on a case-by-case basis.

AVAILABLE SERVICES

Confidential support resources are available to students through services provided by university psychologists, mental health counselors, survivor advocates, and other health care professionals, and to faculty and staff via the Employee Assistance Program. Some off-campus reports may also be legally privileged, such as reports to clergy, private legal counsel, or health care professionals. A standardized document informing the University community of the available reporting options and supportive measures are made provided to the campus community in [Attachment to POL-U1600.04. Support Services and Reporting Options for People Who Experience Sexual Misconduct](#). The CRTC provides this document directly to all impacted individuals when reports of sexual misconduct are made to the CRTC.

DETERMINING JURISDICTION

Within ten (10) working days of the case filing date, the Director or their designee determines whether the facts alleged in the complaint fall within the jurisdiction of the CRTC and which policies may be implicated. If upon initial inquiry, the allegation(s) do not implicate a violation of CRTC policies, or if there are sufficient grounds for dismissal (as outlined in PRO-U1600.04A) the complainant will be notified in writing of the CRTC's decision to not move forward with a formal investigation.

STEPS TAKEN TO PROCEED WITH COMPLAINT

Complaint procedures will commence in accordance with the policies which are implicated in the formal allegations. Under both POL-U1600.02 and POL-U1600.04, the Director or their designee:

1. Provides a copy of the complaint to the respondent(s), together with a copy of the Discrimination Complaint Procedures, and request a written response to the allegations;
2. Informs the appropriate Vice President(s) and the complainant(s)' and respondent(s)' Dean or unit head of the complaint;
3. Consults with the complainant, the department chair or unit head, and the respondent(s), all of whom may identify other persons having personal knowledge of the alleged incidents and all of whom will be advised not to disclose information about the allegation outside the complaint process.

WRITTEN RESPONSE MAY BE FILED

Within ten (10) working days after receiving notification of the complaint, the respondent may submit to the CRTC a written response to the complainant's allegations. The respondent is encouraged to provide a written response; however, refusal to answer a charge or to participate in an investigation will not prevent the process from proceeding. Refusal to respond may result in the investigation proceeding solely on the basis of the complainant's testimony and evidence.

INVESTIGATION AND REPORT

After determining jurisdiction, the Director or their designee follows procedures under POL-U1600.02 or POL- U1600.04 as appropriate:

1. The CRTC reviews the respondent(s) response and conducts an investigation. The investigation includes interviewing the complainant and the respondent. The investigation may also include interviewing those persons identified by the parties as having personal knowledge of the alleged incidents and others identified in the investigation whose testimony may shed light on the complaint, and collecting and reviewing relevant documents and materials;
2. If the alleged conduct was investigated under 1600.02, the CRTC will prepare a written investigative report which explains the investigation process, summarizes the information obtained, and makes findings of fact and determines whether there has been a violation of the University 1600.02. The standard of evidence used by the CRTC in investigating allegations of policy violation is a preponderance of evidence (i.e., that it is more likely than not that the allegations are true);
3. If the alleged conduct was investigated under 1600.04 (under Title IX jurisdiction) the CRTC will prepare a written investigative report which explains the investigation process, summarizes the information obtained, including both inculpatory and exculpatory evidence. The Director or their designee provides a copy of the investigative report to the complainant(s), respondent(s), the appropriate Vice President, and the appropriate dean. The standard of evidence used by the CRTC in investigating allegations of policy violation is a preponderance of evidence (i.e., that it is more likely than not that the allegations are true).

CONFIDENTIALITY AND ITS LIMITATIONS

Discretion in the sharing of information is essential in matters involving allegations of illegal discrimination. Improper disclosure of information by the parties involved may be the basis for claims of unprofessional conduct, student conduct code violations, or charges of slander and retaliation. This does not limit the right of complainants or respondents to access support resources, consult with advisors, or participate in related investigations (such as a criminal, or external agency investigation).

The CRTC utilizes discretion in sharing information regarding matters under POL-U1600.04 and POL- 1600.02. However, complete confidentiality cannot be guaranteed. Information provided to

the CRTC may be shared with leadership and other individuals in order to investigate and resolve the matter, and as necessary to keep members of the campus community safe. By law, CRTC records may be subject to release following a public records request, request from an external agency, or court order. In addition, the number of sexual assaults (without any personalizing information) will be provided for the university's Annual Security Report, as required by the Jeanne Clery Disclosure of Campus Security Policy and Campus Crime Statistics Act or other applicable law.

REVIEW AND SANCTIONS

Specific processes for reviewing the investigative report and determinations are outlined under POL- U1600.04 for Title IX policy violations, and POL-U1600.02 for non-Title IX policy violations.

When the respondent is a student, any discipline is imposed by the Student Conduct Officer, to whom this responsibility is delegated by Vice President for Enrollment and Student Services. The student conduct officer considers the final report and makes a finding as to whether the Student Conduct Code was violated and imposes sanction(s) as appropriate. Possible sanctions for students are: warning; conditional status; loss of privileges; no-contact orders; requirement to engage in educational activities, assessment, counseling or treatment; requirement to provide restitution; campus housing relocation or termination; suspension or deferred suspension from the University, and; expulsion from the University.

When an investigation is conducted involving a faculty or staff respondent, the CRTC or their designee provides a copy of the written investigative report to the Vice President of the organizational unit in which the respondent is employed (and to the dean, if applicable), and the Vice President determines any appropriate sanctions, in consultation with CRTC and Human Resources. Possible sanctions for employees include written reprimand, leave without pay, a reduction of job responsibility or demotion, and termination of employment.

RETALIATION PROHIBITED

The University prohibits retaliation or encouraging others to retaliate against anyone reporting or believed to have reported a violation of this policy, or who is otherwise involved in a grievance proceeding as a witness, advisor or support person, or process personnel. Retaliation will be considered as a separate action, under POL-U1600.02, whether or not the original complaint is substantiated. WWU will take responsive action if retaliation occurs.

ALTERNATE COMPLAINT PROCESSES

A person who believes that they have been the subject of discrimination or harassment, including sexual violence, prohibited by state or federal law, may choose to file a discrimination complaint by contacting the appropriate state or federal agency, including the U.S. Department of Education, Office for Civil Rights and the Equal Employment Opportunity Commission.

Discrimination Complaint Procedure

POL-U1600.02 ENSURING EQUAL OPPORTUNITY AND PROHIBITING DISCRIMINATION AND RETALIATION

Introduction:

Western Washington University is committed to equity and justice, and respect for the rights and dignity of all persons in all that we do. Our strategic goals express that deep commitment. We foster a caring and supportive environment where people are respected and treated fairly. We pursue justice and equity in our policies, practices, and impacts. We commit to providing a learning, living, and working environment free from discrimination and harassment. To fulfill these commitments and advance our core institutional goals, this policy prohibits discrimination and harassment, based on protected status and retaliation.

In addition to having employee mandatory reporting requirements, the University strongly encourages those who have experienced, witnessed, or become aware of conduct that violates this policy to come forward promptly so that the University can take appropriate steps to prevent such conduct from occurring in the future and to ameliorate its effects. The University will protect the privacy of those who come forward to the extent possible and permissible by law.

Purpose and Jurisdiction:

This policy applies to complaints which allege discrimination or harassment based on protected statuses as defined in this policy and complaints of retaliation.

With respect to allegations of sexual or gender-based misconduct, this policy applies to allegations that fall outside the definitions or jurisdiction of the University's Title IX Policy, POL- U1600.04. The University's Office of Civil Rights and Title IX Compliance (CRTC) will determine, based upon the definitions in and jurisdictional requirements of each policy, whether this policy or POL-U1600.04 applies to a specific allegation.

To be considered within the jurisdiction of this policy, the allegations of the concern or complaint presented, if true, must be, wholly or in part, potential violations of this policy and not be governed exclusively by another University policy.

There is no specific timeframe in which a complaint must be made. However, to facilitate a prompt and timely investigation, complaints should be brought forward to the Office of Civil Rights & Title IX (CRTC) as soon as possible after the alleged act of discrimination, harassment, or retaliation. All such incidents should be reported regardless of the amount of time that has passed since the alleged violation. Delay in reporting may inhibit the CRTC's ability to investigate or the university's ability to provide prompt corrective action.

Definitions:

Coercion:

Unreasonable pressure for sexual activity. When someone makes clear that they do not want to engage in certain sexual activity, that they want to stop, or that they do not want to go past a certain point of sexual interaction, continued pressure beyond that point can be coercive. Using blackmail or extortion to gain consent is also coercion. Sexual activity that is forced is, by definition, non-consensual, but non-consensual sexual activity is not necessarily forced.

Complainant:

An individual who was at the time of the alleged conduct participating in the educational program or activity of or employed by the University and who is alleged to be the victim of conduct that could constitute discrimination.

Confidential Resources:

Providers of medical or mental health services, sexual assault and domestic violence advocacy, or other professional services protected by legal privilege.

Consent:

Knowing, voluntary, and clear permission by word or action, to engage in mutually agreed upon sexual activity. Each party has the responsibility to make certain that the other has consented before engaging in the activity. For consent to be valid, there must be at the time of the act of sexual intercourse or sexual contact actual words or conduct indicating freely given agreement to have sexual intercourse or sexual contact. Silence or the absence of resistance alone is not consent. Consent is not demonstrated by the absence of resistance. While resistance is not required or necessary, it is a clear demonstration of non- consent.

Consent is ongoing and can be withdrawn or revoked at any time. Ongoing consent requires ensuring freely given consent for changes or escalation of sexual activity during a sexual encounter. Because a person has previously consented to a sexual activity or sexual act does not indicate they have given consent for future sexual activity.

A person cannot consent if they are:

- a) unable to understand what is happening or are disoriented, helpless, asleep, or unconscious for any reason, including the influence of alcohol or another substance, or some other cause.
- b) forced or coerced to participate in the sexual activity. An individual who engages in sexual activity when the individual knows, or should know, that the other person is physically or mentally incapacitated has engaged in nonconsensual conduct. Intoxication is not a defense against allegations that an individual has engaged in nonconsensual sexual conduct.

Dating Violence:

Physical violence, bodily injury, assault, the infliction of fear of imminent physical harm, sexual assault, or stalking committed by a person (i) who is or has been in a social relationship of a romantic or intimate nature with the victim; and (ii) where the existence of such a relationship shall be determined based on a consideration of the following factors:

- a) The length of the relationship
- b) The type of relationship; and
- c) The frequency of interaction between the persons involved in the relationship.

Discrimination:

Disparate Treatment: Unfavorable treatment of a person based on that person's protected status or perceived protected status. Discriminatory harassment is a form of disparate treatment discrimination.

Disparate Impact: Neutral policies or practices that have a disproportionate, adverse impact on a group or population based on protected status when the policy or practice lacks substantial legitimate justification.

Failing to provide reasonable accommodation, consistent with state and federal law, to persons with disabilities.

Discrimination Complaint Procedure:

The process WWU uses to initiate, informally resolve, and/or investigate allegations that an employee or student has violated this policy's prohibitions against discrimination, harassment, sex/gender misconduct, or retaliation.

Discriminatory Harassment:

Discriminatory harassment is unwelcome conduct, directed at a person because of their protected status, that is severe, persistent, or pervasive, and has the purpose or effect of:

- a) Unreasonably interfering with an individual's work or academic performance; or
- b) Interfering with or limiting the ability of an individual to participate in or benefit from the services, activities or privileges provided by the University; or
- c) Creating an intimidating, hostile, or offensive work, educational, co-curricular, or University living environment, and would have such an effect on a reasonable person taking into consideration the relevant particularized characteristics, perspectives, identities, and circumstances of the person subjected to the conduct.

Discriminatory harassment may include but is not limited to: verbal abuse; epithets or slurs; negative stereotyping; threatening, intimidating or hostile acts; denigrating jokes; insulting or obscene comments or gestures; and the display or circulation of written or graphic material

(including in hard copy, by email or text, through virtual platforms or social media) that denigrates or shows hostility or aversion toward an individual or individuals based on their protected status. Calls, texts, emails, virtual platforms and social media usage by employees can contribute to a hostile work, learning, or living environment, even if they occur away from the workplace premises or outside work hours. Sexual harassment and other gender-based harassment, described further below, are specific forms of discriminatory harassment.

Domestic Violence:

Physical violence, bodily injury, assault, the infliction of fear of imminent physical harm, sexual assault, or stalking committed 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 State of Washington, 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 State of Washington, RCW 26.50.010.

Education Program or Activity:

Locations, events, or circumstances in which WWU exercised substantial control over both the Respondent and the context in which the alleged discrimination or harassment occurred. It also includes any building or property owned or controlled by a student organization officially recognized by WWU.

Force:

The nonconsensual use of physical violence and/or physical imposition to gain sexual access. Force also includes threats, intimidation (implied threats), and coercion that is intended to overcome resistance or produce consent.

Formal Complaint:

A writing submitted by the Complainant or signed by the Director of CRTC or Designee alleging discrimination, harassment, retaliation against a Respondent and requesting that WWU investigate.

Gender-Based Harassment:

Gender-based harassment includes nonsexual acts of verbal, nonverbal, or physical aggression, intimidation, or hostility based on a person's gender or nonconformity with gender stereotypes. Such acts or hostility constitute gender-based harassment when:

Such conduct is severe, persistent, or pervasive, and has the purpose or effect of:

1. Unreasonably interfering with an individual's work or academic performance; or

2. Interfering with or limiting the ability of an individual to participate in or benefit from the services, activities or privileges provided by the University; or
3. Creating an intimidating, hostile, or offensive work, educational, co-curricular, or University living environment, and would have such an effect on a reasonable person taking into consideration the relevant particularized characteristics, perspectives, identities, and circumstances of the person subjected to the conduct.

Incapacitation:

The physical or mental inability to make informed, rational judgments; to evaluate or control conduct; or communicate or grant consent. Incapacitation is created when the individual is unconscious, asleep, intoxicated, or under the influence of other drugs or is, for any other reason, physically, mentally or legally unable to communicate or grant consent. Incapacitation is not the same as legal intoxication.

A party who engages in sexual conduct with a person who is incapacitated when a reasonable sober person in similar circumstances would have known the person to be incapacitated is responsible for sexual misconduct. It is not a defense that the responding party's belief in affirmative consent arose from their intoxication.

Protected Status:

Race, ethnicity, color, national origin, age, citizenship or immigration status, pregnancy, use of protective leave, genetic status, sex, sexual orientation, gender identity, gender expression, marital status, creed, religion, veteran or military status, disability or the use of a trained guide dog or service animal by a person with a disability.

Reasonable Person:

A hypothetical person similarly situated considering the relevant particularized characteristics, perspectives, identities, and circumstances of the person subjected to the conduct, when using an ordinary degree of reason, prudence, care, foresight, or intelligence whose conduct, conclusion, or expectation in relation to a particular circumstance or fact is used as an objective standard by which to measure or determine something.

Respondent:

An individual who is at the time of the complaint participating in the educational program of or employed by the University and who has been reported to be responsible for conduct that could constitute discrimination while a student or employee of the University. In those cases where a respondent is a student who is employed by the university in a position which is contingent on their status as a student, e.g., a research or teaching assistant, or student government employee, and the alleged conduct took place during work hours, findings and determinations will be referred to the Office of Student Life for disciplinary action, and further employment action may follow a finding of responsibility for violating the Code of Student Conduct.

Retaliation:

Adverse action, which may include intimidation, threats, coercion, or discrimination against any individual because the individual has (or is perceived to have) made a report or complaint, or participated in an investigation, proceeding, or hearing under this policy.

Sexual Assault:

Sexual assault includes the following conduct:

- a) Nonconsensual Sexual Intercourse:
 - Any actual or attempted sexual intercourse (anal, oral, or vaginal), however slight, with any object or body part, by a person upon another person, that is without consent or capacity to consent, and/or by force. Sexual intercourse includes anal or vaginal penetration by a penis, tongue, finger, or object, or oral copulation by mouth to genital contact or genital to mouth contact.
- b) Nonconsensual sexual contact:
 - Any actual or attempted sexual touching, however slight, with anybody part or object, by a person upon another person that is without consent and/or by force. Sexual touching includes any bodily contact with the breasts, groin, mouth, or other bodily orifice of another individual, or any other bodily contact in a sexual manner.
- c) Incest:
 - Sexual intercourse or sexual contact with a person known to be related to them, either legitimately or illegitimately, as an ancestor, descendant, brother, or sister of either wholly or half related. Descendant includes stepchildren and adopted children under the age of eighteen (18).
- d) Statutory Rape:
 - Consensual intercourse between a person who is eighteen (18) years of age or older, and a person who is under the age of sixteen (16).

Sexual Exploitation:

Non-consensual abuse or exploitation of another person's sexuality for the purpose of sexual gratification, financial gain, personal benefit or advantage, or any other illicit purpose.

Examples of sexual exploitation may include, but are not limited to: observing another individual's nudity or sexual activity or allowing another to observe nudity or sexual activity without the knowledge and affirmative consent of all participants; non-consensual streaming of images, photography, video, or audio recording of sexual activity or nudity, or distribution of such without the knowledge and affirmative consent of all participants; exposing one's genitals in non-consensual circumstances; and inducing incapacitation for the purpose of making another person vulnerable to non-consensual sexual activity. Under certain circumstances sexual exploitation could constitute sexual harassment under Title IX.

Sexual Harassment:

Any unwelcome sexual advance, request for sexual favor, or other verbal, nonverbal, electronic, or physical conduct of a sexual nature, or based on sex or gender, when:

a) **Quid Pro Quo:**

- 1 Submission to such conduct is made either explicitly or implicitly a term or condition of an individual's employment, academic, co-curricular or campus life activities; or
- 2 Submission to or rejection of such conduct by an individual is used as the basis for employment or education-related decisions affecting such an individual; or,

a) **Hostile Environment:**

Such conduct is severe, persistent, or pervasive, and has the purpose or effect of:

- 1 Unreasonably interfering with an individual's work or academic performance; or
- 2 Interfering with or limiting the ability of an individual to participate in or benefit from the services, activities or privileges provided by the University; or
- 3 Creating an intimidating, hostile, or offensive work, educational, co-curricular, or University living environment, and would have such an effect on a reasonable person taking into consideration the relevant particularized characteristics, perspectives, identities, and circumstances of the person subjected to the conduct.

Stalking:

Engaging in a course of conduct directed at a specific person that would cause a reasonable person taking into consideration the relevant particularized characteristics, perspectives, identities, and circumstances of the person subjected to the conduct to (a) fear for their safety or the safety of others; or (b) suffer substantial emotional distress.

Student:

Any person who:

- Has been formally admitted to the University;
- Is enrolled in one or more classes at the university, including nonmatriculated international students attending language institutes or foreign study programs;
- Is participating in a certificate, degree, distance learning, or professional enrichment program, through extended education and summer programs;
- Is participating in a university-sponsored study abroad program;
- Was enrolled in a prior quarter or summer session at the university and is eligible to continue enrollment in the quarter or summer session that immediately follows; or
- Withdrew from the university after an alleged violation of the Student Conduct Code, for conduct that occurred while they were enrolled in or participating in a program offered by the university [WAC516- 21-020]

Interim Suspension:

An emergency suspension of a student Respondent pending investigation and resolution of disciplinary proceedings pursuant to the procedure and standards set forth in WAC 516-21-260

Supportive Measures:

Non-disciplinary, non-punitive individualized services offered as appropriate, as reasonably available, and without fee or charge to the Complainant or Respondent regardless of whether the Complainant or the Director of CRTC has filed a formal complaint. Supportive measures restore or preserve a party's access to WWU's education programs and activities without unreasonably burdening the other party, as determined through an interactive process between the CRTC Office and the party. Supportive measures include measures designed to protect the safety of all parties and/or WWU's educational environment and/or to deter sexual harassment or retaliation.

Supportive measures may include, but are not limited to:

- counseling and other medical assistance,
- extensions of deadlines or other course-related adjustments,
- modifications of work or class schedules,
- leaves of absence,
- increased security or monitoring of certain areas of campus, and
- imposition of orders prohibiting the parties from contacting one another in housing or work situations. Determinations about whether to impose a one-way no contact order must be made on a case-by-case basis

1. The University is Committed to Ensuring Equal Opportunity and Prohibiting Unlawful Discrimination in All Aspects of Employment and for Students in Educational and Extracurricular Programs and Activities

Discrimination or harassment of any kind based on a protected status is prohibited under this policy.

All members of the University community are expected to create and maintain an environment that is free of discrimination and harassment and in which employees, students, applicants, and visitors are treated with dignity and respect.

The CRTC Office will respond to all oral, written, and electronic concerns or complaints of conduct that may violate this policy.

Western reserves the right to address unwelcome and/or disruptive conduct that does not violate the provisions of this policy. Addressing such conduct will not result in the imposition of discipline under this policy, but discipline may be pursued under other University policy (i.e., student code, faculty handbook, employee handbook, etc.) as appropriate. Such behavior may

additionally be addressed through remedial actions, education, conflict resolution, coaching, and/or other informal resolution mechanisms.

For assistance with conflict resolution and other informal resolution techniques and approaches, employees should contact the Office of Human Resources, and students should contact the Office of Student Life.

2. The President, as Delegate of the Board of Trustees, Ensures the University Shall Comply with Applicable Civil Rights Laws

a) The President delegates chief responsibility for compliance with civil rights laws to the Director, Office of Civil Rights and Title IX Compliance. Vice Presidents are responsible for ensuring compliance with this policy within their divisions.

b) Director, Office of Civil Rights and Title IX Compliance shall:

1. In collaboration with other units, develop, monitor, and enforce University policies governing recruitment and selection to remove barriers to equal employment opportunity and prevent unlawful discrimination.
2. Oversee the investigation of complaints of discrimination, and issue investigative reports to the appropriate officers of the university for action.
3. In collaboration with other units, ensure fairness and equity in the administration of personnel actions such as hiring, promotion, separation, compensation, benefits, transfers, layoffs, returns from layoff, discipline, University- sponsored training, education, tuition assistance, and social or recreational programs.
4. In collaboration with other units, ensure equal opportunity in the recruitment and admission of students, and in the operation of all University programs, activities, and services.
5. Cooperate with federal and state agencies in fulfilling University obligations under civil rights laws of the United States and the State of Washington.

3. The University Provides a Procedure for Investigating Complaints of Discrimination and Seeking Assistance

The University is committed to resolving complaints and concerns of discrimination, including harassment, at the earliest and most informal level, depending on the nature of the complaint. It is also committed to conducting investigations in a timely and effective manner, adhering to the principles of due process in all investigations, and providing prompt corrective action if discrimination is found to have occurred. No individual shall be penalized or retaliated against in any way by a member of the university community for their participation in this complaint procedure.

Individuals who believe they have been subject to discrimination or harassment based on a protected status are encouraged to contact the CRTC Office, Western Washington University, Old Main 345, MS 9021, 516 High Street, Bellingham, WA 98225; 360.650.3307 (voice) or 711 (Washington Relay); crtc@wwu.edu. Director of the CRTC is the University's Title IX and ADA Coordinator.

a) Complaints of discrimination will be promptly and equitably addressed. See PRO- U1600.02A Discrimination Complaint Procedure.

b) Director, CRTC, designees, and other University officials can take proactive steps to prevent harassment from continuing or escalating and to protect or otherwise assist the parties involved.

c) CRTC provides complainants and respondents with process information and relevant resources throughout the initiation, investigation, and resolution of a complaint. CRTC also provides general information on resources pertaining to alleged discrimination and/or harassment violations.

4. Complaint Parties have the Right to an Advisor or Support Person

In all proceedings under this procedure, complainants and respondents have the right to and will be provided with the same opportunities to have other individuals present. This includes the right to be accompanied to any meeting under this procedure by an advisor and/or support person of the individual's choice. For unionized employees, this includes the right to have a union representative present. During proceedings under this procedure, advisors and support people may communicate with the individual they are present to support but may not directly address the investigator.

5. The Director of Civil Rights and Title IX Compliance Acts with Independence and Authority Free from Bias and Conflicts of Interest.

The Director of CRTC oversees all resolutions under this policy and acts to ensure that all Western representatives act with objectivity and impartiality and are assessed with respect to conflicts of interest and/or potential bias.

Concerns or reports of misconduct or discrimination committed by the Director, CRTC should be reported to President or the Office of Compliance. Reports of misconduct or discrimination committed by any other administrator involved in the resolution process should be reported to the ED.

6. Protected Speech is Not a Violation of this Policy

When speech or conduct is protected by academic freedom and/or the First Amendment, it will not be considered a violation of Western policy, though support may be offered to those impacted.

Western recognizes that conduct which does not violate this policy may still have the potential to impact individuals. Where conduct does not violate this policy, Western may still engage in proactive steps to provide support, resources, and alternative or educational programming to address concerns. Conduct which does not violate this policy may still be a violation of another University policy or professional code.

7. CRTC finds Facts by Preponderance Standard and Assesses Conduct Severity by Objective and Subjective Factors

Allegations of discrimination and supporting evidence will be assessed by application of a preponderance of evidence standard. This is the standard of evidence used in formal investigations of alleged discrimination. The standard is whether it is “more likely than not” that allegation(s) occurred. If the facts found to be true by application of this standard meet the policy definitions of prohibited conduct, a violation of the policy will be found.

CRTC will determine whether alleged discriminatory harassment was severe, persistent or pervasive based on both subjective and objective factors, and the totality of the circumstances surrounding an alleged incident or course of conduct. The University will determine whether the conduct created a hostile environment by examining whether a reasonable person would find the environment hostile or abusive, taking into consideration the relevant particularized characteristics, perspectives, identities, and circumstances of the person subjected to the conduct.

8. Online Harassment and Misconduct is Prohibited

Any online postings or other electronic communication by students, including cyber-bullying, cyber- stalking, cyber-harassment, etc., which occurs within the institution’s control (e.g. on Western networks, websites, or using Institution email accounts) will be subject to this policy. When such online conduct occurs outside of Western’s control, we reserve the right to act when the behavior can be shown to cause a substantial on-campus disruption.

Off-campus discriminatory or harassing speech by employees, whether online or in person, may be regulated by the University only when such speech is made in an employee’s official or work-related capacity.

9. The University Prohibits Retaliation

The University prohibits retaliation or encouraging others to retaliate against anyone who has either made a complaint or otherwise participated in an investigation. Retaliation will be considered as a separate basis for the filing of a complaint under this policy, whether the original allegation is substantiated. WWU will take responsive action if retaliation occurs.

This policy provision covers anyone reporting or thought to have reported a violation of Western anti- discrimination or retaliation policies or who has otherwise participated in a resolution process as a witness, complainant, respondent, support person, advisor, or any personnel involved in an informal or formal complaint process.

10. University to Provide Interim Measures: Safety Concerns - Support and Resource Referrals

During and after CRTC's initial meeting with the complainant, CRTC will assess whether immediate action should be taken, including interim measures, to protect the safety of the parties involved and/or other members of the university community. Other university offices, including University Police, Office of Student Life, University Residences, and Human Resources, may be contacted in the event of a safety concern, or to coordinate an interim measure. CRTC may facilitate interim measures to ensure safety and limit the impacts of alleged discrimination while an investigation or informal resolution is ongoing.

Interim supportive measures are non-disciplinary, non-punitive individualized services offered as appropriate, as reasonably available, and without fee or charge to the complainant or respondent regardless of whether the complainant or the Director or designee has filed a formal complaint. Supportive measures restore or preserve a party's access to WWU's education programs and activities without unreasonably burdening the other party, as determined through an interactive process between the Director or designee and the party.

CRTC will share information with the parties involved about available resources that may be helpful, including the Counseling Center, Consultation and Sexual Assault Support (CASAS), Domestic Violence and Sexual Assault Services (DVSAS), and the Employee Assistance Program (EAP).

Supportive measures and reporting options are provided for individuals affected by sexual or gender-based harassment, or other sexual misconduct including sexual assault, whether a formal complaint is made. If supportive measures are not provided, the Director, CRTC, must document in writing why this decision was clearly reasonable under the circumstances. Supportive measures for students will be coordinated through the Office of Student Life. Supportive measures taken by WWU on behalf of parties to a sexual or gender-based harassment, sexual assault matter, or other sexual misconduct will be shared by WWU only to the extent reasonably necessary to carry out the terms of the protective or supportive measure or accommodation.

Confidential support resources are available to students through services provided by WWU psychologists, mental health counselors, survivor advocates, and health care professionals; confidential support resources are available to employees through the Employee Assistance Program. Reports to some off-campus support personnel may also be legally privileged, such as reports to clergy, private legal counsel, or health care professionals.

11. Employees Must Promptly Report Discriminatory Conduct and/or Retaliation to the CRTC office if They Know of Actual or Suspected Incidents

- a) Except for confidential providers, all employees must report known and/or reported incidents of sexual misconduct to their supervisor or the CRTC. Student staff with supervisory or evaluative responsibilities are also required to report.
- b) All supervisors are expected to immediately report to CRTC any unlawful discrimination or harassment that they observe or learn about in their areas. Failure to report may constitute a separate violation of this policy.
- c) Individuals should not wait to report conduct of concern until it becomes sufficiently serious to create a hostile environment. Individuals with discrimination or harassment concerns who are comfortable doing so are encouraged to discuss their concerns with the appropriate supervisor or department chair in an attempt to resolve the issue informally.
- d) Individuals with discrimination and harassment concerns may tell the offending person directly that their behavior is inappropriate and to request that they stop the conduct. Individuals are not required to first speak directly with the person engaging in the offending conduct before making a report to their supervisor, department chair, or the CRTC.

12. The University Provides Amnesty for Students in Certain Situations

Complainants and witnesses who in good faith report sexual misconduct will not be subject to alcohol or drug violations of the Code occurring at or near the time of the sexual violence or misconduct unless their own conduct placed another person's health or safety at risk.

Without imposing sanctions, Western may initiate educational remedies regarding alcohol or drug use.

13. Confidential Information Shall be Handled with Utmost Care

CRTC handles concerns and complaint information as privately as possible. Although complete confidentiality cannot be guaranteed, CRTC uses discretion in sharing information and shares only on a strict need to know basis. Information provided to the CRTC may be shared with leadership and other individuals in order to investigate and resolve the matter, and as necessary to keep members of the campus community safe. CRTC shares only as much information as is necessary to meet the legitimate need for the information. By law, CRTC records may be subject to release following a public records request, request from an external agency, or court order. In addition, the number of sexual assaults (without any personalizing information) will be provided for the university's Annual Security Report, as required by the Jeanne Clery Disclosure of Campus Security Policy and Campus Crime Statistics Act or other applicable law.

Discretion in the sharing of information is important in matters involving allegations of discrimination to protect the integrity of the investigation and involved parties. This does not limit the right of complainants or respondents to access support resources, consult with advisors, or participate in related investigations (such as a criminal, or external agency investigation).

Certain types of information are privileged and confidential, such as medical and counseling records. Individuals reporting possible violations of this policy may but are not required to provide this type of information. If it is provided and it is relevant and relied upon by CRTC in its investigation, it will become part of the complaint record and may be shared with the other party to the extent sharing of such information is otherwise required.

14. Employees are Required to Cooperate with Investigations

All University employees are expected to fully cooperate with University complaint investigations and do so in good faith and truthfully.

If, at the conclusion of an investigation, it is determined that a complainant, respondent, or witness knowingly gave false or misleading information, it may be recommended that the individual be subjected to disciplinary action which may include, but is not limited to, written warning, demotion, transfer, suspension, dismissal, expulsion, or termination.

15. Filing a False Complaint May be Subject to Sanctions or Discipline

Filing a false complaint is considered to be serious misconduct and such offenses will be subject to the full range of sanctions and disciplinary measures. A finding that discrimination did not occur may reflect that there was not sufficient evidence to find that it did occur and will not in itself be the basis for a charge of false complaint.

16. The University Provides Alternative Complaint Processes

a) Internal- A complainant may not elect to use other internal grievance procedures (such as labor agreement grievance procedure) for complaints pertaining to alleged violations of University Policies on Discrimination and harassment.

A complainant alleging sexual violence or other forms of discrimination that may constitute criminal behavior may make a report to University Police or any law enforcement agency that has jurisdiction over the respondent, instead of or in addition to making a complaint under this Procedure.

b) External- A person who believes that they have been the subject of discrimination prohibited by state or federal law may choose to file a discrimination complaint by contacting one of the following agencies within their established time limits:

Washington State Human Rights Commission

711 S. Capitol Way, #402

P.O. Box 42490

Olympia, WA 98504-2490

Phone: (800) 233-3247 TTY: (800) 300-7525

U.S. Equal Employment Opportunity Commission

Seattle Field Office
909 First Avenue, Suite 400
Seattle, WA 98104-1061
Phone: (844) 234-5122

U.S. Equal Employment Opportunity Commission

131 M Street, NE
Washington, DC 20507
Phone: (202) 921-3191 TTY: (202) 669-6820

U.S. Department of Education Office for Civil Rights

915 Second Avenue, Room 3310
Seattle WA 98174-1099
Phone: (206) 607-1600 TDD: (800) 877-8339

U.S. Department of Education Office for Civil Rights

Lyndon Baines Johnson Department of Education Bldg.
400 Maryland Avenue, SW
Washington, DC 20202-1100
Phone: (800) 421-3481 TDD: (800) 877-8339

U.S. Department of Labor

Office of Federal Contract Compliance Programs
Seattle District Office
300 Fifth Avenue, Suite 1100
Seattle, WA 98104
Phone: (206) 398-8005

U.S. Department of Labor

Office of Federal Contract Compliance Programs
Frances Perkins Building
200 Constitution Ave., NW
Washington, DC 20210
Phone: (800) 397-6251 TTY: (877) 889-5627

Student Conduct Code

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

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

The student conduct process at Western is designed to be a learning process that promotes an understanding of students' responsibilities as members of the university community.

The objectives of the student conduct system, as set forth in this code, are twofold: to ensure that students act in a manner consistent with high standards of behavior, and to maintain the safety and well-being of all members of the university community.

Any member of the university community may file a complaint against a student for a violation of the student conduct code. A complaint should be made in writing to the Office of Student Life (student.life@wwu.edu).

The University will apply a preponderance of evidence standard to determine violations of the Student Conduct Code.

The Student Conduct Code applies to all conduct that occurs on university property or in connection with any official university function. Western Washington University does not act as a policing agent for students when they are off campus. However, the university reserves the right to take action if a student's conduct is determined to adversely affect a substantial university interest.

Student conduct that occurs off campus may be subject to the student conduct code when it:

(a) Adversely affects the safety or well-being of any member of the university community; or (b) Involves academic work or any records, documents, or identifications of the university.

In determining whether to exercise jurisdiction over such conduct, a conduct officer shall consider the seriousness of the alleged offense, the risk of harm involved, and whether the alleged complainant(s) are members of the university community. Any question of interpretation or application of jurisdiction shall be referred to the dean of students for final determination.

Students are responsible for their conduct from the time they have confirmed their enrollment at Western through the awarding of their degree. This includes conduct that occurs before classes begin, after classes end, and during periods between actual terms of enrollment. Students who are found to be in violation of the code may be subject to sanctions under the code.

A student with a pending conduct violation may not avoid the conduct process by withdrawing from the university. In these circumstances, a conduct hold will be placed on the student's official record, preventing them from registering for classes, requesting an official transcript, or receiving a degree from the university.

This hold will remain in place until the student has met with the conduct officer to discuss the alleged conduct violation(s).

WAC 516-21-030

Alleged violations of the Code will be resolved through the student conduct process, respecting fairness and due process for all involved parties. Students accused of violating the Code have the following rights: to receive prior written notice to attend meetings with a conduct office or appeals board; to provide evidence on their own behalf; to be accompanied by an advisor; to remain silent or decline to answer any question(s); to review information relied upon by the conduct officer or appeals board in making a determination; to receive written notification of the findings, decision, and basis for each; to request an appeal of a decision by a conduct officer; and to request a review of an appeal.

An individual who has filed a complaint alleging violence or sexual violence, including sexual assault, dating violence, domestic violence, and stalking or any other type of sexual misconduct or gender-based discrimination have the following rights: to receive prior written notice to attend meetings with a conduct office or appeals board; to provide evidence on their own behalf; to be accompanied by an advisor; to remain silent or decline to answer any question(s); to review information relied upon by the conduct officer or appeals board in making a determination; to receive written notification of the findings, decision, and basis for each; to request an appeal of a decision by a conduct officer; and to request a review of an appeal.

Additionally, an individual who has filed a complaint alleging sexual violence, including sexual assault, dating violence, domestic violence, and stalking or any other type of sexual misconduct or gender-based discrimination have the following additional rights: to be notified of the availability of counseling, academic support, and general assistance and support resources, both on campus and in the surrounding community; to have past behavior unrelated to the alleged behavior excluded; to be free from questioning about their sexual history involving anyone other than the respondent; to submit an oral or written impact statement to the conduct officer, and/or appeals board, and/or dean of students for consideration; to request an administrative no contact order against the respondent(s) during the conduct process; to have alternative accommodations to avoid being in the physical presence of the respondent during the conduct process; and to be free of any form of retaliation.

Additional information about student rights in the conduct process can be found in the Student Conduct Code WAC 516-21-250.

Counseling Services at Western

The Counseling & Wellness Center provides professional counseling for a wide variety of student concerns and issues. The Center offers group therapy, short-term individual and couples' therapy, advocacy services, and psycho-educational workshops designed to help students gain the skills necessary to be successful at Western. The Counseling & Wellness Center is located in Old Main 540, and is open Monday and Wednesday, 8 am-6 pm, and Tuesday, Thursday, and Friday, 9 am-5 pm, when classes are in session. Call 360-650-3164 to schedule an appointment; same day appointments are available for students. An on-call counselor is available when the Counseling & Wellness Center is closed; to access the on-call counselor, call the Counseling & Wellness Center at 360-650-3164 and select Option 1.

The Washington State Employee Assistance Program offers counseling and support to assist faculty and staff in resolving personal or work-related problems. To schedule an appointment during office hours, call 877-313- 4455 (toll free) or learn more at des.wa.gov/services/employee-assistance-program

ACCESS TO SERVICES FOR PERSONS WITH DISABILITIES

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

FOR STUDENTS:

Disability Access Center

Location: Wilson Library 170 Phone: 360-650-3083

Website: disability.wvu.edu

FOR FACULTY AND STAFF:

Human Resources Disability Services (to request a work-related accommodation)

Location: HU203

Phone: 360-650-3774

WA Relay: 711

Website: hr.wvu.edu/workplace-accommodation

Director of Civil Rights & Title IX Compliance/Title IX Coordinator

Location: Old Main 345

Phone: 360-650-3307

WA Relay: 711

Website: crtc.wvu.edu