

2015–2016 Cougar Annual

# Security / Fire Report

EDUCATION/AWARENESS/PREVENTION



Electronic copies of the Cougar Security/Fire Report can be accessed at [police.wsu.edu](http://police.wsu.edu). Limited printed copies are available at the Washington State University Police Department. Information prepared by the [WSU Police Department](http://www.wsu.edu/police).

WASHINGTON STATE  
 UNIVERSITY

# To the WSU community

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*Daniel J. Bernardo, Interim President*

**W**elcome to the Washington State University community. WSU is committed to providing an environment that is safe and secure for students, staff, faculty, and visitors. Our goal is to equip our community with the knowledge, skills, and resources to maintain a safe and welcoming environment for everyone.

WSU is a close-knit community and we have a tradition of looking out for one another. The WSU Police Department and the WSU administration want to see this tradition grow and become stronger. In recent years, we have implemented a number of programs designed to do just that. A few examples of these efforts include the creation and expansion of violence prevention programs in Health and Wellness Services, who implement the Green Dot Bystander Intervention trainings; mandatory Discrimination, Sexual Harassment, and Sexual Misconduct Prevention training for employees; and mandatory training related to sex and gender based violence for all incoming students.

It is important for every member of our community to be aware of their surroundings, to look out for one another, to know their resources, and to feel comfortable accessing those resources. By working together we can make sure that our community is a safe and secure environment that allows us to pursue a world class education.



*Bill Gardner, Director of Public Safety*

**O**n behalf of the Washington State University Police Department, I am happy to welcome you to Washington State University. It is the goal of the WSU Police Department to do everything possible to create an environment where people can feel safe to learn, work, live, and visit.

Our commitment involves providing information about campus security to current as well as prospective students and employees. As a result, we are pleased to produce this brochure, which we hope will be helpful and informative.

Information contained in this brochure was prepared to comply with the Crime Awareness and Campus Security Act of 1990 (The Jeanne Clery Act).

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## Washington State University

The WSU Police Department participates in the Ally training provided by the Gender Identity/Expression and Sexual Orientation Resource Center (GIESORC). This office is respectful of confidentiality and is knowledgeable about resources for members of the lesbian, gay, bisexual, and transgender community. WSU promotes an atmosphere that is safe and inclusive for all members of the campus community and does not condone discrimination. Any faculty, staff, student, or community member may participate in Ally training. For more information please contact the Gender Identity/Expression and Sexual Orientation Resource Center at 509-335-8841 or visit [thecenter.wsu.edu](http://thecenter.wsu.edu).





# Tips

## for staying safe

Most crime is committed as a result of opportunity. The best prevention is to eliminate opportunities.

1. Keep your residence doors, including residence hall room doors, locked at all times.
2. Lock up electronics and other valuables.
3. Report suspicious persons or activities.
4. Report safety hazards, unsafe lighting, and defective equipment.
5. Avoid walking alone at night. Let people know where you are going.
6. Plan your walk by choosing a safe, well-lighted, and populated route.
7. Be aware of your surroundings. Know where you are and where you are going. Know what to expect.
8. Get to know your roommates and neighbors. Encourage checking on each other often.
9. If consuming alcohol or other substances, do so safely. Pour your own drinks and use the buddy system when going out with friends.
10. Learn non-violent intervention techniques to help your fellow Cougs. Sign up for a Green Dot bystander intervention training.

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## Crisis Communications at WSU

Washington State University now has a number of methods to provide warning and notification of emergency situations affecting the campus. These systems include the Campus Outdoor Warning System consisting of five siren/PA units around campus, which provide a siren tone warning followed by voice announcements giving information on what people should do as an emergency situation develops. This system is primarily focused on those outdoors, moving about the campus.

A second key addition to our emergency warning and notification capability is the Crisis Communication System (CCS) that connects directly to students, faculty, and staff using voice and text messaging and email to provide warning of an emergency and basic directions on what steps people should take in response. Receiving emergency warning on personal cell phones, land line phones, and email requires registration. Registration can be accomplished at [zzusis.wsu.edu](http://zzusis.wsu.edu).

In addition to these primary notification methods, the Office of Emergency Management also operates a campus-wide Alert e-mail list serve which allows email transmission of warnings and other messages to the campus population.

Along with the WSU ALERT website ([alert.wsu.edu](http://alert.wsu.edu)), these methods enhance the University's ability to provide timely warning and notification of any emergency issues that the university community may face.

## Emergency Notifications Policy

Upon confirmation of a significant emergency or dangerous situation involving an immediate threat to the health and safety of students or employees occurring on the campus, Washington State University will determine and employ communication methods appropriate to the situation to notify the affected university community immediately. Confirmation of significant emergencies will require direct investigation by appropriate University personnel. Taking into account the safety of the community, Washington State University will determine the content of the notification and initiate the appropriate elements of the emergency notification system, unless the notification will, in the professional judgment of responsible authorities, compromise efforts to assist victims or to contain, respond to, or otherwise mitigate the emergency.

For all campus law enforcement issues, the WSU Police will be primarily responsible for confirming a significant emergency or dangerous public safety situation on campus through victim, witness, or officer observations. Upon confirmation, WSU Police at the officer-in-charge or above level have the primary responsibility to prepare and issue campus law enforcement emergency notifications.

For other emergencies (non-law enforcement), including but not limited to hazardous materials releases, utility failures, computer systems/telecommunications failures, hazardous weather, etc. affecting the WSU campus, other departments at WSU, including but not limited to Environmental Health and Safety, Facili-

ties Operations, or Information Technology, may also confirm a significant emergency. Confirming departments will report the non-law enforcement emergency to the WSU Police Department or the University Emergency Management Coordinator or his/her designee, who will have the primary responsibility to prepare and issue non-law enforcement emergency notifications.

Whether the emergency is a law enforcement or non-law enforcement issue, those authorized to issue emergency notifications will be responsible for determining the appropriate segment or segments of the campus community to notify. Incident circumstances may require only a floor, building, facility, area, etc. will need to be notified as compared to the entire campus.

Examples of situations that could require immediate emergency notifications could include:

- A dangerous assailant for aggravated assault, robbery, arson, rape, murder (even if a suspect is in custody), etc.
- An occurring or impending natural disaster, or
- An occurring or impending man-made disaster.

An emergency notification will include information that would enable members of the university community to take actions to protect themselves, including information about the type of incident, location and instructions on what actions to take, and other safety tips.



## Timely Warnings Policy

The Clery Act contains a requirement for “timely warnings” intended to communicate prevention strategies for students and employees when an incident has occurred or a pattern of risk is identified. It is not intended to be an emergency warning and only needs to be issued in a timely manner. In most cases there would be adequate time for a “timely warning” to be vetted and approved by senior administrators. In serious situations a timely warning may serve as a follow-up to an emergency notification.

While the [WSU ALERT](#) web page is the primary site for posting timely warnings, additional communications tools such as *WSU Today*, WSU Announcements, press releases, and the Alert email list serve may also be appropriate. University Relations will work with police in crafting these warnings.

Examples of issues requiring timely warnings could include:

- Investigations of a series of car thefts in a certain area
- Unsolved burglaries

- A pattern of drug dealings or activities that puts students at risk
- Prevention notices, etc.

Per the Clery Act, timely warnings must be issued for the following crimes, if

- (1) the crime is reported to campus security authorities, who are identified on page 18 of this report,
- (2) the crime is determined to pose a serious or continuing threat to WSU students and employees, and
- (3) the crime occurred on campus, in or on non-campus buildings or property owned by WSU, or owned or controlled by a student organization officially recognized by WSU, or on public property that is within the campus or immediately adjacent to campus:
  - Criminal homicide (includes murder, non-negligent manslaughter, and negligent manslaughter)
  - Sex offenses (includes forcible sex offenses and nonforcible sex offenses)
  - Robbery
  - Aggravated assault

- Burglary
- Motor vehicle theft
- Arson
- Arrests or referrals for disciplinary action for liquor law violations, drug law violations, and illegal weapons possession
- Hate crimes, including the following listed below, if such crime manifests evidence that the victim was intentionally selected because of the victim’s actual or perceived race, gender, religion, sexual orientation, gender identity, ethnicity, or disability
- Any crime listed above, as defined by the Clery Act,
- Crimes of larceny— theft, simple assault, intimidation, and destruction/damage/vandalism of property, or
- Any other crime involving bodily injury.

A timely warning may be issued for any other crime or incident as deemed necessary or appropriate.

## Testing Emergency Response and Evacuation Procedures

- WSU will hold an emergency communications systems test once a semester. The test will include activation of the Crisis Communication System, Campus Outdoor Warning System, and [WSU ALERT](#) web page. Other methods of emergency communication may also be activated during these tests. These tests may be announced or unannounced.
- WSU will hold drills or exercises for campus emergency responders and emergency management personnel at least once each semester and conduct follow-through activities designed for assessment and evaluation of existing emergency response plans, procedures, and capabilities. Whenever possible, emergency responders from local agencies will participate in these exercises or drills with WSU emergency responders. WSU will publish a summary of its emergency response and

evacuation procedures in conjunction with at least one drill or exercise each calendar year.

- On-campus residence halls will hold an evacuation drill at least once each semester. Students learn the locations of emergency exits in the buildings and are provided guidance about the direction they should travel when exiting each facility for a short-term evacuation. Washington State University does not tell residents in advance about the designated locations for long-term evacuations because those decisions are affected by time of day, locations of the building being evacuated, the availability of various designated emergency gathering locations on campus, and other factors such as the location and nature of the threat. All other WSU units are encouraged to hold an evacuation drill at least once annually. The WSU Fire Mar-

shal’s Office will assist with any unit to coordinate the evacuation drill and provide an assessment of its effectiveness. The WSU Fire Marshal’s Office will be responsible for maintaining records of each of these evacuation drills for seven years as required by the Clery Act.

The Office of Emergency Management will be responsible for maintaining records of all drills and exercises established for campus emergency responders as well as for emergency communications systems tests. The Office of Emergency Management will keep these records for seven years as required by the Clery Act.

Records will include, for each drill, a description of the exercise, the date, the time, and whether it was announced or unannounced.

## Where to report:

Community members, students, faculty, staff and guests are encouraged to report all crimes and public-safety incidents to the WSU Police Department in a timely and accurate manner.

For incidents that are occurring NOW, or have just occurred, dial 911.

For incidents of a non-emergency nature, dial 509-332-2521. All calls will be answered by Whitcom, the Enhanced 911 Center for Whitman County. They will take your information and send the appropriate police, fire, or medical aide required.

Individuals can choose which office they wish to contact regarding the following concerns. Certain offices may be required to share information on a need-to-know basis with other offices; information about each resource's reporting obligations can be found in the Resources section of this document. Additionally, you can contact any of these agencies for information about their processes and requirements for sharing information.

1. Individuals can report incidents of racial harassment to:

University Police – 509-335-8548

Office for Equal Opportunity – 509-335-8288

For hate and bias incidents, you may also dial 509-332-BIAS (2427)

2. Individuals can report incidents of sexual violence, including sexual assault, intimate partner violence, sexual exploitation, and stalking, to:

University Police – 509-335-8548

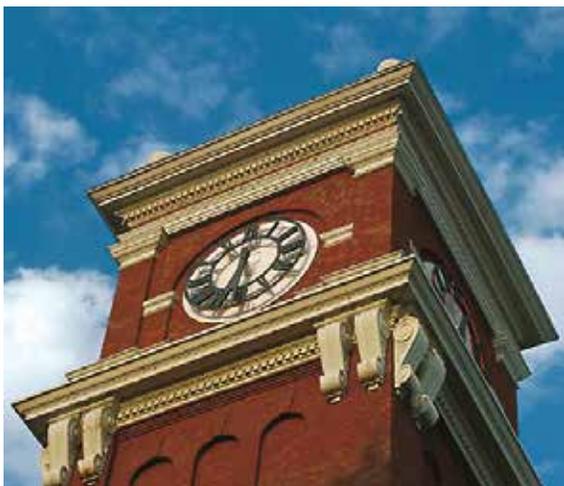
Pullman Police – 509-332-2521

WSU Title IX Coordinator – 509-335-8288

or [TitleIX.Coordinator@wsu.edu](mailto:TitleIX.Coordinator@wsu.edu)

(Within the Office for Equal Opportunity)

For information about confidential resources, visit <http://oeo.wsu.edu/resources/>.



## Reporting an assault

1. Report the assault to police as soon as possible—dial 911. WSU Counseling and Psychological Services may be contacted at 509-335-4511, located in Washington Building, 3rd floor.
2. If you've been injured, seek medical attention. When you call to report, tell the communications center you've been hurt. They will assist you in getting aid.
3. If it is a sexual assault, refrain from showering, washing your hands, or washing your clothes. This will help preserve evidence that may be necessary to prove a criminal offense.
4. Support and counseling resources are available. The Directory of Services lists referral numbers. If you don't know who to call, ask the police officer or medical provider.

## Reporting a property crime

1. Report your loss or damages to the police department as soon as possible—call 509-332-2521.
2. Don't touch anything until police are able to examine the area.
3. Be prepared to provide serial numbers or identifying marks or characteristics of the items taken.
4. Be alert for more damage or items missing that may come to your attention.
5. Itemize your valuables and write down serial numbers. Mark your items for identification with your driver's license number. If you have unique or valuable items, photograph them and keep the pictures or video with your list of serial numbers.

## Notification of Missing Students

If anybody has reason to believe that a student is missing, he or she should immediately call 911. Callers outside the Pullman area should call 509-332-2521. The Washington State University Police Department will initiate an investigation.

After investigating the missing student report, should WSU PD determine that the student is missing, the WSU PD shall, within two hours, transmit the report for inclusion within the Washington Crime Information Center (WACIC) and the National Crime Information Center (NCIC) databases. The information is also relayed to other local and surrounding law enforcement agencies. If the missing student is under the age of 18 and is not an emancipated individual, WSU will notify the student's parent or legal guardian within 24 hours after WSU PD has determined the student is missing.

In addition to registering an emergency contact, students residing in on-campus housing have the option to identify confidentially an individual to be contacted by WSU in the event the student is determined to be missing. This confidential contact will be accessible only to authorized campus officials and may not be disclosed except to law enforcement personnel in furtherance of a missing person investigation. If a student has identified such an individual, WSU will notify that individual no later than 24 hours after the student is determined to be missing. A student who wishes to identify a confidential contact can do so by contacting the WSU Housing Office at 509-335-4577.



## Blue Light Phones



In an emergency, you need immediate help—look for a blue light. The blue light identifies the location of an emergency telephone. Simply press the emergency phone button (no dialing is necessary) to be connected to the Whitcom 911 Communications Center. Describe your emergency to the operator. Every call placed from a blue light phone is responded to by a police officer. Note the location of the blue light telephones as you move about the campus. You may never need to use one, but they are there for emergencies.

## Elevator Telephones

Emergency telephones are located in the elevators for both academic and residence hall buildings. Simply push the button marked "Emergency Phone" and you will be connected to the Whitcom 911 Communication Center. Every call placed by an elevator telephone is responded to by a police officer. If you are stuck, remain calm and stay inside the elevator. Only trained elevator personnel are authorized to remove trapped occupants. No one else should attempt to release them or to force elevator doors open. The elevator telephone is for emergencies ONLY; please refrain from using the phone unless it is an emergency.

## Security of Campus Facilities and Grounds

### Campus Housing Safety

The staff of Residence Life and Housing and Dining Services works closely with University safety officials and others to make living groups safe, secure communities. All students in University housing ultimately must share in this responsibility.

New students and employees should familiarize themselves with campus resources regarding safety and avoid behaviors that put them at risk. Residence hall staff members can answer questions and assist with problems.

Hall staff are on duty each evening to help increase security. Staff members perform nightly rounds and have an on-call system during evenings and weekends. Residence areas are secured 24 hours a day. Only residents of the halls and authorized University personnel can gain access.

All residence halls have fire sprinkler systems.

University apartments for single students and families are supervised by the apartment coordinator in each complex, as well as by the residents. WSU Police patrol these areas, and during vacations residents may request walkthroughs by police.

All safety-related problems or questions should be directed to the residence hall and apartment staffs.

### WSU Police Department Information

The WSU Police department consists of 21 commissioned officers. These officers possess the same enforcement and arrest powers as any police officer commissioned in the state of Washington.

WSU Police are on campus 24 hours a day, seven days a week, providing police services by vehicle, bicycle, and on foot.

Off-campus criminal offenses generally are handled by the City of Pullman Police or other local law enforcement agencies. The WSU Police Department monitors such activity through a shared records-keeping program. The department enjoys a close working relationship with the City of Pullman Police Department, as well as other local agencies including the Whitman County Sheriff's Office and the Washington State Patrol. The department also works closely with the Quad Cities Drug Task Force and the Washington State Liquor and Cannabis Board. The WSU Police Department has Memoranda of Understanding with several local and county law enforcement agencies, copies of which can be requested through WSU's public records process.

Police have representatives assigned to the residence halls for the school year, and provide general crime prevention programs for the members. Related crime problems, such as theft, sexual assault, burglary, and topics of interest to the residents, are also addressed. Security awareness programs have targeted harassment, hate crimes, and personal safety issues.

WSU Police personnel provided 85 programs during the 2014 school year. Programs consisted of traffic safety/passenger restraint presentations, crime prevention presentations, sexual assault/domestic dispute presentations, and substance abuse awareness prevention. Upon request, officers will provide presentations concerning the above topics and other issues. Brochures and handouts on the topics are available upon request.

### Safety-Related Maintenance

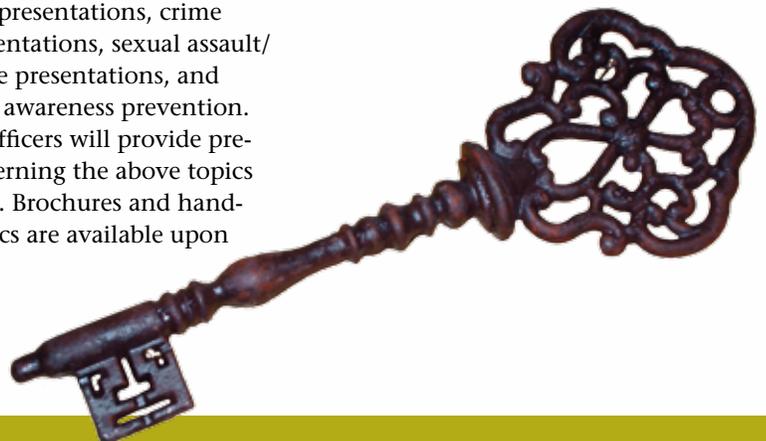
The key distribution for academic buildings is controlled by the colleges/departments within the building. The buildings are secured in the evening by Facilities Operations. WSU Police patrol these areas.

The WSU Police Department provides several services designed to enhance the safety of all WSU community members:

- A yearly "Walk in the Dark" to survey areas of the campus in need of enhanced lighting or shrub and tree trimming.
- Regular monitoring of lighting levels on campus.
- The availability of blue light emergency phones around campus.
- A program that evaluates the security of students' residences.

### Student Events and Organizations

Student Groups that seek to hold an event on the University campus must be a Registered Student Organization (RSO) through the office of Student Involvement. Groups wishing to hold an event on campus will be required to submit an event request, through CougSync, 14 days before their event is to occur. Events are evaluated for risk, safety, and liability by reviewers across campus once an event is submitted. Student Organization Advisors in CUB 331 will help you work with University Departments that may have specific additional requirements before an event is approved.



# WSU Alcohol and Drug Policies

Washington State University policy aims to eliminate alcohol and drug abuse and to educate the University community on relevant laws and consequences. This policy provides consistency and clarity on the permitted use and enforcement of alcohol laws and statutes on all WSU properties statewide.

In compliance with the Drug-Free Schools and Communities Act Amendments of 1989, the University has drug and alcohol abuse prevention policies and programs. WSU's policy prohibits the unlawful possession, use, or distribution of illicit drugs or alcohol on University-controlled property. In addition, WSU complies with the Drug-Free Workplace Act of 1988. This program provides educational and training programs and prohibits the use of controlled substances in the workplace.

The University strictly enforces Washington state and federal laws regarding alcohol and does not tolerate the illegal use, possession, or sale of intoxicating beverages. Existing laws enforced include, but are not limited to, those concerning the checking of identification cards, minors in possession, furnishing alcohol to minors, possession of open containers, driving under the influence, and exhibiting unruly or intoxicated behavior.

Consumption or possession of alcohol in public areas of any University-owned or controlled property is prohibited except when those who are 21 years of age or older are participating in a sponsored event for which there is an alcohol license or banquet permit. Serving alcohol at University events is governed by the following policies:

- 1) When WSU events are held at private venues, individuals may purchase spirits from private vendors.
- 2) When private parties rent WSU facilities, including those in the Compton Union Building, beer, wine, and distilled spirits may be served in accordance with state law.
- 3) On football game days, the following policies will be followed:
  - a) Beer, wine, and distilled spirits sales and service will begin no earlier than three hours prior to kickoff, and will end no later than the end of the game. Plans for alcohol sales and service in all locations are subject to review and approval by the President or the President's designee prior to initiation.

b) Identification will be checked for everyone who is served or purchases alcohol at any University facility or event site, and individuals who are 21 or older may be issued a wrist band or other suitable designation that they are of legal drinking age. In the absence of such designation, identification will be appropriately checked for all purchases or service of alcohol.

Additionally, WSU does not permit any form of broadcast or print advertising from spirit or beer companies in any of its facilities, including in the Fieldhouse prior to football games. This policy does not pertain to advertising in the student-operated newspaper, *The Daily Evergreen*.

Certain forms of promotion may be allowed upon approval from the Vice President for Business and Finance. The use of WSU trademarks and logos in association with promotion and/or marketing of alcohol is strictly prohibited without submission to the WSU Trademarks office for approval.

Additional alcohol and drug policies apply to current WSU students and are administered by the Office of Student Conduct and by Counseling and Psychological Services. Follow these links for more information: <http://adcaps.wsu.edu/drug-free-schools-campuses-act/>

## Alcohol and Substance Abuse Information

Information regarding WSU's drug or alcohol prevention education, counseling, treatment, or rehabilitation or re-entry programs is available for students at Counseling and Psychological Services—ADCAPS (Alcohol & Drug Counseling, Assessment, and Prevention Services, <http://adcaps.wsu.edu/drug-free-schools-campuses-act/>) and the Employee Assistance Program for employees (<http://www.eap.wsu.edu/>).

## HEALTH RISKS ASSOCIATED WITH THE USE OF ILLICIT DRUGS AND ALCOHOL

Drug and alcohol abuse can result in significant health problems. Drug and alcohol use in the university setting not only contributes to lost productivity, but also causes tremendous costs related to negative academic impacts, absenteeism, accidents, health care, loss of trained personnel, and need for treatment programs. Drug and alcohol abuse can cause physical and emotional dependence. Users may

develop a craving for these substances and their bodies may respond to the presence of drugs in ways that lead to increased use. Certain drugs, such as opiates, barbiturates, alcohol, and nicotine create physical dependence. When a regular user stops taking a drug, the body experiences the physiological response known as withdrawal. Psychological dependence occurs when taking drugs becomes the center of the user's life. Some drugs have an effect on the mind and body for weeks or even months after drug use has stopped. Drugs and alcohol can interfere with memory, sensation, and perception. They can distort experiences and cause loss of self-control that can lead users to harm others as well as themselves.

University Alcohol & Drug Counseling Assessment and Prevention Services has more information about the effects of drugs and alcohol: <http://adcaps.wsu.edu/drug-free-schools-campuses-act/>

## UNIVERSITY'S EXPECTATION FOR USE OF ALCOHOL

In order to maintain a healthy, supportive university environment conducive to academic achievement and personal growth, students are expected to conduct themselves in a responsible manner with regard to the use of alcoholic beverages. Those of legal age who choose to drink are expected to do so responsibly. Students are reminded that violation of any local, state, or federal law regarding the unlawful possession, use, or distribution of alcohol or illicit drugs may result in referral to the Office of Student Conduct and the WSU Police for investigation. The Office of Student Conduct may impose sanctions including community service hours, education courses, education projects, and/or suspension or expulsion. Penalties for violating state or federal law involving alcohol and illicit drug use can include fines, forfeiture of property, and/or incarceration. The following policies apply to the use of alcoholic beverages in residence halls and Greek Chapter Houses:

- 1) Only students of legal drinking age may possess and consume alcohol in the privacy of their own room. The door to the room must remain closed.
- 2) Alcohol is not allowed in restrooms, corridors, study rooms, lounges, or other public areas.
- 3) Kegs or bulk alcoholic beverages in any form or container are not allowed.
- 4) Underage students must leave residence hall rooms when in the presence of alcohol.

# Sexual Assault/Sex & Gender-Based Violence

## Sex Offenses Definitions

**CONSENT** means that at the time of the act of sexual intercourse or sexual contact there are actual words or conduct indicating freely given agreement to have sexual intercourse or sexual contact.

**MENTAL INCAPACITY** is that condition existing at the time of the offense which prevents a person from understanding the nature or consequences of the act of sexual intercourse whether that condition is produced by illness, defect, the influence of a substance or from some other cause.

**PHYSICALLY HELPLESS** means a person who is unconscious or for any other reason is physically unable to communicate unwillingness to an act.

**FORCIBLE COMPULSION** means physical force which overcomes resistance, or a threat, express or implied, that places a person in fear of death or physical injury to herself or himself or another person, or in fear that she or he or another person will be kidnapped.

### SEXUAL INTERCOURSE

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

**SEXUAL CONTACT** means any touching of the sexual or other intimate parts of a person done for the purpose of gratifying sexual desire of either party or a third party.

**DOMESTIC VIOLENCE** means:

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

### FAMILY OR HOUSEHOLD

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

**DATING RELATIONSHIP** means a social relationship of a romantic nature. Factors that the court may consider in making this determination include:

- (a) The length of time the relationship has existed;
- (b) the nature of the relationship; and
- (c) the frequency of interaction between the parties

## Crimes

### RAPE IN THE FIRST DEGREE

**(RCW 9A.44.040)** A person is guilty of rape in the first degree when such person engages in sexual intercourse with another person by forcible compulsion where the perpetrator or an accessory:

- (a) Uses or threatens to use a deadly weapon or what appears to be a deadly weapon; or
- (b) Kidnaps the victim; or
- (c) Inflicts serious physical injury, including but not limited to physical injury which renders the victim unconscious; or
- (d) Feloniously enters into the building or vehicle where the victim is situated.

### RAPE IN THE SECOND DEGREE

**(RCW 9A.44.050)** A person is guilty of rape in the second degree when, under circumstances not constituting rape in the first degree, the person engages in sexual intercourse with another person:

- (a) By forcible compulsion;
- (b) When the victim is incapable of consent by reason of being physically helpless or mentally incapacitated;
- (c) When the victim is a person with a developmental disability and the perpetrator is a person who is not married to the victim and who:

- (i) Has supervisory authority over the victim; or
  - (ii) Was providing transportation, within the course of his or her employment, to the victim at the time of the offense;
- (d) When the perpetrator is a health care provider, the victim is a client or patient, and the sexual intercourse occurs during a treatment session, consultation, interview, or examination. It is an affirmative defense that the defendant must prove by a preponderance of the evidence that the client or patient consented to the sexual intercourse with the knowledge that the sexual intercourse was not for the purpose of treatment;
  - (e) When the victim is a resident of a facility for persons with a mental disorder or chemical dependency and the perpetrator is a person who is not married to the victim and has supervisory authority over the victim; or
  - (f) When the victim is a frail elder or vulnerable adult and the perpetrator is a person who is not married to the victim and who:
    - (i) Has a significant relationship with the victim; or
    - (ii) Was providing transportation, within the course of his or her employment, to the victim at the time of the offense.

### RAPE IN THE THIRD DEGREE

**(RCW 9A.44.060)** A person is guilty of rape in the third degree when, under circumstances not constituting rape in the first or second degrees, such person engages in sexual intercourse with another person:

- (a) Where the victim did not consent as defined in RCW 9A.44.010(7), to sexual intercourse with the perpetrator and such lack of consent was clearly expressed by the victim's words or conduct, or
- (b) Where there is threat of substantial unlawful harm to property rights of the victim.

### VOYEURISM (RCW 9A.44.115)

A person commits the crime of voyeurism if, for the purpose of arousing or gratifying the sexual desire of any person, he or she knowingly views, photographs, or films:

- (a) Another person without that person's knowledge and consent while the person being viewed, photographed, or filmed is in a place where he or she would have a reasonable expectation of privacy; or
- (b) The intimate areas of another person without that person's knowledge and consent and under circumstances where the person has a reasonable expectation of privacy, whether in a public or private place.

## WSU Policy

### INDECENT EXPOSURE (RCW

**9A.88.010)** A person is guilty of indecent exposure if he or she intentionally makes any open and obscene exposure of his or her person or the person of another knowing that such conduct is likely to cause reasonable affront or alarm. The act of breastfeeding or expressing breast milk is not indecent exposure.

**HARASSMENT (RCW 9A.46.020)** A person is guilty of harassment if:

- (a) Without lawful authority, the person knowingly threatens:
  - (i) To cause bodily injury immediately or in the future to the person threatened or to any other person; or
  - (ii) To cause physical damage to the property of a person other than the actor; or
  - (iii) To subject the person threatened or any other person to physical confinement or restraint; or
  - (iv) Maliciously to do any other act which is intended to substantially harm the person threatened or another with respect to his or her physical or mental health or safety; and
- (b) The person by words or conduct places the person threatened in reasonable fear that the threat will be carried out. "Words or conduct" includes, in addition to any other form of communication or conduct, the sending of an electronic communication.

**STALKING (RCW 9A.46.110)** A person commits the crime of stalking if, without lawful authority and under circumstances not amounting to a felony attempt of another crime:

- (a) He or she intentionally and repeatedly harasses or repeatedly follows another person; and
- (b) The person being harassed or followed is placed in fear that the stalker intends to injure the person, another person, or property of the person or of another person. The feeling of fear must be one that a reasonable person in the same situation would experience under all the circumstances; and
- (c) The stalker either:
  - (i) Intends to frighten, intimidate, or harass the person; or
  - (ii) Knows or reasonably should know that the person is afraid, intimidated, or harassed even if the stalker did not intend to place the person in fear or intimidate or harass the person.

WSU policy (EP 15) prohibits sexual harassment including sexual misconduct and other forms of sex and gender based violence as defined below. WSU will address student allegations of sex and gender based violence regardless of where the conduct occurred.

**CONSENT** Consent to any sexual activity must be clear, knowing, and voluntary. Anything less is equivalent to a "no." Clear, knowing, and voluntary consent to sexual activity requires that, at the time of the act, actual words or conduct demonstrate clear permission regarding willingness to engage in sexual activity and the conditions of such activity. Silence or passivity is not consent. Even if words or conduct alone seem to imply consent, sexual activity is nonconsensual when:

- (a) Force or coercion is threatened or used to procure compliance with the sexual activity.
  - (i) Force is the use of physical violence, physical force, threat, or intimidation to overcome resistance or gain consent to sexual activity.
  - (ii) Coercion is unreasonable pressure for sexual activity. Coercive behavior differs from seductive behavior based on the type of pressure someone uses to obtain consent from another. When an individual makes it clear through words or actions that he or she does not want to engage in sexual contact, wants to stop, or does not want to go past a certain point of sexual interaction, continued pressure beyond that point may be coercive. Other examples of coercion may include using blackmail or extortion to overcome resistance or gain consent to sexual activity.
- (b) The person is asleep, unconscious, or physically unable to communicate his or her unwillingness to engage in sexual activity; or
- (c) The person lacks the mental capacity at the time of the sexual activity to be able to understand the nature or consequences of the act, whether that incapacity is produced by illness, defect, the influence of alcohol or another substance, or some other cause. When alcohol or drugs are involved, a person is considered incapacitated or unable to give valid consent if she or he cannot fully understand the details of the sexual interaction (i.e., who, what, when, where, why, and how), and/or he or she lacks the capacity to reasonably understand the situation and to make rational, reasonable decisions. ([WAC 504-26-221\(2\)](#))

**SEXUAL MISCONDUCT** Sexual misconduct is an egregious form of sex discrimination/sexual harassment. A number of acts may be regarded as sexual misconduct including, but not limited to, non-consensual sexual contact (including sexual intercourse) and sexual exploitation. Sexual misconduct includes sexual assault and other sexual violence. ([WAC 504-26-221\(1\)](#))

### NON-CONSENSUAL SEXUAL

**CONTACT** Nonconsensual sexual contact is any intentional sexual touching, however slight, with any object or body part, by one person against another person's intimate parts (or clothing covering any of those areas), or by causing another person to touch his or her own or another person's intimate body parts without consent and/or by force. Sexual contact also can include any intentional bodily contact in a sexual manner with another person's non-intimate body parts. It also includes nonconsensual sexual intercourse. ([WAC 504-26-221\(3\)](#))

**SEXUAL EXPLOITATION** Sexual exploitation occurs when a person takes nonconsensual or abusive sexual advantage of another for his/her own advantage or benefit, or to benefit or advantage anyone other than the one being exploited, and that behavior does not otherwise constitute one of the other sexual misconduct offenses explained above. Examples of sexual exploitation may include, but are not limited to:

- (a) Causing or attempting to cause the incapacitation of another person to gain sexual advantage over such other person;
- (b) Invading another person's sexual privacy;
- (c) Prostituting another person;
- (d) Engaging in voyeurism. A person commits voyeurism if, for the purpose of arousing or gratifying the sexual desire of any person, he or she knowingly views, photographs, records, or films another person, without that person's knowledge and consent, while the person being viewed, photographed, recorded, or filmed is in a place where he or she has a reasonable expectation of privacy;
- (e) Knowingly or recklessly exposing another person to a significant risk of sexually transmitted disease or infection;
- (f) Exposing one's intimate parts in nonconsensual circumstances;
- (g) Sexually based stalking and/or bullying. ([WAC 504-26-221](#))

**STALKING** Stalking is engaging in a course of conduct directed at a specific person that would

# Sexual Assault/Sex & Gender-Based Violence

cause a reasonable person to:

- (a) Fear for his or her safety or the safety of others; or
- (b) Fear for harm to his or her property or the property of others; or
- (c) Suffer substantial emotional distress. Stalking includes, but is not limited to, conduct occurring in person, electronically, or through a third party. ([WAC 504-26-223](#))

## INTIMATE PARTNER VIOLENCE (ALSO REFERRED TO AS DATING VIOLENCE OR DOMESTIC VIOLENCE)

Violence or abusive behavior within an intimate partner relationship. It can be physical, sexual, emotional, verbal, economic, or psychological in nature and can include actions or threats of actions that influence or harm an intimate partner. ([WAC 506-26-204](#)) (EP 15)

## Reporting

Crimes may be reported to the appropriate law enforcement agency for criminal investigation:

- Emergency – 911
- WSU Police Department  
– 509-335-8548
- Pullman Police Department  
– 509-332-2521
- Whitman County Sheriff's Department  
– 509-397-6266

Complaints regarding sex & gender based violence may be reported directly to WSU's Title IX Coordinator:

- Kimberly Anderson**  
WSU Title IX Coordinator  
French Ad 225 | Pullman, WA 99164  
509-335-8288 | [TitleIX.Coordinator@wsu.edu](mailto:TitleIX.Coordinator@wsu.edu)

WSU employees are required to report all information relating to allegations of sexual harass-

ment, including sex and gender based violence to the WSU Title IX Coordinator. For more information on this requirement including the limited exceptions to this rule see [oeo.wsu.edu/reporting-requirements-2/](#).

### REPORTING TO POLICE:

Complainants have the option to notify law enforcement authorities, including on-campus and local police. OEO can assist complainants in notifying law enforcement authorities if the complainant chooses to do so. Complainants can also decline to notify such authorities (WSU employees are mandated to report suspected child abuse and elder abuse to law enforcement). OEO and law enforcement agencies may also assist a complainant in learning about orders of protection, which may include connecting a complainant with an advocate from Alternatives to Violence of the Palouse.

## Confidentiality

WSU takes confidentiality seriously. Investigative information is shared with others on a need-to-know basis only, including with investigators, witnesses, the accused individual, and relevant WSU officials, or as required or permitted by law. In some cases, the investigation file may be subject to requests for public records; WSU redacts identifying or other information when legally permissible.

When a complainant requests confidentiality or that WSU not proceed with an investigation, WSU respects that request to the extent possible. WSU's legal obligation to provide a safe and nondiscriminatory environment may require that OEO proceed with an investigation, which may require investigators to share limited identifying information about a complainant. OEO informs a complainant if this occurs. In all cases, OEO works with the complainant to provide resources and support.

### CONFIDENTIAL CONSULTING PROTECTED BY LAW

Anyone who has experienced conduct implicated by this policy may choose to consult with a licensed mental health care provider or health care provider. By law, such professionals are able to assist victims confidentially and are exempt from legal obligations to report incidents for investigation, with some exceptions (for example, child abuse, elder abuse, certain threats of harm).

## Investigative and Hearing Procedures

Individuals who file a complaint with OEO can expect to receive information regarding resources available at WSU and in the community that provide counseling and support. OEO also provides information regarding the investigation process and interim measures that may be available while the investigation is pending.

After an incident is reported to OEO, WSU takes appropriate steps to stop the discriminatory behavior, prevent its recurrence, and remedy its effects. These steps typically include a prompt, effective, and impartial investigation.

Generally within one working day of receiving a complaint, OEO provides written materials to the complainant regarding WSU's policies, procedures, and available resources. These

materials include the name of a contact person for questions or comments regarding this policy and OEO's complaint procedures.

### OEO INVESTIGATION PROCESS

OEO will determine whether the WSU Policy Prohibiting Discrimination, Sexual Harassment, and Sexual Misconduct is implicated. OSC will determine whether or not provisions of the WSU Standards of Conduct for Students are implicated. In most instances, representatives from OEO and OSC will jointly conduct the investigation. The reporting party may determine the extent to which they will participate in this process. In some situations, the University may be required to proceed with an investigation regardless of whether the reporting party decides to participate in the investigation or disciplinary process.

During an investigation, OEO will interview witnesses and gather any documentary or other evidence. At the conclusion of the investigation, OEO will send an investigative memorandum to OSC in the case of student respondents, or to supervisors in the case of an employee respondent. The memorandum will include a summary of the investigation, findings of fact, and a conclusion as to whether or not EP 15 has been violated.

### STUDENT CONDUCT PROCESS

OSC will determine whether disciplinary action under the Standards of Conduct for Students is warranted. If disciplinary action is warranted, OSC may address the matter through an informal one-to-one conduct officer hearing, or refer it to the University Conduct Board for a hearing. The Conduct Board or Conduct

Office will make a decision on the matter within ten days of the hearing. Both the complainant and respondent will have a right to file an appeal of the Conduct Board's or conduct office's decision.

#### **SUPPORT PERSON OR ADVISOR.**

Complainants and Respondents may have a support person or advisor present during any investigative meetings or disciplinary proceedings. Advisors may not speak on behalf of the student.

#### **STANDARD OF PROOF.**

WSU uses a "preponderance of the evidence" legal standard to evaluate allegations of violations of this policy, which means it is "more likely than not" that the behavior or incident in the complaint occurred.

#### **TIMEFRAMES.**

OEO seeks to complete all investigations promptly after receipt of a complaint. An investigation of sexual assault, sexual misconduct, or domestic violence is typically completed within 60 calendar days unless there is good cause to extend that time frame.

#### **SIMULTANEOUS NOTIFICATION.**

Both the Complainant and the Respondent will receive simultaneous notification from WSU regarding:

1. The result of any disciplinary proceeding that arises from an allegation of sex and gender based violence;
2. The procedures for appealing the results of any such disciplinary proceeding;
3. Any changes to the result; and
4. The date such results become final.

#### **INTERIM MEASURES.**

WSU takes appropriate interim steps before a final resolution to support and protect the complainant, as needed. Such steps may be taken regardless of whether complainant wishes to pursue the complaint or notify law enforcement. WSU may impose a "no-contact" order, which typically includes a directive that the parties refrain from having contact with one another. Other interim measures include, but are not limited to, altering the academic, WSU housing, and/or WSU employment arrangements of the parties. When taking such steps, WSU seeks to minimize unnecessary or unreasonable burdens on either party;

however, every reasonable effort is made to allow the complainant to continue in his or her academic, WSU housing, and/or WSU employment arrangements. Violations of such protective measures may lead to disciplinary action.

#### **EMPLOYEE TRAINING.**

OEO and OSC staff receive continuous training throughout the year on topics related to dating violence, domestic violence, sexual assault, and stalking, as well as how to conduct an investigation and hearing process that protects the safety of victims and promotes accountability.



## **Disciplinary Actions**

The University vigorously enforces EP 15. Persons determined to have violated this policy are subject to sanctions imposed using the procedures set forth in applicable University policies and handbooks ((e.g., the WSU Faculty Manual, the Administrative Professional Handbook, WAC 357-40 (civil service employees), applicable collective bargaining agreements, or the WSU Standards of Conduct for Students, WAC 504-26)), including any appeal procedures therein. The chosen sanction is to be adequately and appropriately severe to prevent future offenses. The sanctions that are imposed, or other actions taken, must be reported to OEO by the administrator or supervisor who imposes the sanctions.

Possible Sanctions:

Student Conduct –

1. Warning
2. Probation
3. Restitution
4. Education
5. Community service
6. Loss of privileges
7. Loss of recognition
8. Hold on transcript and/or registration
9. No Contact Order
10. Trespass
11. Residence Hall Suspension
12. Residence Hall Expulsion
13. Withholding degree
14. Revocation of admission and/or degree
15. University Suspension
16. University Expulsion

Employee –

1. Warning
2. Verbal Counseling
3. Required Training
4. Memorandum of Concern
5. Letter of Reprimand
6. Suspension without pay
7. Demotion
8. Termination

In addition, inappropriate and unprofessional behavior by WSU personnel that does not rise to the level of a policy violation (e.g., unwelcome sexual comments that are not sufficiently severe, persistent, or pervasive to constitute sexual harassment), may nonetheless be subject to corrective or disciplinary action in some cases.

## **Help for Victims**

The University provides access to both confidential and other resources. Victims are encouraged to access whichever resource they feel most comfortable with. A current listing of resources for victims can be found on the Office for Equal Opportunity website at [o eo.wsu.edu/resources](http://o eo.wsu.edu/resources).

Victims and survivors are encouraged to seek medical care, even if they are unsure whether they want to make a police report or if they choose not to move forward with a criminal investigation. A healthcare provider can help assess your wellbeing and personal safety, provide any necessary medical treatment and refer you to counseling and other resources. Victims of sexual assault should preserve any evidence that may be necessary to prove a criminal offense. Preservation includes refraining from showering or bathing and saving articles of clothing worn during the assault. Victims have the option to be accompanied by a support person, such as a friend or an advocate, during medical appointments.

## Registered Sex Offender Information

The Campus Sex Crimes Prevention Act of 2000 requires colleges and universities to inform students and employees how to learn the identity of registered sex offenders on campus. This law also requires that sex offenders provide notice to any institution of higher education at which the person is employed or is a student. You can obtain information regarding registered sexual offenders by contacting the Whitman County Sheriff's Office, Records Department, located at N. 411 Mill, Colfax, Washington, 509-397-6266.

## Education and Prevention

Washington State University provides a range of programs to prevent sexual assault, dating violence, domestic violence, and stalking. For information about specific programs, visit <https://hws.wsu.edu/documents/2015/03/violence-prevention-2014-progress-report.pdf>

Keeping our community safe requires everyone on our campus to be proactive. Often when bystanders see situations that could lead to violence, our tendency is to walk away. We may feel unsure about our role in the situation or may be concerned for our physical safety. Even so, there are safe and positive options available to intervene in situations that may lead to acts of violence. These options include:

- Being direct. If you see someone doing something that is making another person uncomfortable, speak up.
- Getting someone else involved. If you feel like you can't handle the situation on your own, ask a group of friends to help you, or talk to a supervisor, RA, or other person of authority. If the situation is making you feel unsafe, contact the police.
- Creating a distraction. Sometimes the best way to get someone out of a potentially dangerous situation is to divert attention elsewhere.

If a situation is making you uncomfortable, chances are other people are uncomfortable too. By standing up and being a proactive bystander, you give other people encouragement to do the same. For more information about your role as a bystander, consider attending a Green Dot training.

## Washington State University Public Safety Higher Education Opportunity Act Pullman Campus Fire Safety Annual Compliance Report

### Overview

In August 2008, the Higher Education Opportunity Act (Public Law 110-315) became law. This act requires all U.S. academic institutions to produce an annual fire safety report outlining fire safety practices, standards, and all fire-related on-campus statistics pertaining to on-campus residential buildings. Pursuant to this act, the following document is a report detailing the fire safety practices, standards, and statistics applicable to the Washington State University Pullman Campus.

### University Housing

#### Residence Halls

All of WSU's operational residence halls have full fire sprinkler systems and automatic fire alarm systems that report to a continuously staffed dispatch center.

#### Campus Apartments

WSU Pullman has nine on-campus apartment complexes for students and their families. Of these nine complexes, one complex (Yakama Village) has a full fire sprinkler system and an alarm system that automatically reports to a continuously staffed dispatch center.

All apartment units in all nine complexes have smoke detectors. Most of these smoke detectors are single station detectors, thus, they sound a local alarm but do not automatically report to the dispatch center. Two of these apartment complexes have heat detectors in boiler and laundry rooms which automatically report to the dispatch center.

### Fire Drills

All University Residence Halls are scheduled to have one fire drill per semester during the academic school year. Academic buildings receive fire drills periodically based on hazard assessment, accreditation requirements, and safety committee recommendations.

### Fire Safety Regulations

#### Residence Hall Fire and Safety Regulations

The following is the list of room regulations every resident must follow. The list is posted in every residence hall room.

- Smoke detectors are located in all residence hall sleeping rooms as a source of early warning in case of fire. To ensure it is working properly, test your smoke detector monthly. Smoke detectors can be tested by pushing the test button on the bottom of the detector. If a loud shrill alarm is produced by the detector, it is working properly. If the detector fails to sound an alarm or if it emits a short beep intermittently, the battery in the detectors must be replaced. Remove the battery from the detector and take it to the hall information desk for a replacement battery, free of charge.
- All extension cords must be three-wire, three prong type, and must be constructed with a minimum of 16-gauge wire. (Gauge numbers vary inversely with capacity.) Cords must be well-maintained, with no breaks in the insulation.
- Light-construction, multiple-outlet devices (cube taps) that plug directly into outlets are not authorized. Heavy-duty, multiple-outlet devices equipped with internal breaker protection, three-wire, three-prong ground protection, and 16-gauge or heavier wires are authorized. Authorized extension cords may be equipped with multiple outlets, as long as the outlet fitting is a single-piece, fused-rubber type that is an integral component of the extension cord.
- Not more than one high-wattage appliance such as a hair dryer, water warmer, etc., may be connected to a single wall outlet at one time.
- All appliances must be sufficiently pro-

## Annual Compliance Report (continued)

tected from shock hazards and must be maintained in good repair, with no insulation damage or exposed wires.

- Electrical cooking equipment such as fry pans, toasters, hot oil popcorn poppers, hot plates, personal microwaves, etc., are not authorized for use in student rooms. Well-maintained hot air popcorn poppers, coffee pots, bread making machines, and water warmers are allowed only if they are placed on a non-combustible surface such as ceramic or insulated metal.
- Electrical cords must not be crushed, compressed, constricted, or coiled in a manner that may cause breakdown of insulation, cause heat, or cause an induced current to appear in adjacent metal objects. Modification of electrical wiring is not permitted. Electrical cords shall not run through walls, ceilings, floors, doorways or windows, or across exits.
- Under certain circumstances (heating is inadequate, nonexistent, or temporarily out of order), portable heaters are authorized in residence halls. For guidance on authorized models see the Safety Policies and Procedures Manual, Policy 8.50. Follow the links below for more information.

[wsu.edu/manuals\\_forms/PDF/SPPM/8-50.pdf](http://wsu.edu/manuals_forms/PDF/SPPM/8-50.pdf)  
[facops.wsu.edu/eso\\_spaceheaters.aspx](http://facops.wsu.edu/eso_spaceheaters.aspx)

- Draperies, tapestries, blankets, or posters that are displayed on walls and doors in a manner which would facilitate ignition, block exits or fire detection units, or present overhead fire hazards are not authorized.
- Student-constructed furniture, posters, papers, and combustible decorations may not be present in sufficient amounts to constitute an excessive combustible fire load, nor can fire safety devices be obstructed.
- Decisions concerning fire load violations will be rendered in accordance with the judgment of the inspector and the following inspection guidelines:
  - Combustible wall paneling is prohibited.
  - Not more than 50% of room wall

space may be covered with combustible decorations.

- Full floor carpeting is allowed only on the original floor. (No carpet on walls, doors, ceilings, etc.)
- Student-made bunk constructions, shelves, or tables are allowed within a 100-board-foot maximum limit per room, as long as all exposed wood is treated with a minimum of three coats of approved flame retardant paint. Bunk constructions, including mattresses, can be no more than 72 inches above room floor level. It is strongly recommended that residents utilize noncombustible materials whenever possible in student-made constructions to limit fire load. Furthermore, all installations are subject to approval as to structural integrity and safety by representatives of Residence Life or Housing Services following installation.
- Anything that hinders quick exit from a room (e.g. messy room, furniture, etc.) is prohibited and must be corrected.
- Life safety signs on the inside of each residence room door shall be visible at all times. If the placard has been

torn or defaced, a new placard shall be obtained from Housing Services and placed over the existing placard.

- Decorations must be non-combustible or flame proofed. Paper and streamers attached to ceilings are not allowed. All decorations must be removed no later than three days following a holiday; Christmas/Chanukah/Kwanza/Ramadan decorations must be removed before semester break. Christmas trees and decorations are prohibited in hallways and elevator rooms. Small, fresh Christmas trees are permitted and must be placed in water. The base of the tree must be removed with an angled cut, at least one inch above the original cut. Trees must be well-supported, away from all sources of heat and ignition. Decorative lighting must be well maintained and bear the "UL" label. Lights must be unplugged when unattended.
- Special permission from the WSU Fire Marshal is required if decorative lights are to be used anywhere other than on Christmas trees (i.e. around one's room and in doorway is prohibited).
- Decorations in hallways are limited to room doors.



## WSU GENERAL FIRE SAFETY GUIDELINES

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### EMERGENCY EXITS

- Do not prop open, hold open, or obstruct designated fire doors.
- Do not lock or otherwise close a fire door or exit door to prevent or impede exit.
- Remove all obstruction from emergency exits and corridors.
- Report blocked or locked fire exits to the event supervisor or Fire Marshal.
- Do not obstruct fire alarm boxes, fire hoses, fire standpipes, fire extinguishers, fire sprinkler heads, fire/smoke detectors, or any other fire protection equipment.

*NOTE: Each sprinkler head must have a minimum of 18 inches of clearance.*

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### ELECTRICAL APPLIANCES

- Do not allow electrical appliances to be near common combustible materials.
- Observe good housekeeping practices. Do not allow concentrations of combustibles to collect or pile up and regularly empty wastebaskets.
- When a fire alarm sounds, exit the building immediately.

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### EMERGENCY EVACUATION PLAN

All buildings should have an emergency evacuation plan. The plan must be in writing and made available to employees on request. The employer should mandate that employees be trained to assist with a safe and orderly emergency evacuation of the building. Contact the University Fire Marshal at 509-335-4929 for evacuation plan information.

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### FIRE SAFETY IN UNIVERSITY HOUSING

Fire safety regulations are part of your rental agreement. Failure to comply with these regulations may result in disciplinary actions, fines, penalties, liabilities, and/or eviction.

Read the fire safety regulations carefully as they provide you with information to make you and your residence fire-safe. Help us promote fire safety by complying with these important policies. If you have questions or wish for further information on fire prevention or fire survival, please call the University Fire Marshal at 509-335-4929.

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### EMERGENCY SITUATIONS

If you need emergency fire assistance or medical assistance, call 911. There is a delay of approximately seven seconds for on-campus phones before it rings—stay on the line. Be prepared to give a clear description of the problem, your location (including hall, floor, and the nearest entrance), and your name and phone number. If possible, designate someone to meet the emergency response crew/police to give them information about the situation and directions to the location of the situation. Residence Life staff are trained to assist in emergencies; utilize them in seeking help.

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### FIRE REPORTING PROCEDURES

In the event of a fire:

- Contain the fire, if possible, by closing the door, and pull the fire alarm (if available).
- Notify the Fire Department by telephone (dial 911), identify what is burning, and be sure to report the building, floor, and your name.
- Leave the building using the nearest stairwell; do not use an elevator. Close the room and hallway doors, and lock them behind you if there are security issues. Remain calm at all times.
- Do not attempt to fight the fire—evacuate the building.

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### BUILDING EVACUATION

Everybody is required to evacuate the building when a fire alarm is sounded. Those refusing to cooperate with staff and/or evacuate the building during a fire alarm are subject to disciplinary and/or legal action. Fire drills are conducted periodically to ensure that residents know evacuation routes. All residents should know the location of fire exits. Please memorize the fire instructions that are posted on the back of each student room door. Do not obstruct fire safety instructions.

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### CORRIDORS AND EXITS

It is absolutely essential for corridor separations and stairwell doors to be closed at all times, unless the door is equipped with an approved electromagnetic door closer. Fire doors retard the travel of smoke, heat, toxic gases, and fire. All stairwell doors must be closed at all times. Do not place any combustible material on these doors. Absolutely no paneling, burlap, draperies, parachute netting, Styrofoam, or any type of wood can be installed in exit corridors or stairwells.

Building fire equipment such as sprinkler heads, smoke detectors, heat detectors, fire hoses, extinguishers, standpipes, and alarm boxes must remain in good working condition and must not be obstructed. Unauthorized use or tampering with this equipment will result in disciplinary and/or legal action.

Some halls are equipped with fire escapes. These escapes are not to be used for any reason except in an actual emergency. Disciplinary action will result if fire escapes are used inappropriately.

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## General Fire Safety Guidelines (continued)

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### FLAMMABLE FLUIDS AND CHEMICALS

Use or storage of flammable fluids, flammable chemicals, and/or potentially dangerous chemicals is prohibited in all residence halls.

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### OPEN FLAME BURNING

Open flame burning of any kind (e.g., candles, burners, incense, etc.) is prohibited. Any exceptions must be approved in advance by the Fire Marshal, on a case by case basis. Unburned decorative candles are allowed as long as they do not contribute to a combustible fire load. Should the origin of any fire be traced to a resident ignoring this policy, the resident is subject to disciplinary action, legal action, and financial responsibility. Residence hall rooms may be inspected by University officials to ensure a safe, healthy living environment. Individuals found in violation of safety regulations will be cited and given the opportunity to correct the problem. Failure to comply with safety regulations will result in disciplinary action and/or a fine.

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### SMOKING

No smoking is permitted in any state buildings, including residence halls and apartments, by state law.

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### FIRE INSPECTIONS

WSU Pullman has one fire marshal and one fire inspector assigned to plans review, fire code enforcement, fire inspections, and fire safety training. The public areas (hallways, corridors, meeting rooms, etc.) of residence halls are inspected once each semester. Academic buildings are inspected periodically based on hazard classification and time availability. Academic departments have active safety committees that also conduct general safety inspections and report perceived fire safety problems to the fire marshal for resolution.

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### FIRE SAFETY TRAINING

The fire inspector conducts fire extinguisher training classes with hands-on extinguishment of fires for university employees. These classes are conducted outside in non-freezing weather using water and propane gas based fire extinguisher training apparatus.

The fire marshal and/or the fire inspector also conduct fire safety seminars and classes for residence halls and academic departments when requested.

Five fire safety videos from the Center for Campus Fire Safety regarding college residence hall fires are available. For further information, call the fire marshal's office at 509-335-4929.

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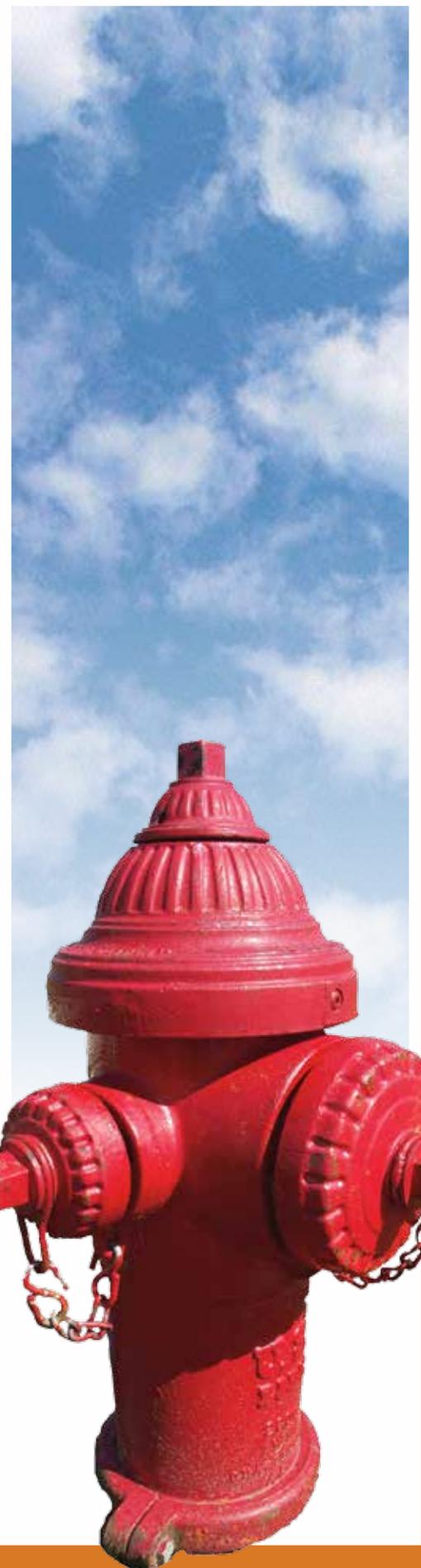
### EMERGENCY FIRE RESPONSE

Pullman Fire Services responds to fire alarms on the WSU Pullman campus. PFS is a combination fire department with both full-time and part-paid staff. They staff two fire stations in Pullman with 24-hour on-call staff.

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### LIFE SAFETY TECHNICIANS

WSU Facilities Operations employs six full-time life safety technicians who routinely maintain and test fire sprinkler systems, fire alarm systems, and fire extinguishers on the Pullman campus to ensure reliable operation in the event of a fire emergency.



## 2012–2014\* Fire Statistics, On-Campus Housing, WSU Pullman

Residence Halls	# of Fires			Fire Causes			# of Fire Deaths			# of Fire Injuries			Property Damage			Fire Detection & Suppression			# of Fire Drills		
	12	13	14	12	13	14	12	13	14	12	13	14	12	13	14	12	13	14	12	13	14
Community Duncan Dunn	0	0	0				0	0	0	0	0	0	0	0	0	A, B (see footnotes)			2	**	2
Gannon-Goldsworthy	1	0	0	Arson			0	0	0	0	0	0	0	0	0	A, B	A, B	A, B	2	2	2
Honors Hall	0	0	0				0	0	0	0	0	0	0	0	0	A, B	A, B	A, B	2	2	2
McCroskey	0	0	0				0	0	0	0	0	0	0	0	0	A, B	A, B	A, B	2	2	2
McEachern	0	0	0				0	0	0	0	0	0	0	0	0	A, B	A, B	A, B	2	2	2
Northside	N/A	0	0				N/A	N/A	0	N/A	N/A	0	N/A	N/A	0	N/A	A, B	A, B	N/A	2	2
Olympia Avenue	0	0	0				0	0	0	0	0	0	0	0	0	A, B	A, B	A, B	2	2	2
Orton	0	0	0				0	0	0	0	0	0	0	0	0	A, B	A, B	A, B	2	2	2
Regents	0	0	0				0	0	0	0	0	0	0	0	0	A, B	A, B	A, B	2	2	2
Rogers	0	1	0	Wiring			0	0	0	0	0	0	0	0	\$300	A, B	A, B	A, B	2	2	2
Scott-Coman	0	0	0				0	0	0	0	0	0	0	0	0	A, B	A, B	A, B	2	2	2
Stephenson East	0	1	0	Cooking			0	0	0	0	0	0	0	0	0	A, B	A, B	A, B	2	2	2
Stephenson North	0	0	0				0	0	0	0	0	0	0	0	0	A, B	A, B	A, B	2	2	2
Stephenson South	0	0	0				0	0	0	0	0	0	0	0	0	A, B	A, B	A, B	2	2	2
Stevens	0	0	0				0	0	0	0	0	0	0	0	0	A, B	A, B	A, B	2	2	2
Stimson	0	0	0				0	0	0	0	0	0	0	0	0	A, B	A, B	A, B	2	2	2
Streit-Perham	0	0	1			Suspicious	0	0	0	0	0	0	0	0	700	A, B	A, B	A, B	2	2	2
Waller	0	0	0				0	0	0	0	0	0	0	0	0	A, B	A, B	A, B	2	2	2
Wilmer-Davis	0	0	1			Suspicious	0	0	0	0	0	0	0	0	500	A, B	A, B	A, B	2	2	2
Campus Apartments	# of Fires			Fire Causes			# of Fire Deaths			# of Fire Injuries			Property Damage			Fire Detection & Suppression			# of Fire Drills		
Chief Joseph Village	2	0	0	Arson, Cooking			0	0	0	0	0	0	\$257,520	0	0	C	C	C	0	0	0
Chinook Village	0	0	1			Faulty Electrical Equipment	0	0	0	0	0	0	0	0	0	C	C	C	0	0	0
Columbia Village	0	0	0				0	0	0	0	0	0	0	0	0	C	C	C	0	0	0
Kamiak	0	0	0				0	0	0	0	0	0	0	0	0	C	C	C	0	0	0
Nez Perce Village	1	0	0	Arson			0	0	0	0	0	0	\$257,500	0	0	C	C	C	0	0	0
Step toe Village	0	1	0			Food	0	0	0	0	0	0	0	0	0	C	C	C	0	0	0
Terrace	0	1	0			Cooking	0	0	0	0	0	0	0	\$50	0	C	C	C	0	0	0
Valley Crest	0	0	0				0	0	0	0	0	0	0	0	0	C	C	C	0	0	0
Yakama Village	0	0	0				0	0	0	0	0	0	0	0	0	A, B	A, B	A, B	0	0	0

\* Statistics are for the 2012, 2013, and 2014 calendar years.

\*\* Under remodel

- A. Full automatic fire sprinkler system.
- B. Automatic fire alarm system, with smoke and heat detectors, that reports to a continuously staffed dispatch center.
- C. Single station smoke detectors in apartments.

# Contact Information

## Police Resources:

WSU has a working relationship with local law enforcement agencies and can request information from those agencies related to police investigations that impact WSU. Law enforcement agencies may share information with WSU where it is legally permissible to do so.

WSU Police Department  
[police.wsu.edu](http://police.wsu.edu)

Pullman Police Department  
[pullman-wa.gov/departments/police](http://pullman-wa.gov/departments/police)

Whitman County Sheriff's Office  
[whitmancounty.org/sheriff](http://whitmancounty.org/sheriff)

**IN CASE OF AN EMERGENCY CALL 911**

## Washington State University Campus Security Authorities

Director of Athletics

Director of Athletic Development

Assistant AD for Compliance

Head Athletic Trainer

Sports Information Director

Director of Sports Equipment

All head coaches and assistant coaches for recognized NCAA and Club Sports (includes the cheerleader advisor)

Director of Residence Life

Area coordinators

REDs and ADs

Executive Director of Health and Wellness

Executive Director of Student Involvement

Every person listed as an advisor for any student club or RSO on campus

Vice President for Student Affairs

Associate Vice President/Dean of Students

Director of Access Center

Director of Multicultural Student Services

Director of Gender Identity/Expression and Sexual Orientation Resource Center

Director of New Student Programs

Director of the Center for Fraternity and Sorority Life

Vice President for Finance and Administration

Associate Vice President for Human Resource and Payroll Services

Director of Office for Equal Opportunity

Director of Women's Resource Center

Commanding Officers of ROTC units

## University Resources:

These offices share information only on a need-to-know basis but cannot guarantee confidentiality.

WSU Access Center  
[accesscenter.wsu.edu](http://accesscenter.wsu.edu)

Office of the Dean of Students (DOS)  
[deanofstudents.wsu.edu](http://deanofstudents.wsu.edu)

Office for Equal Opportunity (OEO)  
[oeo.wsu.edu](http://oeo.wsu.edu)

Office of Student Conduct (OSC)  
[conduct.wsu.edu](http://conduct.wsu.edu)

Student Financial Services (SFS)  
[finaid.wsu.edu](http://finaid.wsu.edu)

Office of the University Ombudsman  
[ombudsman.wsu.edu](http://ombudsman.wsu.edu)

Office of International Programs  
[ip.wsu.edu](http://ip.wsu.edu)

## Employee Services:

Employee Assistance Program (EAP)  
[eap.wsu.edu](http://eap.wsu.edu)

Human Resource Services (HRS)  
[hrs.wsu.edu](http://hrs.wsu.edu)

## Confidential Resources:

In most instances, service providers from the following resources can speak with students confidentially about their concerns.

WSU Counseling and Psychological Services (CaPS)  
[counsel.wsu.edu](http://counsel.wsu.edu)

WSU Health and Wellness Services (HWS)  
[hws.wsu.edu](http://hws.wsu.edu)

Palouse River Counseling (PRC)  
[palouserivercounseling.org](http://palouserivercounseling.org)

Alternatives to Violence of the Palouse (ATVP)  
[atvp.org](http://atvp.org)

Pullman Regional Hospital (PRH)  
[pullmanregional.org](http://pullmanregional.org)

Northwest Justice Project Free Legal Hotline (CLEAR)  
[nwjustice.org](http://nwjustice.org)

National Suicide Prevention Lifeline  
800-273-8255 or 800-273-TALK

Unless designated as a confidential resource, most WSU employees are required to report incidents of sexual harassment and misconduct to the WSU Title IX Coordinator.

## Transportation Services

Pullman Transit (bus): [pullman-wa.gov/departments/pullman-transit](http://pullman-wa.gov/departments/pullman-transit)

Dial-A-Ride: [pullman-wa.gov/departments/pullman-transit/dial-a-ride](http://pullman-wa.gov/departments/pullman-transit/dial-a-ride)

WSU Women's Transit: [women.wsu.edu/womens-transit](http://women.wsu.edu/womens-transit)

Cougar Security Walking Escort Service: [police.wsu.edu/CougarSecurity](http://police.wsu.edu/CougarSecurity)

Wheatland Express, Eastern Washington bus service: [wheatlandexpress.com](http://wheatlandexpress.com)

## Preparation of Crime Statistics

The Washington State University Police Department submits a report to the Washington Association of Sheriffs and Police Chiefs which is forwarded to the FBI Uniform Crime Reporting System. As of October 1998, amendments to the original Campus Security Act of 1990 provided new definition and guidance that strengthened the language on mandated reporting of crime. The amendments mandate reporting by "Campus Security Authorities." Deans, coaches, residence hall staff, student clubs, organizations, student advisors, and other campus officials having "significant responsibility for student and campus activities," not just police, must now report annual campus crime statistics (professional and pastoral counselors excluded; passages in quotations are taken from page 59063 of the Federal Register, Vol. 64, No. 210, Monday, November 1, 1999, (Final) Rules and Regulations). WSU's Campus Security Authorities are listed on page 18.

The Washington State University Police Department serves as the clearinghouse in the statistical gathering of crime data from Campus Security Authorities for inclusion in the annual report.

The statistics from the Pullman Police Department and the Whitman County Sheriff's office are collected from a shared records keeping program. All figures reported are incorporated in the statistical tables that appear at the end of this document, which include crime statistics for the most recent three-year period.

# Comparative Crime Statistics

WSU Pullman	On-Campus Total			On-Campus Residences			Non-Campus Student Controlled Facilities			Non-Campus Public Property Pullman			Student Disciplinary Referrals/ Actions			Unfounded		
	12	13	14	12	13	14	12	13	14	12	13	14	12	13	14	12	13	14
Crimes	12	13	14	12	13	14	12	13	14	12	13	14	12	13	14	12	13	14
Murder	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	*	*	0
Manslaughter	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	*	*	0
Sex Offenses																		
Forcible Sex Offense	6	10	6	6	10	6	4	0	4	0	0	0	13	4	3	*	*	0
Non-forcible Sex Offense	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	*	*	0
Robbery	1	1	0	0	0	0	0	0	0	0	0	0	0	0	0	*	*	0
Assault (Aggravated)	0	4	2	0	0	0	1	2	2	0	0	0	0	0	0	*	*	0
Burglary	51	32	32	32	11	22	16	12	13	0	0	0	9	4	1	*	*	1
Motor Vehicle Theft	1	3	4	0	0	0	0	0	0	0	0	0	0	0	0	*	*	2
Arson	5	0	3	3	0	2	0	0	0	0	0	0	0	0	0	*	*	0
Stalking	*	16	6	*	12	4	*	0	0	*	0	0	*	0	0	*	*	0
Domestic Violence/Dating Violence	*	15	11	*	2	9	*	3	3	*	0	0	*	0	0	*	*	1
Alcohol	168	193	147	8	5	0	16	3	7	3	1	0				*	*	0
Drugs	199	85	40	49	33	10	1	0	0	1	2	0				*	*	3
Weapons	4	1	1	1	1	1	1	0	0	0	0	0				*	*	0
Hate Crimes	2	0	0	0	0	0	0	0	0	0	0	0				*	*	1
Alcohol Referrals	863	442	299	224	384	240	0	0	0	7	0	0						
Drug Referrals	190	117	318	42	97	292	0	0	0	1	2	0						
Domestic Violence/Dating Violence Referrals	*	1	2	*	1	2	*	0	0	*	0	0						
Stalking Referrals	*	4	1	*	3	1	*	0	0	*	0	0						
Weapons Referrals	0	2	2	0	1	2	2	0	0	0	0	0						
Hate Crime Referrals	0	0	0	0	0	0	0	0	0	0	0	0						

\*Data not available before 2013.

\*Data not available before 2014.

There were no hate crimes reported in 2013 or 2014. There were 2 hate crimes reported in 2012: one involved national-origin bias and one involved sexual-orientation bias.

WSU Extension Sites	Academic Centers			County Learning Centers			Agriculture Research/ Extension Centers		
	12	13	14	12	13	14	12	13	14
Murder	0	0	0	0	0	0	0	0	0
Manslaughter	0	0	0	0	0	0	0	0	0
Sex Offenses									
Forcible Sex Offenses	0	0	0	0	0	0	0	0	0
Non-forcible Sex Offenses	0	0	0	0	0	0	0	0	0
Robbery	0	0	0	0	0	0	0	0	0
Assault (Aggravated)	0	0	0	0	0	0	0	0	0
Burglary	0	0	0	0	0	0	1	0	0
Motor Vehicle Theft	0	0	0	0	0	0	0	0	0
Arson	0	0	0	0	0	0	0	0	0
Stalking	*	0	0	*	0	0	*	0	0
Domestic Violence/Dating Violence	*	0	0	*	0	0	*	0	0
Alcohol Arrests	0	0	0	0	0	0	0	0	0
Drug Arrests	0	0	0	0	0	0	0	0	0
Weapons Arrests	0	0	0	0	0	0	0	0	0
Hate Crimes	0	0	0	0	0	0	0	0	0
Alcohol Referrals	0	0	0	0	0	0	0	0	0
Drug Referrals	0	0	0	0	0	0	0	0	0
Domestic Violence/Dating Violence Referrals	0	0	0	0	0	0	0	0	0
Stalking Referrals	0	0	0	0	0	0	0	0	0
Weapons Referrals	0	0	0	0	0	0	0	0	0
Hate Crime Referrals	0	0	0	0	0	0	0	0	0