

The 2010 OSU Clery Act Report And Fire Safety Report

The Jeanne Clery Disclosure of Campus Security Policy and Campus Crime Statistics Act

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The Annual Clery Act Report

Each year on October 1, Oregon State University produces a report of crime statistics and University policies, procedures and programs related to campus safety and security issues. We hope that you will find the information in this document helpful to you and that it will answer questions you may have about crimes occurring on campus, fire safety and other concerns of a personal safety nature.

- The management and employees of the OSU Department of Public Safety

Introduction

The Jeanne Clery Disclosure of Campus Security Policy and Campus Crime Statistics Act (the Clery Act) requires that post secondary schools participating in Title IV student financial aid programs publish a statistical report of crimes occurring on or near the institution's campus and provide information about security policies, procedures and programs. The intent of the report is to inform you of the extent of reported crimes occurring in the previous calendar year. Data is collected from a variety of sources including local law enforcement and University departments such as the Department of Public Safety, the Dean of Student's Office, University Housing and Dining Services, University Athletics and Counseling and Psychological Services.

The report also includes data from two years prior to the most recent year. In the case of this particular report you will see data for calendar years 2009, 2008 and 2007.

Crime Statistics

Reportable Areas

The information is divided into groups based upon the type of crime being reported and the areas where the incident occurred. For example, the main OSU campus is divided as follows:

1. **On campus** - this includes
 - a. All buildings, facilities, streets, parks and other areas; but not residence halls
 - b. Residence Halls
 - c. A combined total for all on-campus locations and residence halls

2. **Non-Campus** – This area includes buildings, facilities, research forests, farms, ranches, etc. that are near campus and are either owned or controlled by the University, such as fraternities, sororities, cooperative housing facilities, rented classrooms and other administrative facilities that are used for student activities.

3. **Public Property** – This area can be described as public streets that run through the campus, or form the border of campus. If portions of the bordering streets were not accessible because of a fence or other obstruction, then those portions would not be included in the annual report. OSU does not have any obstructions that would exclude a portion of its bordering streets from inclusion in the annual report.

The far right column of the statistical report shows an overall total for each crime. This column sums the number of reported incidents for each of the three zones listed above.

Hierarchy Rule

When we examine incidents to determine if they should be included in the annual report, a portion of the Clery Act called the Hierarchy Rule comes into effect. Occasionally, a person who is arrested may have committed more than a single offense. The Hierarchy Rule requires in this situation that we count the offense which is of the most serious nature and not count an offense of lesser significance. For example, if a person committed in the course of a single act, a burglary and a murder, then only the murder would be counted. An exception to this rule exists for hate crimes. If a person commits any reportable offense and while doing this also commits a hate crime, then both incidents will be reported.

Reportable Crimes

The Clery Act requires that participating schools collect data on a specific list of crimes. These crimes are listed here; however a more thorough description of each crime is give at the end of this document. You will also notice a column beside each of the crimes that indicates how the numbers are to be tallied.

<u>Crime</u>	<u>Number of</u>
Homicide and non-negligent manslaughter	Victims
Negligent manslaughter	Victims
Forcible sex offenses	Victims
Non-forcible sex offenses	Victims
Robbery	Incidents
Aggravated assault	Victims
Burglary	Incidents
Motor vehicle theft	Vehicles
Arson	Incidents
Hate crimes	Victims
Liquor, drug and weapon law offenses	Arrests

In the case of liquor, drug and weapon offenses the numbers are tallied in two groups. The first set of numbers is for those individuals who were arrested and the second is for those who received University disciplinary sanctions alone. This is not a distinction between breaking the law and not breaking the law, the numbers in both groups are the result of a violation of the law. Rather it is an attempt to reflect the actual impact of liquor, drug and weapon violations occurring in the campus community even when the incident does not result in an arrest. Although a peace officer or the district attorney may choose not to prosecute an individual for one of these offenses because there is insufficient evidence to reach a conviction, the University may still sanction the individual because the standard for a conviction in a civil proceeding is less than what is required for convictions in criminal proceedings.

Excluded Crimes

In some cases an incident that is reported as a crime may not be included in the annual report. Each of the following five standards must be met for an incident to be included in the annual report:

1. **Reported to the Proper Authorities** – The incident must be reported to law enforcement or a person who, according to the Clery Act, is defined as a Campus Security Authority. A person designated as a Campus security authority does not only mean a person employed by the University security department. The term is applied to any person who works for the University in a paid or volunteer status and has significant responsibility for student activities. For example, professors, student advisors,

resident assistants, coaches for University Athletics and persons who perform security functions at campus recreational facilities. If you are someone whom a student reasonably believes that he or she can report a crime to and expect that the matter will be addressed directly through your intervention or that you will contact law enforcement for a response, then you are campus security authority.

2. **Listed Crimes** – The crime must be one of those listed in the Clery Act as a reportable crime. (See the list above)

3. **Reportable Area** – The crime must have occurred in one of the reportable areas. Every reportable crime occurring within the boundaries of campus is in a reportable area. The two remaining areas are a little more difficult to define. Perimeter streets are described in the following way: “Sidewalk – Street – Sidewalk”. This means that a reportable crime occurring on the sidewalk on either side of a perimeter street is reportable as are incidents occurring in the street. But an incident occurring in a building (a privately owned store) on the distant side of a perimeter street would not be included. Unfortunately, most law enforcement agencies do not distinguish where a crime occurs with this degree of detail. Crimes are usually located by street and house numbers. With regard to Non-Campus Buildings, such as fraternities and sororities, crimes occurring in those buildings or on the property of that location are reportable. Incidents occurring on the sidewalk or on streets in front of that building would not be included.

4. **Made in Good Faith** – For an incident to be included there must be a determination that the report is made in good faith. Supporting evidence makes this determination easy, but such evidence is not always available. In such a case the credibility of the person making the report is considered. When the incident is reported to us through a law enforcement agency, we assume that this determination has already been made.

5. **Not Unfounded** – If in the case of a particular incident, law enforcement determines that the incident could not have occurred or did not occur, i.e., a false report, the crime would not be included in the annual report.

Security Policies, Procedures and Programs

In this report you will find information about security policies, how to report crimes, the jurisdiction and arrest authority of campus law enforcement and security personnel and information about many campus educational programs. These documents, which come from many different University departments, are gathered together here to assist you in your efforts to arrive at a more complete understanding of the campus climate as it relates to the issues of personal safety, crimes occurring on or near campus and the resources available to you as a student, faculty or staff member.

The collection of data and the evaluation of that data in the preparation of this report is a lengthy process involving many on-campus departments and off-campus agencies. Our purpose is to provide you with the information and the understanding you need to make an informed and reasoned decision about your personal safety as it relates to your time here at Oregon State University.

OSU is a wonderful place to learn, to work and to develop as an individual and as a part of a larger academic community. We hope that you will carefully consider the information contained in this report as you make decisions about your education or career here at OSU.

Crime Definitions

Homicide and non-negligent manslaughter – the willful killing of one human being by another

Negligent manslaughter – The killing of another person by gross negligence

Forcible sex offenses – Forcible is defined as any sexual act directed against another person, forcibly and/or against that person's will; or not forcibly or against the person's will where the victim is incapable of giving consent. There are four types of forcible sex offenses:

- Forcible Rape
- Forcible Sodomy
- Sexual Assault with an Object
- Forcible Fondling

Non-forcible sex offenses – are incidents of unlawful, non-forcible sexual intercourse. Only two types of offenses are included in this definition:

- Incest
- Statutory Rape

Robbery – is 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 – is an unlawful attack by one person upon another for the purpose of inflicting severe or aggravated bodily injury.

Burglary – is the unlawful entry of a structure to commit a felony or a theft.

Motor vehicle theft – is the theft or attempted theft of a motor vehicle.

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

Hate crimes – any of the aforementioned offenses, and any other crime involving bodily injury reported to local police agencies or to a campus security authority, that manifests evidence that the victim was intentionally selected because of the perpetrator's bias. Categories of bias are:

- Race
- Gender
- Religion
- Sexual Orientation
- Ethnicity / National Origin
- Disability

Liquor, drug and weapon law offenses – Any violation of liquor, drug or weapon laws. Driving Under the Influence of Intoxicants is not reportable because it is a driving crime and not a liquor crime unless the driver is also a minor or the means of intoxication is an illegal drug.

Crimes Reported to Oregon State University
For Calendar Year 2009

Total Crimes Reported for: All Reporting Agencies	OSU Campus							Non-Campus			Public Safety			Totals		
	2007		2008		2009		2009	2007	2008	2009	2007	2008	2009	2007	2008	2009
Offense Type (Includes Attempts)	Residence Halls	Other	Residence Halls	Other	Residence Halls	Other	Total on Campus									
Murder / Non-Negligent Manslaughter	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
Forcible Sex Offenses	3	1	2	10	2	2	4	4	3	1	0	1	0	8	16	5
Non-Forcible Sex Offenses	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Robbery	0	1	0	0	0	0	0	0	0	0	0	0	0	1	0	0
Aggravated Assault	0	2	0	1	0	0	0	0	1	2	2	1	1	4	3	3
Burglary	11	32	6	35	7	21	28	16	9	11	0	0	0	59	50	39
Motor Vehicle Theft	0	6	0	12	2	7	9	0	12	2	3	6	4	9	30	15
Arson	0	0	0	0	0	0	0	0	0	1	0	0	0	0	0	1
Hate Crimes*	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Liquor Law Violations																
Arrests	116	298	59	276	99	198	297	9	12	9	119	99	69	542	446	375
Referrals	184	0	346	4	194	7	201	0	0	0	0	1	0	184	351	201
Drug Law Violations																
Arrests	34	36	48	38	49	22	71	2	4	0	21	22	12	93	112	83
Referrals	0	4	91	5	72	1	73	0	0	0	0	0	0	4	96	73
Weapon Law Violations																
Arrests	5	3	0	1	1	3	4	1	0	0	1	6	3	10	7	7
Referrals	0	1	0	0	8	0	8	0	0	0	0	0	0	1	0	8

Annual Fire Safety Report

2010 is the first year that we have been required to provide statistical information about fires occurring within the University residence halls. The report contains information about the number and location of such fires, evacuation plans for the residence halls, fire safety educational opportunities and specific University policies, procedures and programs related to these matters. If you live in or visit the residence halls, please familiarize yourself with this information and contact the UHDS staff working in your building or to answer any questions you may still have.

Fire Statistics

During calendar year 2009, Oregon State University had one fire in an on-campus residence hall. See chart below:

Date / Time	Location	Cause	Injuries	Deaths	Damages
01/22/09	Weatherford Hall	Unintentional - Electrical	0	0	\$2,500.00

On-Campus Student Housing Facility Fire Safety System

The following chart lists the fire safety system for each on-campus student housing facility. Some of the terms are described in more detail immediately after the chart.

Facility	Suppression System	Flow Alarm Activator	Wired/ Addressable Detection	9V Battery Detection Devices	Auto-Dialed/ Monitored System	Hood Suppression Systems	Manual Pull Stations	Battery Backup Exit Signs
Avery	-	-	Silent Knight	-	Yes		✓	75%
Azalea	All	Yes	Silent Knight	-	Yes		✓	75%
Bloss	1st and Basement	Yes	EST3	-	Yes		✓	20%
Buxton	All	Yes	EST3	-	Yes		✓	✓ - All
Callahan	-	-	EST3		Yes		✓	20%
Cauthorn	-	-	EST3	-	Yes		✓	10%
Dixon	All	Yes	Silent Knight	-	Yes		✓	75%
Finley	1st and Basement	Yes	EST3	-	Yes		✓	20%
Halsell	All	Yes	EST3	-	Yes		✓	✓ - All
Hawley	All	Yes	EST3	-	Yes		✓	✓ - All
McNary Hall	All	Yes	Honeywell - FCI	-	Yes		✓	20%
Orchard Court	13 new units	Yes	Siemens	94 Older Units	Yes		✓ - Old units	
Oxford	All	Yes	Silent Knight	-	Yes		✓	75%
Poling	-	-	EST3		Yes		✓	10%
Sackett	-	-	Gamewell	-	Yes		✓	50%
Weatherford	All	Yes	EST3	-	Yes		✓	✓ - All
West Dining	All	Yes	Honeywell - FCI	-	Yes	✓	✓	✓ - All
West Hall	All	Yes	Honeywell - FCI	-	Yes		✓	✓ - All
Wilson	-	-	Est3		Yes		✓	20%

Addressable Detection Systems: If a building is listed as having an addressable detection system above, that means that each smoke or heat detector and pull station in that building is given a specific address on the fire system. When smoke or heat is detected, or a manual pull station is activated, that device is listed on the building fire panels, as well as sent to the Department of Public Safety. This allows first responders to quickly respond to the affected area(s) of a building. All but two of our facilities (Callahan and Wilson halls) currently have addressable detection systems. Systems in these two buildings are currently being upgraded and are expected to be online December 2010. EST3, Silent Knight, Honeywell-FCI, and Gamewell are all brands of addressable detection systems designed to evacuate the building, and notify the Department of Public Safety.

Suppression Systems: If a building is listed as having suppression systems above, that means that the building has been fitted with water fed sprinklers per building code. When a sprinkler head reaches a certain temperature the solder in the head melts and allows water to pass through the sprinkler head. All of our sprinkler systems contain numerous flow switches which, when a sprinkler head is activated, trigger the building's general fire alarm and notify the Department of Public Safety.

Residence Hall Fire Drills

Oregon State University Housing and Dining Services conducted 19 announced fire evacuation drills and 57 unannounced drills at on campus residence halls during calendar year 2009.

University Rules on Portable Electric Appliances, Smoking and Open Flames in Student Housing

1. Absolutely no smoking is permitted in UHDS housing.
2. The following items are prohibited inside of UHDS buildings and within 30 feet of UHDS buildings: Candles/incense (for any purpose, including ceremonial, decorative or burning purposes), open flames, hookahs, combustible materials or liquids, live cut trees, dried plants or other large flammable material. See Appliances section for additional approved and prohibited items. (<http://oregonstate.edu/uhs/appliances>)
3. Light bulbs that generate excessive heat are not allowed in any room or living space. This includes halogen and/or incandescent bulbs that exceed 60 watts.
4. Any bed lofts in the room must follow the rules outlined at the following site. http://oregonstate.edu/uhs/future_students/lofts/index.php
5. Extension cords without fuse protectors are not allowed in the halls or co-ops. See Appliances section for additional approved and prohibited items, including information regarding power strips.
6. Cardboard may not be stored in rooms or recycling spaces in the halls or cooperatives because it is a fire hazard. Take cardboard to the outside collection/recycling sites.
7. Fog, smoke, and haze machines are not allowed in UHDS buildings. These machines can set off false fire alarms and result in large fines which would be the responsibility of the user.
8. Residents engaged in pranks using burning materials or suspected of other arson activities may be referred to the University Police for investigation and prosecuted through the District Attorney's Office. In addition, they are subject to immediate housing removal and other University disciplinary action.
9. Fire alarm pull stations are located in each building. If there is a fire, pull the alarm and evacuate the building immediately.
10. All residents are required to become familiar with the building fire evacuation plan. Each hall and cooperative house has an Emergency Evacuation Plan with detailed instructions for fire safety, evacuation and training requirements.
11. To replace smoke detectors for single-station battery operated alarms, contact hall or coop staff or the Service Center immediately. Never tamper with a smoke detector or remove batteries in a smoke detector. Tampering with fire safety equipment may result in fines and disciplinary action.
12. Any fire equipment that requires maintenance should be reported immediately to a Residential Education staff member or to the Service Center.

Evacuation

1. When a fire or evacuation alarm is activated, all persons inside a residential or dining facility are required to leave the building immediately.
2. Residential Education staff may assist with the evacuation of the building as availability and safety permit.
3. It is the responsibility of all residents to familiarize themselves with proper fire and emergency evacuation procedures. Evacuation guidelines are posted in each room.
4. Failure to respond to a fire alarm or to Residential Education staff requests during an evacuation may result in University disciplinary action and/or municipal fines.
5. When an alarm sounds, follow these guidelines:
 - a. Close room doors and windows.
 - b. Wear shoes and carry or wear a coat.
 - c. Don't panic - move quickly outside the building to at least 50 feet away from the structure and to the designated assembly point, and check in with Residential Education Staff.
6. Do not use elevators as exit routes. Use exterior stairwells or fire escape ladders. As a second option, use a central staircase.

7. If you are on an upper floor and are not able to escape from your room:
 - a. Close your door and seal it off with a towel or blanket. Duct tape often works well to seal cracks.
 - b. Dial 9-1-1 and report your situation to the dispatcher. Don't hang up until directed to do so.
 - c. Hang a bright colored sheet or towel from your window to alert emergency crews to your location.
 - d. Open your upper window for fresh air if necessary. If smoke enters the room from the outside, CLOSE your window immediately.
 - e. Wait for rescue. You can be safe inside your room for a long time as long as you don't panic and open the door or prematurely jump from your window.

Residence Hall Fire Safety Education and Training Programs

Hall Staff will receive quarterly orientation to the operations and locations of the fire alarm system, as well as a review of this plan and their roles. Staff will also conduct a quarterly simulation exercise to practice individual roles.

Residents will receive a general orientation to the systems present in the building during the first week of the residents' arrival. Staff will review evacuation and emergency procedures with residents. Residents will participate in two fire drills during the Fall term and one fire drill during each Winter and Spring term.

Custodial Staff receive a copy of the plan for their review.

Security Staff will receive a copy of the plan for review.

Maintenance Staff, specifically the Fire Prevention Specialist, will receive a copy of the plan for review and approval.

Reporting a Fire Occurring in a University Student Housing Facility

Persons discovering a fire at an OSU on-campus residence hall should report the incident to the Corvallis Fire Department at (9-1-1) or the Department of Public Safety Dispatch Center at 541-737-7000.

Fire Log

The University Fire Prevention Officer maintains, available for public inspection upon request, a fire log, generated through a database system that includes a listing of all fires that occur in the residence hall. The report includes the nature, date, time and general location of each fire. The log may be viewed at the Department of Public Safety main office, Cascade Hall, room 200, 601 SW 17th Street, OSU campus.

Policy, Procedure and Program Descriptions

The Jeanne Clery Disclosure of Campus Security Policy and Campus Crime Statistics Act (the Clery Act) and the Higher Education Opportunity Act (HEOA) require that we publish to the community information about various policies, procedures and programs (PP&P) that are in place here at OSU. Below you will find a brief description of these PP&P as they have been implemented in compliance with these requirements.

Alcohol and Drug Abuse Education Programs

The University has developed a program to prevent the illicit use of drugs and the abuse of alcohol by students and employees. The program provides services related to drug use and abuse including

dissemination of informational materials, educational programs, counseling services, referrals and University disciplinary actions. OSU's Student Health Services Office provides an overall coordination of the Drug-Free School Program. However, many services are the responsibility of other areas of the institution. These include:

- Alcohol and Drug Education:** Student Health Services, Employee Assistance Program
- Counseling Services:** Counseling and Psychological Services, University Nurse, and Employee Assistance Program
- Referral Services:** The Office of Student Conduct and Community Standards and the Employee Assistance Program, Department of Health Promotion
- College Disciplinary Actions:** Office of Human Resources, University Housing and Dining Services, and Office of Student Conduct and Community Standards

Local, State and Federal Legal Sanctions

The State of Oregon sets 21 as the minimum age to purchase or possess any alcoholic beverage. Specific ordinances regarding violations of alcohol laws, including driving while intoxicated, are available from the Department of Public Safety. Among those laws are the following:

1. Persons under age 21 found possessing alcohol may be given a maximum fine of \$182.00 and lose their license for one year.
2. Persons convicted of buying alcohol through fraudulent means face a possible \$1000 fine and/or one year in jail.
3. Persons convicted of furnishing alcohol to a minor face a \$350.00 fine for the first offense.

Penalties for these offenses increase for second and subsequent offenses.

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

Alcohol Use Policy

The possession, sale or the furnishing of alcohol on the University campus is governed by OSU Alcohol Policy and Oregon state law. Laws regarding the possession, sale, consumption or furnishing of alcohol is controlled by the Oregon Liquor Control Commission (OLCC). However, the enforcement of alcohol laws on campus is the primary responsibility of the University Patrol Office of the Oregon State Police. The OSU campus has been designated "Drug free" and only under certain circumstances is the consumption of alcohol permitted. The possession, sale, manufacture or distribution of any controlled substance is illegal under both state and federal laws. Such laws are strictly enforced by the Oregon State Police.

Violators are subject to University disciplinary action, criminal prosecution, fine and imprisonment. It is unlawful to sell, furnish or provide alcohol to a person under the age of 21. The possession of alcohol by anyone under 21 years of age in a public place or a place open to the public is illegal. It is also a violation of the OSU Alcohol Policy for anyone to consume or possess alcohol in any public or private area of campus, unless such use is consistent with prior University approval or the University Housing and Dining Policy Guide. Organizations or groups violating alcohol/substance policies or laws may be subject to sanctions by the University.

Building Security Policy

During business hours, the University (excluding certain housing facilities) will be open to students, parents, employees, contractors, guests, and invitees. During non-business hours access to all University facilities is by key, if issued, or by admittance approved by the Department of Public Safety. In the case of periods of extended closing, the University will admit only those persons with prior written approval for the building or facility they wish to enter.

Residence halls are secured 24 hours a day, such that all access is limited to faculty, staff or student residents with keycards, residents' guests or others with advance permission from University Housing and Dining Services. Over extended breaks, the doors of all residence halls will be secured around the clock. Other non-residence hall facilities have individual hours, which vary at different times of the year.

Examples are the Education Hall, the Valley Library, and Langton Hall. In these cases, the facilities will be secured according to schedules developed by the department responsible for those facilities.

Emergencies may necessitate changes or alterations to any posted schedules. Areas that are revealed to be problematic will have security surveys conducted. This information shall be forwarded to the appropriate building manager for resolution. Administrators from the Dean's Office, Facilities Services, University Housing and Dining Services, or other concerned areas also review these results. These surveys examine security issues such as landscaping, locks, alarms, lighting, and communications.

Security concerns discovered by or reported to the Department of Public Safety are reviewed daily and contact is made with building managers and other persons with authority to resolve them in a timely manner.

Campus Disciplinary Procedures

576-015-0020

Offenses Proscribed by the University

A Student or Student Organization found to have committed any of the following proscribed acts is subject to sanctions under these rules:

(1) Obstruction or disruption of teaching, learning, research, administration, disciplinary procedures, or other institutional activities, including the institution's public service functions or other authorized activities on institutionally-owned or controlled property. Disruptive behavior may include but is not limited to the following, where it has the effect of obstructing or disrupting the University activities listed above:

- (a) Repeatedly leaving and entering the classroom without authorization;
- (b) Making loud or distracting noises;
- (c) Arriving late or leaving early;
- (d) Persisting in speaking without being recognized;
- (e) Behavior that would cause a reasonable person to fear for his or her safety.

(2) The instructor has authority to manage the classroom environment, which may include requiring a Student to leave when the Student's behavior disrupts the teaching or learning environment. If the Student refuses to leave, the instructor may call the Department of Public Safety for assistance and should submit an Incident Report Form to SCCS to initiate disciplinary proceedings.

(3) Academic or Scholarly Dishonesty:

(a) Academic or Scholarly Dishonesty is defined as an act of deception in which a Student seeks to claim credit for the work or effort of another person, or uses unauthorized materials or fabricated information in any academic work or research, either through the Student's own efforts or the efforts of another.

(b) It includes:

(A) **CHEATING** -- use or attempted use of unauthorized materials, information or study aids, or an act of deceit by which a Student attempts to misrepresent mastery of academic effort or information. This includes but is not limited to unauthorized copying or collaboration on a test or assignment, using prohibited materials and texts, any misuse of an electronic device, or using any deceptive means to gain academic credit.

(B) **FABRICATION** -- falsification or invention of any information including but not limited to falsifying research, inventing or exaggerating data, or listing incorrect or fictitious references.

(C) **ASSISTING** -- helping another commit an act of academic dishonesty. This includes but is not limited to paying or bribing someone to acquire a test or assignment, changing someone's grades or academic records, taking a test/doing an assignment for someone else by any means, including misuse of an electronic device. It is a violation of Oregon state law to create and offer to sell part or all of an educational assignment to another person (ORS 165.114).

(D) **TAMPERING** -- altering or interfering with evaluation instruments or documents.

(E) **PLAGIARISM** -- representing the words or ideas of another person or presenting someone else's words, ideas, artistry or data as one's own, or using one's own previously submitted work. Plagiarism includes but is not limited to copying another person's work (including unpublished material) without appropriate referencing, presenting someone else's opinions and theories as one's own, or working jointly on a project and then submitting it as one's own.

(c) Academic Dishonesty cases are handled initially by the academic units, following the process outlined in the University's Academic Dishonesty Report Form, and will also be referred to SCCS for action under these rules.

(4) Obstruction or disruption that interferes with freedom of movement, either pedestrian or vehicular, on institutionally-owned or controlled property.

(5) Hazing, defined as any action that endangers the physical, emotional, mental health or safety of an individual, or destroys or damages personal property for the purpose of initiation, membership, admission or participation in a group or organization. Expressed or implied consent of the person subject to hazing is not a defense. Apathy and acquiescence in the presence of hazing are not neutral acts; they are violations of this rule. Acts that constitute hazing when they endanger the physical, emotional, mental health or safety of an individual, or destroy or damage personal property, include but are not limited to:

(a) Acts that are prohibited under any applicable law, including but not limited to ORS 163.197, under which hazing is a criminal violation;

(b) Interfering with a Student's academic performance by denying sufficient time for class, study or other academic activities;

(c) Compelling ingestion of any substance;

(d) Compelling participation in physical activities such as calisthenics, exercise, or other games or activities requiring physical exertion;

(e) Compelling exposure to weather elements or other physically or emotionally uncomfortable situations;

(f) Compelling excessive fatigue from sleep deprivation, physical activities, or exercise;

(g) Committing any act of physical brutality against another including but not limited to paddling, striking with fists, open hands or objects, and branding;

- (h) Kidnapping or transporting another with the intent of stranding him or her;
- (i) Compelling conduct that can be reasonably expected to embarrass or adversely affect the dignity of another, including the performance of public stunts and activities such as scavenger hunts;
- (j) Intentionally creating work or labor for another;
- (k) Compelling another to commit any sexual act or engage in lewd behavior;
- (l) Compelling any act that results in the destruction, defacement or removal of private or public property
- (6) Harassment, defined as conduct of any sort directed at another that is severe, pervasive or persistent, and is of a nature that would cause a reasonable person in the victim's position substantial emotional distress and undermine his or her ability to work, study or participate in his or her regular life activities or participate in the activities of the University, and actually does cause the victim substantial emotional distress and undermines the victim's ability to work, study, or participate in the victim's regular life activities or participate in the activities of the University. Stalking behavior that meets this definition constitutes Harassment within the meaning of this rule.
- (7) Sexual Harassment, as defined in the University's Policy on Sexual Harassment.
- (8) Discriminatory Harassment, as defined in the University's Policy on Discriminatory Harassment.
- (9) Possession or use of firearms, explosives, dangerous chemicals, or other dangerous weapons or instrumentalities on institutionally-owned or controlled property, in contravention of law or institutional rules.
- (10) Illegal use, possession, or distribution of drugs or illegal substances on institutionally-owned or controlled property.
- (11) Alcohol violations, including possession or consumption of alcohol by persons less than 21 years of age, furnishing alcohol to persons less than 21 years, or consumption of alcohol by a Student of any age in violation of the University's rules or policies on alcoholic beverages on University owned or controlled property or at University sponsored or supervised activities.
- (12) Rape, sexual assault, or unwanted sexual contact of any kind, and the threat of such contact, are prohibited, as is any physical abuse. Sexual contact shall be considered "unwanted" or without consent if no clear consent is freely given; if inflicted through force, threat of force, or coercion; or if inflicted upon a person who is unconscious or otherwise without the physical or mental capacity to consent. If sexual contact is inflicted on someone who is intoxicated or impaired in the exercise of their judgment by alcohol or drugs, it may be considered without consent.
- (13) Detention or physical abuse of any person or conduct that threatens imminent bodily harm or endangers the health of any person on any institutionally-owned or controlled property.
- (14) Invasion of another's privacy, where that person has a reasonable expectation of privacy, including but not limited to the use of electronic devices to make an unauthorized audio or video recording of any person while on University owned or controlled property without his or her prior knowledge, or without his or her effective consent, when such a recording is of information or of images taken from or of a person at a time and place where she or he has a reasonable expectation of privacy and where the recording is reasonably likely to cause injury or distress.
- (15) Unauthorized recording of a class or of organizational or University meetings. To obtain the required authorization, the Student or Student Organization must obtain expressed permission from the faculty

member, Student Organization, or University representative or official in charge of the class, meeting, or activity.

(16) Malicious damage, misuse or theft of institutional property, or the property of any other person where such property is located on institutionally-owned or controlled property or, regardless of location, is in the care, custody, or control of an institution.

(17) Refusal by any person while on institutional property to comply with an order of the President or appropriate authorized official to leave such premises because of conduct proscribed by this rule when such conduct constitutes a danger to personal safety, property, or educational or other appropriate institutional activities on such premises.

(18) Unauthorized entry to or use of institutional facilities, including buildings and grounds.

(19) Smoking in unauthorized areas in violation of OAR 576-040-0010.

(20) Falsification or misuse of University information, including but not limited to records, permits, documents, computer resources, identification cards, etc.; or the furnishing of false or misleading information to the University or its representative; or refusal to provide one's name, class, school, and local address when requested by a University official, provided the official is identified and indicates legitimate reason for the request.

(21) Unauthorized use of University computing resources in violation of the University's Acceptable Use of Computing Resources Policy.

(22) Inciting others to engage in any of the conduct or to perform any of the acts prohibited herein. Inciting means that advocacy of proscribed conduct which calls on the person or persons addressed for imminent action, and is coupled with a reasonable apprehension of imminent danger to the functions and purposes of the institution, including the safety of persons and the protection of its property.

(23) Violating the State Board of Higher Education's Policy on Intercollegiate Athletics as described in Section 8 of its Internal Management Directives, specifically including the subsection thereof entitled Code of Ethics.

(24) Violation of any federal or state law or city or local ordinance or University rule or policy that applies to the Student.

Stat. Auth.: ORS 351.070

Stats. Implemented: ORS 351.070

Hist.: OSU 1-1991, f. & cert. ef. 3-6-91; OSU 8-1995, f. & cert. ef. 12-29-95; OSU 4-1996, f. & cert. ef. 6-21-96; OSU 4-1998, f. & cert. ef. 6-24-98; OSU 4-1999, f. & cert. ef. 7-17-99; OSU 2-2002, f. & cert. ef. 2-25-02; OSU 2-2010, f. 6-30-10, cert. ef. 7-1-10

576-015-0021

Violations of the Student Conduct Code by Student Organizations

When members of a Student Organization act together in a way that violates the Student Conduct Code, the Student Organization is expected to hold itself accountable.

(1) When a potential Organization Violation of the Student Conduct Code occurs, SCCS may review the incident to determine the appropriate process for resolution. Generally, the University will expect a Student Organization to hold itself accountable for the acts of its members when those acts are related to the Student Organization's activities.

(a) The Student Organization or its governing body will notify SCCS and keep it informed at all stages of the process.

(b) The University, through SCCS, reserves the right to take immediate jurisdiction at its discretion. The Student Organization or governing body may still hold its members accountable in the situation, but must do so in conjunction with SCCS.

(2) If a person affected by the alleged violation is not satisfied with the action taken by the Student Organization, that person may file a grievance with the appropriate governing body or, if none exists, with SCCS.

(3) If, in the judgment of the Director of SCCS, sufficient action is not taken in a timely manner by the Student Organization, the case will be reviewed for possible action by SCCS.

(4) In deciding whether the Student Organization is responsible for the violation, the University will consider whether one or more of the following factors are present:

(a) The violation arises out of an event sponsored, organized, financed, or endorsed by the Student Organization;

(b) The violation occurs on premises owned or controlled by the Student Organization;

(c) The leadership of the Student Organization had knowledge, or should have had knowledge, of the likelihood that a violation would occur and failed to take corrective action; or

(d) A pattern of individual violations is found to have existed without proper and appropriate group control, remedy, or sanction.

Stat. Auth.: ORS 351.070

Stats. Implemented: ORS 351.070

Hist.: OSU 2-2010, f. 6-30-10, cert. ef. 7-1-10

576-015-0030

Sanctions

The University utilizes an educational and restorative sanctioning model. The sanction applied will be commensurate with the violation committed and become progressively more demanding or severe if the Student or Student Organization repeats violations, demonstrating that learning has not taken place. An accumulation of a variety of violations may result in severe sanctions such as deferred suspension, suspension, and expulsion. Violations that affect the health, safety and well being of the community are deemed the most severe and may result, upon the first violation, in a suspension or expulsion. Students or Student Organizations exhibiting behavior that violates any part of the Student Conduct Code are subject to one or more of the following:

(1) Warning: Official notice to a Student or Student Organization exhibiting behavior that violates any part of the Student Conduct Code. The continuation of such behavior may result in further conduct action.

(2) Required Educational Activities: Mandatory participation in educational activities. Such Education Activities include but are not limited to completion of a report or attendance at a seminar or other educational program or presentation.

(3) University/Community Service Work Hours: A Student or Student Organization is required to complete a specified number of hours of service to the University or general Community.

(4) Behavior Expectations Agreement: A contract between the University and the Student outlining specific behavior expectations.

(5) Restitution: The Student or Student Organization is required to provide reimbursement by dollar amount, by transfer of property, or by provision of services to the University or a member of the University community in accordance with the nature of the violation and in an amount not in excess of actual expenses, damages, or losses incurred.

(6) Restrictions: Removal from a Student Organization, denial of entry to specific University facilities or other restrictions consistent with the violation committed. For a Student Organization, restrictions may include denial of specific University privileges including but not limited to sponsored social activities, sponsored parties or philanthropy, participation in intramurals, representing the University and any travel in connection with such representation, recruitment, membership or representation on a governing council, use of space for a meeting or event on campus, participation in competition and events, and receipt of institutional funding.

(7) No Contact Order: A No Contact Order is a directive to a Student or Students to refrain from any intentional contact, direct or indirect, with one or more designated persons through any means including personal contact, e-mail, telephone, or third parties.

(8) Academic Sanction: Students whose behavior is found to constitute Academic or Scholarly Dishonesty as defined in OAR 576-015-0020(2) are subject to additional academic sanctions, which may include but are not limited to failing the course, removal from an academic department, or removal from a college. Academic sanctions are imposed by the instructor, department chair or dean and are noted on the Academic Dishonesty Report Form in accordance with Academic Regulation 15.

(9) Removal from a Class: A Student's removal from a class may be temporary or permanent. Permanent removal from a class may be authorized by the Director of SCCS with concurrence from the Dean of the College in which the class is offered. A Student who is permanently removed from a class will receive a "W" (Withdrawal) on the academic transcript. No refunds for tuition or other class fees will be made.

(10) Conduct Probation: Placement on probationary status during which there is observation and review of behavior and the Student or Student Organization must demonstrate compliance with the Student Conduct Code. Terms of the Conduct Probation will be determined at the time the probation is imposed and may include additional sanctions including but not limited to loss of privileges, restrictions, restitution, and/or required educational activities.

(11) Conduct Suspension:

(a) Deferred Suspension: Placement on deferred suspension status during which there is observation and review of behavior. If the Student or Student Organization is found to further violate the Student Conduct Code during this period then the Student/Student Organization is suspended without further hearings. Deferred Suspension may be for a period of one term up to and including the remainder of a Student's enrollment at the University; Deferred Suspension for a Student Organization is generally for one year but may be up to three years.

(b) Suspension:

(A) Student -- Exclusion from the University and all University property for a specified period of time. The Department of Public Safety will exclude the Student from OSU campus upon Suspension. Suspended Students are denied the privileges and services provided to currently enrolled Students, including residing in University-owned or recognized Student housing, attending class, or using other University services or facilities. Suspension is generally for one year, however the period of Suspension may be specified for any period of time;

(B) Student Organization -- Loss of University recognition or registration for a specified period of time. The Organization must comply with all sanctions prior to being registered or recognized again. While a Student Organization is suspended it may not use University resources;

(C) The conditions of Suspension take effect immediately after the Student or Student Organization has been informed of the decision. If an appeal is filed, the imposition of the Suspension will be delayed until the conclusion of the appeal process. However, if a pending conduct hearing or appeal may result in Suspension as determined by the Director of SCCS, awarding of a Student's academic degree will be postponed pending the outcome of the conduct hearing.

(12) Expulsion: Permanent Conduct Suspension.

(13) Degree Revocation.

[Publications: Publications referenced are available from the agency.]

Stat. Auth.: ORS 351.070

Stats. Implemented: ORS 351.070

Hist.: OSU 1-1991, f. & cert. ef. 3-6-91; OSU 1-1993, f. & cert. ef. 5-7-93; OSU 1-2001, f. & cert. ef. 2-21-01; OSU 2-2010, f. 6-30-10, cert. ef. 7-1-10

Q: Why would I be sent a notice to contact the Office of Student Conduct & Community Standards?

A: Because the Office of Student Conduct & Community Standards serves as the central coordinating office for violations of University Student Conduct Regulations, our office acts on information we receive from law enforcement, faculty, staff, students or others about possible violations. The Conduct office serves to investigate the matter and, if warranted, initiate the conduct review process.

Q: How am I notified about a possible student conduct violation?

A: Typically you would receive a letter (or e-mail if there is no local address listed in Banner) informing you of the information we received and notifying you that the conduct review process has been initiated. The letter explains the process and advises you to contact us to schedule an appointment to review the information with a member of the Student Conduct staff.

Q: What are my rights and responsibilities?

A: Rights: During the conduct review process you have the following rights:

To bring a third part advisor to any proceedings. If you would like, the Associated Students of Oregon State University (ASOSU) Office of Legal Advocacy is available to assist you with this matter. That office is located in Snell 131, 541-737-6349.

To request a formal proceeding with the Student Conduct Committee.

To have knowledge of the charges in order to prepare a response.

To challenge the statements of the complainant(s) and present information in your own behalf in a fair and unbiased hearing.

To be notified in writing of the outcome of the hearing within three days, excluding weekends or holidays.

To appeal sanctions if any are assigned.

A: Responsibilities: During the conduct review process you have the following responsibilities:

During the conduct review process you are responsible to acknowledge receiving the notification, to make an appointment, and to take action to resolve the matter.

Q: What can I expect from the meeting?

A: You will meet with the Director of Student Conduct or a designee (typically the Conduct office Graduate Assistant). The University's Student Conduct policies, procedures, and the different types of hearings that may be used to resolve the situation will be explained. You will select a hearing process. Most cases are reviewed in an informal administrative hearing though you have a right to a formal hearing before the Student Conduct Committee. The hearing is your opportunity to provide information about the alleged violation. After the incident is discussed a decision will be made on whether or not a violation occurred and whether or not you are responsible.

Q: How long does review take?

A: Most cases are resolved at the meeting that lasts about 45 minutes. If information is presented that requires verification or if you or the Conduct staff feels additional time is needed, the review could be concluded at another meeting. It is always preferable to avoid undue delay.

Q: What if I am found responsible for violating conduct regulations?

A: If you are found responsible you might be assigned sanctions and developmental activities that could include educational activities, restitution, restrictions, community service, etc. Also, your confidential conduct record is kept on file in the Conduct office according to the University's records rules (normally five years, ten years in cases of suspension, 75 years in cases of expulsion).

Q: Will I be expelled?

A: Some violations of Student Conduct regulations may result in suspension or expulsion. Those cases are generally heard by the Student Conduct Committee.

Q: What if I disagree with the decision?

A: You have a right to appeal a decision made by the Office of Student Conduct & Community Standards. Follow this link to the [student conduct disciplinary appeal regulations](#). When you exercise this right it is your responsibility to initiate the appeal process and follow through with all of the steps.

Q: I'm already handling my situation with the courts so why do I have to deal with the Conduct office?

A: When you agree to be a student at OSU by accepting admittance, you are also agreeing to follow Student Conduct Regulations. Conduct has jurisdiction if the reported incident occurred on University owned or controlled property. Also, it is a breach of Student Conduct Regulations to violate any federal or state law or local ordinance. Conduct's interest is not the same as the courts. As a unit in the Office of Dean of Student Life, Conduct seeks to assist you to think about, evaluate, and become accountable for personal behavior. Thus, while the court may impose fines, Conduct would respond to your violation in a way that facilitates academic and personal success.

Q: Does being found responsible for a University Student Conduct Regulation give me a criminal record?

A: No. Being found responsible for violating a University Student Conduct Regulation will only create a University conduct record.

Q: What happens when I have a University conduct record?

A: Your University Conduct record is confidential. That means that unless the University has permission from you to disclose information in your record no information may be disclosed. The exception may be what is known as "educational need-to-know" which is limited sharing of information to specific University officials involved in the matter.

Q: Is this conduct record on my transcript?

A: Disciplinary action is normally visible only when the outcome of the conduct review process results in suspension or expulsion.

Q: If I'm involved in a conduct case will my name be in the newspaper?

A: Conduct does not provide student information to any media source as our work is governed by FERPA (Federal Family Educational Rights and Privacy Act of 1974), Oregon Revised Statutes 351.065, and Oregon Administrative Rule 576-020-0005, all of which restrict access to records. That means that the information we receive from law enforcement concerning OSU students becomes part of the student record and therefore confidential. However, your name might be in the newspaper because law enforcement activity logs are considered public information thus available to media staff.

Q: Will my parents be notified if I am found responsible for violating University Student Conduct Regulations?

A: Not by us.

**Oregon State University
Philosophy on Student Conduct**

The goal of Oregon State University is to provide students with a general education so that they will acquire knowledge, skills, and wisdom to deal with and contribute to contemporary society in constructive ways.

The State Board of Higher Education and the University, through the Student Conduct Committee (5 faculty and 5 students), have established regulations and policies deemed necessary to achieve the University's objective as an educational institution. All members of the University community have a strong responsibility to protect and maintain an academic climate in which the freedom to learn can be enjoyed by all.

If an individual's conduct does not meet University standards, the possibility of disciplinary action arises. The Student Conduct Program attempts to emphasize those kinds of experiences that assist the individual involved to think out, evaluate, and become accountable for personal behavior; to establish a personal code of conduct; and if need be, to redirect behavior in order to meet University expectations.

In enforcing student conduct regulations, the University follows due process procedures. Great emphasis is placed on the consideration of each individual case rather than attempting to have matching "penalties" or actions for specific incidents. *The ultimate objective of the Student Conduct Program is treatment in their relationships with the institution.* Through a fair consideration of all factors in each case, an attempt is made to prevent arbitrary and authoritarian action by an administrator or by student groups. Members of the staff of the Student Conduct Program are available to consult with and counsel students who believe that their individual rights have been violated or who are experiencing behavioral difficulties.

Clery Act Compliance Policy

Annual Disclosure of Crime Statistics

The Oregon State University Department of Public Safety prepares this report to comply with the Jeanne Clery Disclosure of Campus Security Policy and Crime Statistics Act. The full text of this report can be located on our web site at:

http://oregonstate.edu/dept/security/ccr_clery_act/statistics.php

You will also be able to connect to our site via the OSU Home page at <http://oregonstate.edu/>. This report is prepared in cooperation with the local law enforcement agencies surrounding our main campus and alternate sites, University Housing and Dining Services and the Office of Student Conduct and Mediation. Each entity provides updated information on their educational efforts and programs to comply with the Act.

Campus crime, arrest and referral statistics include those reported to the University Patrol Office of the Oregon State Police, designated campus officials (including but not limited to directors, deans, department heads, designated OSU staff, advisors to students/student organizations, athletic coaches), and local law enforcement agencies. These statistics may also include crimes that have occurred in private residences or businesses and is not required by law. Department of Counseling and Psychological Services staff informs their clients of the procedures to report crime to the Department of Public Safety on a voluntary or confidential basis, should they feel it is in the best interest of the client. A procedure is in place to anonymously capture crime statistics disclosed confidentially during such a session.

Each year, an e-mail notification is made to all enrolled students that provides the web site to access this report. Faculty and staff receive a similar notification via e-mail as well. Copies of the report may also be obtained at the Department of Public Safety located in Cascade Hall, Room 200 at the south east corner of Washington Way and 17th St. on the OSU campus or by calling (541) 737-3010. All prospective employees may obtain a copy from Human Resources in Kerr Administration, Room 122 or by calling (541) 737-0551, and the web site address will be attached to OSU employment applications.

Voluntary Confidential Reporting of Crime Statistics from Counseling and Psychological Services Clients

The University Patrol Office of the Oregon State Police encourages anyone who is the victim or witness to any crime to promptly report the incident to the police. Because police reports are public records under state law, the Oregon State Police cannot hold reports of crime in confidence. Confidential reports for purposes of inclusion in the annual disclosure of crime statistics can generally be made to other OSU campus security authorities, as identified below.

Counselors who work with the Sexual Assault Support Services Office are advised to assist survivors of sexual assault to make an official report of the attack to law enforcement and/or the Office Student Conduct and Community Standards. In cases where the survivors do not wish to make an official report the counselors are instructed to encourage voluntary, confidential reporting at the SASS web site:

https://surveys.bus.oregonstate.edu/BsgSurvey2_0/main.aspx?SurveyID=3909&cmd=survey

Official reports of sexual assault that occur on campus should be made to the University Patrol Office of the Oregon State Police as 541-737-3010 (non-emergency) or 541-737-7000 (Emergency only). Off campus incidents should be reported to the law enforcement agency with jurisdiction in the area.

Confidential Reporting of Crimes Generally

If you are the victim of a crime and do not want to pursue action within the University system or the criminal justice system, you may still want to consider making a confidential report. With your permission, the Director or a designee of Oregon State University Department of Public Safety can file a report on the details of the incident without revealing your identity. The purpose of a confidential report is to comply with your wish to keep the matter confidential, while taking steps to ensure the future safety of yourself and others. With such information, the University can keep an accurate record of the number of incidents involving students, determine where there is a pattern of crime with regard to a particular location, method, or assailant, and alert the campus community to potential danger. Reports filed in this manner are counted and disclosed in the annual crimes statistics for the institution.

Criminal Activity Off Campus

The Office of Student Conduct and Community Standards maintains contact with recognized fraternity and sorority organizations through the efforts of the Greek Affairs Advisor. Neither the University Department of Public Safety, nor the University Patrol Office of the Oregon State Police provides law enforcement service to off-campus residences of any students or fraternity and sorority organizations. No off-campus activities are monitored by University authority. Criminal activity at all off-campus residences (including fraternity and sorority residences) is monitored and recorded by the Corvallis Police Department. The Office of Student Conduct and Community Standards and the Oregon State Police enjoy a close working relationship with the Corvallis Police Department. This cooperative team approach addresses situations as they arise as well as future concerns.

Crime Prevention Programs

Crime prevention programs on personal safety and theft prevention are sponsored by various campus organizations throughout the year. The University Patrol Office of the Oregon State Police facilitates programs for student, parent, faculty, and new employee orientations. Student and community organizations provide a variety of educational strategies and tips on how to protect oneself from sexual assault, theft and other crimes. Additionally, University Housing and Dining Services provide crime prevention programs for on-campus residents and resident advisers throughout the academic year

Tip: To enhance personal safety, and especially after an evening class, walk with friends or someone from class that you know well, or call SAFERIDE at extension (7-2252) on campus or (541) 737-2252 off campus for an escort.

Policy for Reporting Annual Crime Statistics

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You will also be able to connect to our site via the OSU Home page at <http://oregonstate.edu/>.

This report is prepared in cooperation with the local law enforcement agencies surrounding our main campus and alternate sites. University Housing and Dining Services, University Office of Student Affairs, University Student Health Services, University Department of Counseling and Psychological Services, the Human Resources Office, the Office of Affirmative Action and the University Office of Student Conduct and Community Standards

Campus crime, arrest and referral statistics include those reported to the University Patrol Office of the Oregon State Police, designated campus officials (including but not limited to directors, deans, department heads, designated OSU staff, advisors to students/student organizations, athletic coaches), and local law enforcement agencies. These statistics may also include crimes that have occurred in private residences or businesses, even if such disclosures are not required by law. Department of Counseling and Psychological Services staff informs their clients of the procedures to report crime to the Department of Public Safety on a voluntary or confidential basis, should they feel it is in the best interest of the client. A procedure is in place to anonymously capture crime statistics disclosed confidentially during such a session.

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Drug Use Policy

The OSU campus has been designated "Drug free" and only under certain circumstances is the consumption of alcohol permitted. The possession, sale, manufacture or distribution of any controlled substance is illegal under both state and federal laws. Such laws are strictly enforced by the Oregon State Police. Violators are subject to University disciplinary action, criminal prosecution, fine and imprisonment.

Emergency Response

The University's Incident Manual includes information about Incident Teams, University operating status parameters; incident priorities and performance expectations; shelter-in-place and evacuation guidelines; and local contingency and continuity planning requirements. University Departments are responsible for developing contingency plans and continuity of operations plans for their staff and areas of responsibility. The University conducts numerous emergency response exercises each year, such as table top exercises, field exercises, and tests of the University Emergency Notification System on campus. These tests are designed to assess and evaluate the emergency plans and capabilities of the institution. The Director of Public Safety and the OSU Campus Emergency Coordinator are responsible for scheduling at least one exercise of the University's Emergency Response Plan per year and keeping records regarding that exercise:

OSU-Oregon State Police (OSU-OSP) Troopers and supervisors have received training in Incident Command and Responding to Critical Incidents on Campus. When a serious incident occurs that causes an immediate threat to the campus, the first responders to the scene are usually the OSP, Corvallis Police Department (CPD) and the Corvallis Fire and Emergency Medical Services Department (CFD), and they typically respond and work together to manage the incident. If DPS receives a report of an emergency or potential campus threat, it will immediately notify appropriate emergency response personnel (fire, medical, law enforcement, etc.) to provide emergency services. Depending on the nature of the incident, other OSU departments and other local or federal agencies may also be involved in responding to the incident. Officers with the Department of Public Safety may operate in a support role during emergencies and provide assistance to OSP and other emergency response personnel.

Annual Exercise

The exercise shall be designed to test the effectiveness of the Emergency Response Plan. It will be designed to test the University's ability to respond to specific types of emergencies, such as fires, natural disasters, chemical spills, or active shooter incidents. The exercise may be conducted as a "Table-Top" scenario or a walk-through drill involving multiple agencies and personnel performing actual response in mock situations.

Follow-up and Record Keeping

Post-exercise evaluations will be conducted to determine what portions of the Emergency Response Plan worked properly and what areas need improvement. Records of all exercises will be kept and include the following information: the type of exercise conducted, The date and time of the exercise, the names of all departments or agencies that participated in the exercise and the management person representing that unit, an indication whether the exercise was announced or unannounced; and records of the exercise will be made available to the University community through the student newspaper, the DPS web site or by email through the University global lists

Detailed information about and updates to the OSU Incident Manual, as well as Departmental Contingency and Continuity Plans and information regarding specific kinds of emergencies, are available on the Campus Advisories web site at:

http://oregonstate.edu/dept/security/emergency_info

All faculty, staff, and students of Oregon State University are notified by email on an annual basis that they are required to notify OSU-OSP of any situation or incident on campus that involves a significant emergency or dangerous situation that may involve an immediate or on-going threat to the health and safety of students and/or employees on campus. OSU-OSP has the responsibility of responding to, and summoning the necessary resources, to mitigate, investigate, and document any situation that may cause a significant emergency or dangerous situation. In addition, OSU-OSP has a responsibility to respond to

such incidents to determine if the situation does in fact, pose a threat to the community. If that is the case, OSU-OSP will notify the DPS Director, who will follow the procedures described below about notifying the community through OSU's Emergency Notification System.

Notification to the OSU and Larger Community about an Immediate Threat

DPS, OSP and the University Department of News and Communication Services receive information from various offices/departments on campus, such as the Office of Environmental Health and Safety (EH&S), Radiation Safety, and others. The Director of DPS and the Station Commander of OSU-OSP will authenticate the report and confirm whether there is an emergency or dangerous situation that poses an immediate threat to the health or safety of some or all members of the OSU Community. In that event, the Director of DPS, the Station Commander of OSU-OSP and the Director of News and Communication Services will determine the appropriate segments of the campus or larger community to receive emergency notification and determine the contents of that communication. When an emergency as described above is confirmed, the Director of DPS, the Station Commander of OSU-OSP and the Director of News and Communication Services will, without delay and taking into account the safety of the community, initiate the notification system using some or all of the systems described below, unless issuing a notification will, in the judgment of the first responders (including, but not limited to: OSP, CPD, and/or the CFD), compromise the efforts to assist a victim or to contain, respond to, or otherwise mitigate the emergency.

The University's Emergency Notification System has various means for communicating information quickly. Some or all of these methods of communication may be activated in the event of an immediate threat to the OSU campus community. These methods of communication may include printed notices posted at campus locations affected by the emergency, network emails, emergency text messages and voice mail messages that can be sent to a phone or PDA. Individuals can sign up for this service on the OSU website at: <http://oregonstate.edu/helpdocs/osualert>. Under the heading "How do I access or sign up for OSU alerts," click on the Log In link and you will be able to register for these alerts.

Individuals can also call an OSU recorded information telephone line at 541-737-8000 for updates in the event of an emergency on campus. Command staff for Corvallis Police Department and the Benton County Sheriff's Office as well as staff members from the local Benton County 9-1-1 Dispatch Center have been included to receive emergency messages from our Emergency Notification System. Additionally, DPS and OSP vehicles are equipped with Public Address Systems and these vehicles can be strategically placed throughout the campus to facilitate communication through the PA system. The Director of University News and Communication may issue a press release through local newspaper, radio or television media.

Emergency Evacuation Drills

Evacuation drills are coordinated by UHDS each term for all residential facilities on campus. Two drills occur at each residence hall during fall term (one announced and one unannounced). For Winter and Spring term one unannounced drill is conducted in each hall each term. During the drills, students are informed of the locations of the emergency exits in the buildings and are provided guidance about the direction they should travel when exiting each facility for a short-term building evacuation. The University does not tell residents in advance about the designated locations for long-term evacuations because those decisions are affected by time of day, location of the building being evacuated, the availability of the various designated emergency gathering locations on campus, and other factors such as the location and nature of the threat. In all cases, OSU and UHDS staff on the scene will communicate information to students regarding the developing situation or any evacuation status changes.

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

provides the University with an opportunity to test the operation of fire/emergency alarm system components.

Evacuation drills are monitored by the UHDS staff to evaluate egress and behavioral patterns. Participating departments prepare reports that document a description of each exercise, the date and time of the exercise and whether it was announced or unannounced. The reports also identify deficient equipment so that repairs can be made as soon as practicable. Recommendations for improvements are also submitted to the appropriate departments/offices for consideration.

Students receive information about evacuation and shelter-in-place procedures during their first floor meetings and during other educational sessions available throughout the year. The House Staff members are trained in these procedures as well and act as an on-going resource for the students living in residential facilities.

UHDS coordinates announced and unannounced evacuation drills each term, as described above, to test the emergency response and evacuation procedures, and to assess and evaluate the emergency evacuation plans and capabilities. UHDS staff will publish a summary of its emergency response and evacuation procedures in conjunction with at least one drill or exercise each calendar year. The evacuation procedures for each residence hall can be found in the Annual Fire Safety Report, at:

<http://oregonstate.edu/dept/security/annual-fire-safety-report..>

Education of Members of the University Community

Campus security and fire safety procedures are discussed during new student orientation. The Oregon State Police (OSP), the Office of Environmental Health and Safety (EH&S), the Department of Public Safety (DPS), OSU Incident Command Center, and the Dean of Students Office, including University Housing and Dining Services (UHDS) staff members, participate in forums and programs in residence halls to address students and explain University security, public safety, and fire safety measures and procedures at OSU. DPS members conduct crime prevention and general security and safety awareness presentations when requested by various community groups, including students and employees of the University. During these presentations, the following information is typically provided: crime prevention tips, statistics on crime at OSU, fire safety information, and information regarding campus security procedures and practices, including encouraging participants to be responsible for their own security/safety and observant for the security/safety for others on campus. In addition, DPS organizes and sets up crime prevention and education display tables which are staffed by officers at various locations throughout the year. This activity provides an opportunity for DPS staff to hand out safety-related information, as well as to answer individual questions. New employee orientation includes the distribution of crime prevention and fire safety materials to all new employees of the institution. During the 2009 calendar year, DPS and OSP combined conducted 700 events and presentations to members of the OSU community. These programs were presented to the following groups:

- International Students
- English Language Institute (ELI)
- College Assistant Migrant Program (CAMP)
- U-Engage Classes
- Kid Spirit Staff Training
- Army ROTC
- Graduate Student Orientations
- Community Resource Fair
- Navy ROTC
- Residence Hall Bicycle Registration/Safety Talks
- New Employee Orientations
- Campus Diversity & Cultural Resource Centers
- Various department staff security and safety orientations

The programs conducted by all of these offices included general crime prevention and security awareness programs, such as safety education forums, programs and discussions about topics such as alcohol abuse, domestic violence, fire safety, emergency response and evacuation procedures, sexual assault prevention, and theft prevention.

The Department of Public Safety has also provided the following services in support of the University's safe campus objectives:

- Academic Liaison Program – This program assigns specific campus buildings to specific patrol officers who then seek to establish a close working relationship with building staff and occupants to foster better communication about safety and security issues affecting these locations.
- Building Security Assessments – Officers conduct security assessments of buildings and facilities to make recommendations for security enhancements such as alarm systems, video surveillance, improved door and window security measures, etc.
- Start Program Presentations – 6000 students and parents have participated in these orientation presentations, parts of which address safety and security issues.

Shelter-in-Place Procedures

What it means to "Shelter-in-Place"

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

Basic "Shelter-in-Place" Guidance

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

How You Will Know to "Shelter-in-Place"

A shelter-in-place notification may come from several sources, including the OSP, UHDS, other University employees, the Oregon State Police, CPD, or other authorities utilizing the University's emergency communications tools.

How to "Shelter-in-Place"

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

1. If you are inside, stay where you are. Collect any emergency shelter-in-place supplies and a telephone to be used in case of emergency. If you are outdoors, proceed into the closest designated building quickly or follow instructions from emergency personnel on the scene
2. Locate a room to shelter inside. It should be:
 - An interior room;
 - Above ground level; and

- Without windows or with the least number of windows. If there is a large group of people inside a particular building, several rooms may be necessary.
- 3. Shut and lock all windows (tighter seal) and close exterior doors.
- 4. Turn off air conditioners, heaters, and fans.
- 5. Close vents to ventilation systems as you are able. (University staff will turn off ventilation as quickly as possible.)
- 6. Make a list of the people with you and ask someone (House Staff, faculty, or other staff) to call the list in to OSP (541-737-3010) so they know where you are sheltering. If only students are present, one of the students should call in the list.
- 7. Turn on a radio or TV and listen for further instructions.
- 8. Make yourself comfortable.

Campus Law Enforcement Authority

Through an interagency agreement, the University Patrol Office of the Oregon State Police (OSU-OSP) has complete police authority to apprehend and arrest anyone involved in illegal acts on-campus and areas immediately adjacent to the campus. If minor offenses involving University rules and regulations are committed by a University student, the Oregon State Police may also refer the individual to the disciplinary division of University Student Affairs.

Major offenses such as rape, murder, aggravated assault, robbery, and auto theft are reported to the Oregon State Police and joint investigative efforts with investigators from the Salem Patrol Office of the Oregon State Police are deployed to investigate these serious felony crimes.

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

By mutual agreement with state and federal agencies, The University Patrol Office of the Oregon State Police maintains an NLETS terminal (National Law Enforcement Telecommunications Network) and has access to the Law Enforcement Data System (LEDS). Through this system, police personnel can access information contained on the Oregon Law Enforcement Data System and the National Crime Information Center (a federal law enforcement database). These computer databases are used for accessing criminal history data, nationwide police records, driver/vehicle identification information, as well as other local, state and federal law enforcement information. The University boundaries in Corvallis generally are from Monroe Ave. on the north, 11th St. on the east, 53rd St. on the west and Western Blvd. on the south. Certain portions of University owned or controlled property may extend beyond these boundaries. Any University owned or leased property in outlying areas is patrolled by the Corvallis Police or Benton County Sheriff's Office.

Oregon State University's Department of Public Safety has the authority to ask persons for identification and to determine whether individuals have lawful business at Oregon State University. Campus Public Safety Officers have the authority to enforce Oregon Administrative Rules at Oregon State University, which are billed to financial accounts of students, faculty, and staff. Campus Public Safety Officers do not possess arrest power. Special Campus Public Safety Officers possess arrest powers but do not typically exercise these powers; instead, they typically refer criminal matters to the Oregon State Police who have jurisdiction on campus. The Department of Public Safety for Oregon State University maintains a highly professional working relationship with the Corvallis Police Department and the Benton County Sheriff's Office.

The University contracts with private security companies to provide athletic event security in addition to the services provided by OSU-OSP and the University Department of Public Safety. The level of authority that is exercised by contract security personnel is that of a private citizen and not law enforcement.

All crime victims and witnesses are strongly encouraged to immediately report crimes to the University Patrol Office of the Oregon State Police at (541) 737-7000. Prompt reporting will assure timely warning notices on-campus and timely disclosure of crime statistics.

Policy Statements Regarding Discrimination at OSU and the Clery Act Requirements for the Reporting of Hate Crimes

Protected Classes Defined

Protected statuses include age, color, disability, gender identity or expression, marital status, national origin, race, religion, sex, sexual orientation, or veteran's status.

General Policy Prohibiting Discrimination

Oregon State University prohibits discrimination on the basis of protected status in any of its policies, procedures, or practices.

Discrimination means any act that either in form or operation, and whether intended or unintended, unreasonably differentiates among persons on the basis of a protected status. This definition reserves to the University, in furtherance of its educational mission, the right to address conduct that would not necessarily be unlawful. It is not intended to create individual or group rights, whether contractual or otherwise, that do not exist under existing law.

Oregon State University, as an institution of higher education and as a community of scholars, affirms its commitment to the elimination of discrimination and harassment, and the provision of equal opportunity for all. An objective of Oregon State University is the creation and maintenance of a positive atmosphere of nondiscrimination in every phase and activity of university operations.

Harassment and intimidation can impede an individual's ability to participate fully in the educational process. Acts of discrimination, harassment and insensitivity hurt and degrade all members of the campus community whether victim, perpetrator, or observer. Every member of the university community is responsible for creating and maintaining a climate free of discrimination and harassment.

The Office of Affirmative Action and Equal Opportunity handles complaints of discrimination and harassment. Please see the section on [complaint procedures](#) for additional information. If you have questions about discrimination or harassment please [contact us](#) for further guidance.

Various OSU Anti-discrimination Policies

Disability	http://oregonstate.edu/affact/osu-policy-nondiscrimination-basis-disability
Veteran Status	http://oregonstate.edu/affact/osu-policy-veteran-status
Sexual Harassment	http://oregonstate.edu/affact/sexual-harassment-policy-0
Religion	http://oregonstate.edu/affact/osu-policy-nondiscrimination-basis-religion

Discrimination Complaint Procedures

All members of the university community may raise complaints of discrimination and harassment with the OAAEO. The OAAEO provides several options for responding to such complaints:

Inquiry:

Individuals who feel they are being treated unfairly because of a protected status² or in retaliation for engaging in a protected activity should feel free to come to the OAAEO to talk through the situation and may do so without entering into the complaint process, either formal or informal.

Informal:

The process of gathering information either to help establish a suspicion of discrimination or retaliation or to attempt to resolve a disagreement without following a formal complaint process.

Formal:

The process of investigating a case of alleged discrimination or retaliation and making a determination as to whether or not either has occurred and, where appropriate, providing a resolution to the complaint.

These options are available to all members of the university community; however some of the specific policies and procedures may vary based on your relationship to the university. For a detailed description of these options, please follow the relevant navigational link:

Students and Student Employees (undergraduate and graduate)

Informal Complaint Procedures

- The complainant completes the [Complaint of Discrimination or Harassment form](#); the Office of Affirmative Action & Equal Opportunity (OAAEO) advises the complainant of her/his rights to file with [state and/or federal agencies](#).
- The OAAEO may notify the appropriate administrator, dean, or director that an informal complaint has been initiated.
- The OAAEO contacts the individual/entity (respondent) accused of discrimination to discuss the alleged harmful act.
- The OAAEO develops a proposed resolution, if appropriate, within fifteen (15) calendar days of acceptance of the informal complaint. If appropriate, the complainant is advised that she/he may file a formal complaint.
- The OAAEO may notify the appropriate administrator, dean, or director of the final status of the complaint.
- Informal complaints must be filed within 180 days of the most recent incident of discrimination or harassment; or within 365 days for sexual harassment.

Formal Complaint Procedures

- The complainant completes the [Complaint of Discrimination or Harassment form](#). The complaint must be filed within 180 days of the alleged harmful act, or within 365 days if the complaint alleges sexual harassment.
- The OAAEO acknowledges in writing the receipt of the formal complaint; the letter includes information on the complainant's right to file with state and/or federal agencies. Copies of the letter are sent to the respondent, the appropriate administrator, dean or director, the University legal advisor, and the [Chancellor](#) of the [Oregon University System](#).
- The OAAEO conducts a thorough investigation of the complaint.
- Within thirty (30) calendar days of the receipt of the formal complaint, the OAAEO shall inform the complainant and all persons copied in #2 above of the final status and a resolution, where appropriate. The 30-day period may be extended for an additional 30 days with the approval of the Chancellor. The letter of determination identifies the available appeal Procedures for the complaint.

Applicable Board Rules are found in Chapter 580 of the Oregon Administrative Rules.

Additional Resources

Additional resources for students include, but are not limited to:

- [Counseling and Psychological Services](#)
- [Dean of Student Life](#)
- [Student Conduct and Community Standards](#)

Classified Employees

Informal Complaint Procedures

- The complainant completes the [Complaint of Discrimination or Harassment form](#); the Office of Affirmative Action & Equal Opportunity (OAAEO) advises the complainant of her/his rights to file with [state and/or federal agencies](#).
- The OAAEO may notify the appropriate administrator, dean, or director that an informal complaint has been initiated.
- The OAAEO contacts the individual/entity (respondent) accused of discrimination to discuss the alleged harmful act.
- The OAAEO develops a proposed resolution, if appropriate, within fifteen (15) calendar days of acceptance of the informal complaint. If appropriate, the complainant is advised that she/he may file a formal complaint.
- The OAAEO may notify the appropriate administrator, dean, or director of the final status of the complaint.
- Informal complaints must be filed within 180 days of the most recent incident of discrimination or harassment; or within 365 days for sexual harassment.

Formal Complaint Procedures

- The complainant completes the [Complaint of Discrimination or Harassment form](#). The complaint must be filed within 180 days of the alleged harmful act; or within 365 days for sexual harassment.
- The OAAEO acknowledges in writing the receipt of the formal complaint; the letter includes information on the complainant's right to file with the Union (for classified employees), and/or state and federal agencies. Copies of the letter are sent to the respondent, the appropriate administrator, dean, or director, the University Legal Advisor, and the director of the [Office of Human Resources](#).
- The OAAEO conducts a thorough investigation of the complaint.
- Within fifteen (15) calendar days of the receipt of the formal complaint, OAAEO informs the complainant and all persons copied in #2 above of the final status and a resolution, where appropriate. If an extension of the 15-day time period is required, OAAEO shall notify the complainant of the anticipated date of completion of the investigation. The letter of determination identifies the appeal Procedures available to the complainant.

Additional Resources

Classified staff may meet with their supervisor or the Director of [Human Resources](#). Classified staff employees represented by the Oregon Public Employees Union (OPEU) should refer to the [collective bargaining agreement](#) between the State of Oregon and OPEU.

Faculty Employees

Informal Complaint Procedures

- The complainant completes the [Complaint of Discrimination or Harassment form](#); the Office of Affirmative Action & Equal Opportunity (OAAEO) advises the complainant of her/his rights to file with [state and/or federal agencies](#).

- The OAAEO may notify the appropriate administrator, dean, or director that an informal complaint has been initiated.
- The OAAEO contacts the individual/entity (respondent) accused of discrimination to discuss the alleged harmful act.
- The OAAEO develops a proposed resolution, if appropriate, within fifteen (15) calendar days of acceptance of the informal complaint. If appropriate, the complainant is advised that she/he may file a formal complaint.
- The OAAEO may notify the appropriate administrator, dean, or director of the final status of the complaint.
- Informal complaints must be filed within 180 days of the most recent incident of discrimination or harassment; or within 365 days for sexual harassment.

Formal Complaint Procedures

- The complainant completes the [Complaint of Discrimination or Harassment form](#). The complaint must be filed within 180 days of the alleged harmful act; or within 365 days for sexual harassment.
- The OAAEO acknowledges in writing the receipt of the formal complaint; the letter includes information on the complainant's right to file with state and federal agencies. Copies of the letter are sent to the respondent, the appropriate administrator, dean, or director, the University Legal Advisor, and the Chancellor.
- The OAAEO conducts a thorough investigation of the complaint.
- Within fifteen (15) calendar days of the receipt of the formal complaint, OAAEO informs the complainant and all persons copied in #2 above of the final status and a resolution, where appropriate. If an extension of the 15-day time period is required, OAAEO shall notify the complainant of the anticipated date of completion of the investigation. The letter of determination identifies the appeal Procedures available to the complainant.

Additional Resources

For faculty who wish to file a complaint of discrimination with the Office of Affirmative Action and Equal Opportunity their complaint of a discriminatory employment practice must be the sole basis of their complaint and they must waive in writing the right to a formal grievance under the Faculty Grievance Procedure.

- Faculty employees may follow the [Faculty Grievance Procedures](#) detailed in the Oregon Administrative Rules.
- Grievance Procedures are detailed in the [OSU Faculty Handbook](#)

Includes faculty ranks as defined in the rules of the State Board of Higher Education and faculty without rank but with professional title.

- **Non-retaliation:** An individual may file a complaint alleging retaliation. Individuals are protected from retaliation for a variety of activities undertaken in good faith such as filing complaints, cooperating with investigations, or engaging in a wide range of speech or whistle-blowing activities. Please contact the Office of Affirmative Action and Equal Opportunity with questions about whether particular activities are protected.
- Filing a complaint of discrimination and harassment with the Office of Affirmative Action and Equal Opportunity does not preclude you from filing with [other federal or state agencies](#).

Clery Act Reporting Requirements for Hate Crimes

Hate Crime reporting under the Clery Act may be divided into three general categories.

1. Any Clery Act reportable crime that includes a determination by Law Enforcement that the motive for the commission of the crime was bias.
2. The commission of any crime that resulted in bodily injury where it was determined by Law Enforcement that the motive for the commission of the crime was bias.
3. Any of the following non-Clery Act reportable crimes where it was determined by Law Enforcement that the motive for the commission of the crime was bias.

A. **Larceny / Theft**

- 1.) **Pocket Picking:** theft of articles from another person's physical possessions by stealth where the victim usually does not become immediately aware of the theft. **Note:** Do not count if use of force or threat of force is present – count as strong arm robbery.
- 2.) **Purse Snatching:** grabbing or snatching of a purse, handbag, etc., from the physical possession of another person.
- 3.) **Shoplifting:** theft from within a building which is either open to the general public or where the offender has legal access.
- 4.) **Theft from Building:** theft from within a building which is either open to the general public or where the offender has legal access.
- 5.) **Theft from Coin Operated Machine or Device:** theft from a machine or device which is operated or activated by the use of coins.
- 6.) **Theft from a Motor Vehicle:** theft of articles from a motor vehicle, whether locked or unlocked. **Note:** Do not count theft of motor vehicle parts or accessories.
- 7.) **Theft of Motor Vehicle Parts or Accessories:** theft of any part or accessory affixed to the interior or exterior of a motor vehicle in a manner which would make the item an attachment of the vehicle, or necessary for its operation.
- 8.) **All Other Larceny:** all thefts which do not fit any of the definitions of the specific subcategories of Larceny / Theft listed above.

B. **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

C. **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.

D. **Destruction / Damage / Vandalism of Property (Except Arson):** to willful 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.

The above description defines the elements of a reportable Hate Crime incident. Incidents which meet this definition have met the first criterion for inclusion in the annual crime statistics report. There are four additional criterions that must be met before a particular incident will be counted in the annual crime statistics report. The list of five criterions is:

1. Listed Crime
2. Reported to Proper Authority
3. Reportable Location
4. Made in Good Faith
5. Not Unfounded

For More Information

For a complete description of the Clery Act requirements please click on the link below:

[**The Handbook for Campus Crime Reporting**](#)

Missing On-Campus Resident Policy

Reporting a Missing Student:

All persons wishing to make a report of a missing on-campus resident student should contact the Department of Public Safety or the University Patrol Office of the Oregon State Police at 541-737-3010 or 541-737-7000 (emergencies only).

Department of Public Safety:

It is the policy of the OSU Department of Public Safety (DPS) to conduct an initial inquiry in response to all reports that it receives regarding missing on-campus resident students, and this inquiry will be completed as soon as possible, but not more than 24 hours after the report. The initial inquiry will seek to determine if the student is actually missing and cannot be located through reasonable efforts, including but not limited to:

- Calling or visiting the student's residence;
- Contacting neighbors and University Housing and Dining Services (UHDS) staff to determine the circumstances of the student's disappearance;
- Gathering information regarding the student's mental state;
- Gathering information regarding recent contacts between the missing student and other persons such as a current or former boyfriend or girlfriend or anyone who may have been involved in an incident of assault, menacing, stalking, or intimidation.

If the student has not been located after this initial inquiry, DPS will refer the matter to the OSU-Oregon State Police (OSU-OSP) unit. DPS will contact OSU-OSP immediately after determining that the student is missing. The Director of DPS may also refer cases to OSU-OSP at any time prior to completing the initial inquiry stage.

It is OSU's understanding that OSU-OSP conducts an initial inquiry into all reports of missing on-campus residents, and conducts full-scale investigations if needed after an initial inquiry. DPS endeavors to cooperate with OSU-OSP on these matters as needed, including in connection with disseminating information about the case and making notifications as referenced below.

University Housing and Dining Services:

Not all statements of concern for temporarily missing students that are made to UHDS will ultimately be reported to DPS or OSU-OSP for further inquiry or investigation. There are occasions when a parent, roommate, or others may contact a member of the Residential Education staff to inquire as to a person's location or presence in the hall out of concern for them. A student may choose to miss class or spend time away from their room. These situations on their own do not rise to the level of referring a missing person report to DPS or OSU-OSP. If the student's whereabouts are not known and the reporting person can articulate a specific concern (e.g., unusual concerning behavior, threats the student may have made against themselves, extended periods of no contact with persons with whom they usually have contact, etc...), Residential Education staff will follow this procedure as quickly as practicable:

1. The UHDS staff member who receives a report will attempt to make contact at the student's room and with roommates and others who may have knowledge of where the resident may be or can confirm that they were seen recently.
2. If the resident is not at his or her room, the RA will call the resident's registered cell phone or room phone number.
3. If the resident does not answer his or her phone, the staff member will then consult with other residents known by the person who was reported missing.

4. If no one knows of the whereabouts of the resident, then the RA will call the Resident Director (RD) for the hall or RD on duty.
 - a. The RA will articulate the initial report and additional information gathered via steps 1-3.
 - b. The RA will also state the specific steps that were made to contact the resident
 - c. The RA will also share any other helpful information asked by the RD to the best of his or her ability
5. The RD or RD on duty will then refer the matter to DPS (541-737-3010) and follow their lead on next steps.

Notifications:

Once an on-campus student resident has been determined by OSU DPS, OSU-OSP or local police to be missing after an initial inquiry (and DPS is so notified), DPS will make the following notifications:

Administrators: The Director of Public Safety will notify the Vice Provost for Student Affairs and the Media Services Office as soon as practicable.

Parents: If the missing on-campus student resident is a juvenile (under 18 years old) and the complainant was not the parent or guardian of the student, OSU DPS will coordinate the notification of the missing student's custodial parent or legal guardian through the Dean of Students Office. This notification will be made as soon as practicable and not later than 24 hours after the student is determined to be missing.

Others: For all missing on-campus student residents, OSU DPS will coordinate the notification of the individual identified by the missing student as his or her confidential contact for these purposes. This information is maintained by UHDS and the notification will be coordinated through the Director of UHDS. This notification will be made as soon as practicable and not later than 24 hours after the time that the student is determined to be missing.

If the missing on-campus resident is at least 18 years old and the student did not list a confidential contact, DSP will notify OSU-OSP or other appropriate law enforcement authorities as soon as practicable and not later than 24 hours after the student is determined to be missing.

Reporting of Off Campus Crime Statistics

The Office of Student Conduct and Mediation maintains contact with recognized fraternity and sorority organizations through the efforts of the Greek Affairs Advisor. The University Patrol Office of the Oregon State Police do not provide law enforcement service to off-campus residences of recognized fraternity and sorority organizations nor are activities off-campus recognized by University authority. Criminal activity at recognized fraternity and sororities residences is monitored and recorded by the Corvallis Police Department. The Office of Student Conduct and Mediation and the Oregon State Police enjoy a close working relationship with the Corvallis Police Department. This cooperative team approach addresses situations as they arise as well as future concerns.

Reporting Procedures for Sexual Assault; Sanctions

If you are a victim of a sexual assault at this institution, your first priority should be to get to a place of safety. You should then obtain necessary medical treatment. The University Patrol Office of the Oregon State Police strongly advocates that a victim of sexual assault report the incident in a timely manner. Time is a critical factor for evidence collection and preservation. An assault may be reported directly to an Oregon State Police Trooper and you may also choose to report to a University Housing and Dining Services Residential Assistant (RA). Filing a police report with an OSP Trooper will not obligate the victim

to prosecute, nor will it subject the victim to scrutiny or judgmental opinions from officers. Filing a police report will:

1. Ensure that a victim of sexual assault receives the necessary medical treatment and tests, at no expense to the victim;
2. Provide the opportunity for collection of evidence helpful in prosecution, which cannot be obtained later (ideally a victim of sexual assault should not wash, douche, use the toilet, or change clothing prior to a medical/legal exam); and
3. Assure the victim has access to free confidential advocacy and counseling from professionals specifically trained in the area of sexual assault crisis intervention.

When a sexual assault victim contacts the Department of Public Safety, the Oregon State Police Sex Crimes Unit will be notified as well. A representative from the Center Against Rape and Domestic Violence (CARDV), an agency that provides support and advocacy for victims, will also be notified. The victim of a sexual assault may choose for the investigation to be pursued through the criminal justice system and/or the University's Office of Student Conduct and Community Standards or the University's Office of Affirmative Action and Equal Opportunity. A representative from the Oregon State Police or CARDV will guide the victim through the available options and support the victim in his or her decision.

University disciplinary proceedings, as well as special guidelines for cases involving sexual misconduct, are detailed in the *Student Handbook*. Both the victim and accused are entitled to the same opportunities to have others present during a disciplinary proceeding. Additionally, upon written request, the victim will be informed of any institutional disciplinary proceeding that is brought alleging a sex offense. A student found responsible for violating the University sexual misconduct policy may also be criminally prosecuted in the state courts and may be suspended or expelled from the University for a first offense. Student victims also have the option to obtain reasonable modifications to their academic and/or on-campus living situations after an alleged sexual assault.

Possible sanctions that may be imposed by the University for violations of the student conduct code, including for sexual assault and related offenses, can be found in OAR 576-015-0030 (reproduced in its entirety below):

OAR 576-015-0030

Sanctions

The University utilizes an educational and restorative sanctioning model. The sanction applied will be commensurate with the violation committed and become progressively more demanding or severe if the Student or Student Organization repeats violations, demonstrating that learning has not taken place. An accumulation of a variety of violations may result in severe sanctions such as deferred suspension, suspension, and expulsion. Violations that affect the health, safety and well being of the community are deemed the most severe and may result, upon the first violation, in a suspension or expulsion. Students or Student Organizations exhibiting behavior that violates any part of the Student Conduct Code are subject to one or more of the following:

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

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

b) **Suspension:**

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

(12) **Expulsion:** Permanent Conduct Suspension

(13) **Degree Revocation**

Stat. Auth.: ORS 351.070

Stats. Implemented: ORS 351.070

Security Awareness Programs

During orientation in September, students are informed of services offered by the University Patrol Office of the Oregon State Police and the Department of Public Safety. Video and slide presentations outline ways to maintain personal safety and residence hall security. Students are told about crime on campus and in surrounding neighborhoods. Similar information is presented to new employees. Crime Prevention Programs and Sexual Assault Prevention Programs are offered on a continual basis.

Periodically during the academic year the Oregon State Police, in cooperation with other University organizations and departments, present crime prevention awareness sessions on sexual assault (rape and acquaintance rape), Rohypnol abuse, theft and vandalism, as well as educational sessions on personal safety and residence hall security.

A common theme of all awareness and crime prevention programs is to encourage students and employees to be aware of their responsibility for their own security and the security of others.

In addition to seminars, information is disseminated to students and employees through crime prevention awareness packets, security alert posters, displays, videos, web pages, such as (<http://oregonstate.edu/dept/security/>) and articles and advertisements in University and student newspapers.

When time is of the essence, information is released to the University community through security alerts posted prominently throughout campus, through computer memos sent over the University's electronic mail system and a voice mail broadcasting system.

Sex Offender Registration Information

Sex Offender Registration

In accordance to the "Campus Sex Crimes Prevention Act" of 2000, which amends the Jacob Wetterling Crimes Against Children and Sexually Violent Offender Registration Act, the Jeanne Clery Act and the Family Educational Rights and Privacy Act of 1974, the University Patrol Office of the Oregon State Police is providing a link to the Oregon State Police Sex Offender Registry. This act requires institutions of higher education to issue a statement advising the campus community where law enforcement information provided by a State concerning registered sex offenders may be obtained. It also requires sex offenders already required to register in a State to provide notice of each institution of higher education in that State at which the person is employed, carries a vocation, or is a student. In the State of Oregon, convicted sex offenders must register with the Oregon State Police, Sex Offender Registration Unit

Conditions of Use Statement

Introduction

ORS 181.592 authorizes the Oregon State Police to make information about registered sex offenders available to the public. ORS 181.592(4)(c) authorizes the release of information on certain sex offenders to be posted on a public web site.

This site is for information only. The Oregon State Police has not considered or assessed the specific risk that any convicted sex offender displayed on this web site will commit another offense or the nature of any future crimes that may be committed. The law mandates Oregon State Police provide information listing the name, address and descriptions of the offenders who MAY pose a risk to the community. This information is NOT a "Wanted Bulletin" and is intended for ADVISORY PURPOSES ONLY.

The Oregon State Police, Sex Offender Registration Unit, updates this information regarding convicted sex offenders regularly, making every effort at accuracy. However, this information can change quickly. You are cautioned that the address and some of the information provided is information provided by the registrant and may not reflect the current residence, status, or other information regarding an offender.

The information provided through this web site is an open record. It is your responsibility to make sure the records you access through this web site pertain to the person about whom you are seeking information. Extreme care should be exercised in using information obtained from this web site. Neither the Oregon State Police nor the State of Oregon shall be responsible for any errors or omissions produced by secondary dissemination of this data. Positive identification of a person believed to be a Predatory sex offender cannot be established unless a fingerprint comparison is made.

The information on this web site refers only to sex offenses defined under ORS 181.594 and may not reflect the entire criminal history of a particular individual.

Legal and Illegal Uses

Under the provisions of state law this information is provided for general public safety. A person is authorized to use this information only to protect him/herself or a child who may be at risk. The release of this information to the public is meant to assure public protection, not to punish the offender. It is illegal to use information obtained through this web site to commit a crime against a registered sex offender or to engage in discrimination or harassment against a registered sex offender. Anyone who uses this information to commit a criminal act against another person is subject to criminal prosecution and/or civil action.

NOTE:

Information is only provided for sex offenders who have been designated as Predatory, as provided in ORS 181.585, who have also been determined to present the highest risk of reoffending and to require the widest range of notification; or found to be a sexually violent dangerous offender under ORS 144.635.

Alleged violations of law by registrants under Oregon statutes should be reported to your local law enforcement agency. If you have knowledge that a registrant is not residing at the last reported residence listed on this web site, you are encouraged to call the "Information Contact" listed for that registrant.

The Sex Offender web site maintained by the Oregon State Police is available at:

<http://sexoffenders.oregon.gov/>.

Registry information provided at this web site shall be used for the purposes of the administration of criminal justice, screening of current or prospective employees, volunteers or otherwise for the protection of the public in general and children in particular. **Unlawful use of the information for purposes of intimidating or harassing another is prohibited and willful violation shall be punishable as a Class 1 misdemeanor.**

The Oregon State Police are responsible for maintaining this registry.

Sexual Assault Prevention Programs and Survivor Support Services

The Sexual Violence Prevention and Education Coordinator, located within Student Health Services, provides both prevention and awareness education on a wide range of sexual violence related issues, such as bystander behavior, stalking, interpersonal violence and sexual assault. The Sexual Violence Prevention and Education Coordinator serves as the advisor of the group Every1. Every1 is a group of sexual violence awareness peer educators. Students, faculty and staff can contact the Sexual Violence Prevention and Education Coordinator at 541-737-7880 or Carrie.Giese@Oregonstate.edu

Sexual Assault Prevention and Response

Oregon State University provides education for the student community about sexual violence through presentations during CONNECT week each fall. In addition, the Sexual Violence Prevention and Education Office (located in Student Health Services), and the Department of Public Safety, offer sexual violence education and information programs to University students and employees upon request. Information about sexual violence, consent, and University response is available through Office of Sexual Assault Support Services (SASS; 541-737-7604).

In addition, OSU has a Sexual Assault Response and Prevention Alliance (SARPA), which was developed to strengthen collaboration and coordination of sexual violence response and prevention initiatives at Oregon State University. SARPA is co-facilitated by the OSU Sexual Violence Prevention and Education Coordinator, the Sexual Assault Support Services Coordinator, and a representative from University Housing and Dining. SARPA consists of numerous departments and agencies on and off campus, including: ASOSU Safe Ride, the Center Against Rape and Domestic Violence, Good Samaritan Hospital, Oregon State Police/OSU Department of Public Safety, OSU Dean of Student Life Office, OSU Office of Affirmative Action and Equal Opportunity, OSU Student Conduct and Community Standards, and OSU Women's Center.

Support and Advocacy for Survivors/Victims of Sexual Assault

Support is available for survivors of sexual assault, whether or not a survivor decides to report to law enforcement or the University. Survivors may contact OSU Sexual Assault Support Services (541-737-7604, available for students) or the Center Against Rape and Domestic Violence (CARDV, available for

students and community members) 24 hour hotline at 541-754-0110 for support, crisis intervention, and information about their options and resources. SASS also provides ongoing counseling for students, and consultation and referrals for faculty, staff, and community members. Counseling for faculty and staff is available through the Employee Assistance Program.

Medical Services for Survivors/Victims of Sexual Assault

A survivor may also receive comprehensive medical services for sexual assault *WITHOUT* reporting to the Police or the University. Sexual Assault Forensic Evidence exams (SAFE kits) are available at OSU Student Health Services (SHS, available to students, 541-737-7355) and also at local hospital Emergency Departments (EDs). A survivor may request for evidence to be collected *ANONYMOUSLY* using a SAFE kit, and may later decide to make a formal report to Law Enforcement. Financial assistance is available to cover the expenses for the SAFE exam. Contact CARDV (541-754-0110), SHS, or your local ED concerning questions about SAFE exams.

Timely Warnings

In the event that a situation arises, either on or off campus, that, in the judgment of the Station Commander of the University Patrol Office of the Oregon State Police or the Director of the Department of Public Safety of Oregon State University, constitutes an ongoing or continuing threat, a campus wide “timely warning” will be issued. The warning will be issued through the college e-mail system to students, faculty, and staff.

Depending on the particular circumstances of the crime or emergency, especially in all situations that could pose an immediate threat to the community and individuals, the Department of Public Safety may make additional notification to the campus community through a variety of means. An Emergency Notification List is maintained by the Department of Public Safety. This list indicates the type of emergency, the persons or departments to be contacted and the means of that contact, i.e., emails or phone calls. When appropriate, printed notices may be posted at campus locations affected by the emergency. Additionally, emergency notification information will be forwarded to the Connect Ed-Blackboard Service Provider who will in turn broadcast information to relevant students, faculty and staff.

These messages may consist of text messages, email messages and voice messages to the campus community. Timely warnings that remain an issue of on-going concern to the campus community are posted to the Department of Public Safety web site at:

<http://oregonstate.edu/dept/security/crime-alerts>

Local newspapers may also be provided with this information when the risk of harm in a particular incident can reasonably be expected to extend to off-campus areas.

Anyone with information warranting a timely warning should immediately report the circumstances to the University Patrol Office of the Oregon State Police, by phone (541-737-7000) or in person at the dispatch center at Public Safety, Cascade Hall, at the southeast Corner of Washington Way and 17th St.

Students, faculty and staff who currently have an email account through OSU may register to receive emergency notifications by going to the web site and answering a few questions:

<http://Alert.oregonstate.edu/>

This service is free and will provide you with an email or voice mail message in the event that an emergency involving a risk of harm to persons or property occurs on the OSU campus.

To Report Crimes or Emergencies

All persons are strongly encouraged to accurately and promptly report all on campus crimes or emergencies to the University Patrol Office of the Oregon State Police or the Department of Public Safety.

Contact the University Patrol Office of the Oregon State Police at (541) 737-3010, dial (541) 737-7000 (emergencies only), or by using the Blue Light phones located around campus and at the entrances to many residence halls and parking lots. Any suspicious activity or person seen in the parking lots or loitering around vehicles, inside buildings or around the residential halls should be immediately reported to the Oregon State Police.

For off-campus options you may report to the Corvallis Police or the Benton County Sheriff's Office depending upon the location where the crime occurred. The Oregon State Police, Corvallis Police and the Benton County Sheriff's Office have a mutual aid and working agreement. Each department augments the other within their jurisdictions during mutual investigations, arrests, and prosecutions. Staff from the University Patrol Office of the Oregon State Police and the Department of Public Safety attend monthly meetings with local law enforcement agencies to exchange ideas and problems which may be of concern for the University community.