



UNIVERSITY OF WESTERN STATES

Integrating Health and Science

**ANNUAL CAMPUS SECURITY REPORT
REPORTING STATISTICS FOR CALENDAR YEAR
2012**

Prepared September, 2013
By Jill Punches,
Director of Operations and Auxiliary Services

Table of Contents

Contents

Introduction	4
Locations.....	5
Reporting Criminal Offenses	5
Situation Contact.....	5
UWS Campus Public Safety Office	5
Duties	5
Campus Safety and Security at Off-site Clinics	6
Safety Awareness and Crime Prevention	6
Campus Warning and Notification System	7
Management of Campus Safety and Emergency Response.....	7
UWS Facilities and Safety Committee	7
Campus Training and Education	8
UWS Policies Related to Clery Act Reporting.....	8
On Campus Emergency Response	8
Accident/Injury/Incident Procedures.....	8
Clinic Procedures for Accident/Injury/Incidents.....	9
In-Class Accident/Injuries/Incidents	9
Safety Issues and Campus Repairs.....	9
Closing Due to Inclement Weather or Emergency	10
Main Campus and Campus Health Center	10
Drugs, Narcotics and Alcohol	11
Procedure	11
Smoke and Tobacco-free Campus	12
Criminal Records and Administrative Sanctions/Restrictions	12
Weapons on Campus	13
Sexual Harassment/Discrimination (Employees)	14
Sexual Harassment/Discrimination (Students).....	15
Counseling and Confidentiality.....	16
Student Conduct.....	16

Crime Log - Attached 17

ANNUAL CAMPUS SECURITY REPORT
REPORTING STATISTICS FOR CALENDAR YEAR
2012
Prepared September 2013

Introduction

The *Jeanne Clery Disclosure of Campus Security Policy and Campus Crime Statistics Act* ("The Act"), originally enacted by Congress in 1990, codified at 20 USC 129(f) as part of the *Higher Education Act of 1965*, is a federal law that requires colleges and universities to disclose specific information about crime and security policies on an annual basis. The original law, and subsequent amendments, was championed by the parents of Jeanne Clery, who was murdered at Lehigh University in 1986. Amendments to the Act in 1998 renamed it in memory of Jeanne Clery (*The Clery Act*).

In 2008, the *Higher Education Opportunity Act (HEOA)* (Public Law 110-315) reauthorized and expanded the *Higher Education Act of 1965*, as amended. *HEOA* amended the Clery Act and created additional safety and security related requirements for institutions of Higher Education. More information on the Clery Act can be found on the Department of Education's Campus Security website at: <http://www2.ed.gov/admins/lead/safety/campus.html>

The information contained in this report is provided to assist students in making decisions that may affect their personal safety when considering enrollment at University of Western States (UWS). The report also provides current students and employees as well as prospective students and employees with information they may need to avoid becoming victims of crime on campus.

The report is located on the University of Western States website: www.uws.edu under the "Campus Resources" and "Campus Safety" tab. The report includes a link to the annual Campus Safety and Security Survey which includes data collected from internal and external sources. Internal sources include campus public safety, student services, campus operations, human resources and reports from faculty, students, staff and clinicians in response to accidents or incidents occurring on campus. Clery crime statistics provided by the Portland Police Bureau, the Gresham Police Bureau, and Chemeketa Community College provide external sources of information.

Safety and Security at University of Western States is a community effort among our students, faculty and staff. Safety and Security concerns are recognized as an important part of providing an appropriate learning environment. University of Western States, through its Campus Public Safety Office, is committed to preserving a safe and secure environment on behalf of every person who uses works and learns at the university.

Locations

Main Campus	2900 NE 132 nd Avenue, Portland, OR
Columbia Integrated Care	5847 NE 122 nd Avenue, Portland, OR
Gresham Integrated Care	1901 NW Civic Drive, Gresham, OR
Burnside Clinic (Until July, 2012)	220 NW Burnside, Portland, OR
Health Centers of UWS - Downtown (Beginning July, 2012)	315 SW 4 th Avenue, Portland, OR
Health Centers of UWS - Salem	4000 Lancaster Dr. NE Building 8, Room 104, Salem

The UWS campus consists of 22 acres located in the Russell Neighborhood of Portland. The campus –consists of eleven buildings. UWS offers programs in Doctor of Chiropractic, Massage Therapy, MS in Exercise and Sports Science, MS in Nutrition and Functional Medicine online program, BS in Human Biology, and a Radiology Residency.

UWS does not have residential or housing facilities, either on or off-campus.

Reporting Criminal Offenses

Situation

Immediate life-threatening or medical emergency

Criminal offense occurred in the past (burglary, etc.)

Contact

Call 911, then contact

Campus Security at (503) 206-3206

Campus Security at (503) 206-3206

In addition, students may report incidents to the Director of Student Services. Employees may report incidents to their supervisor or to the Human Resources Generalist.

UWS Campus Public Safety Office

The Director of Facilities oversees Campus Public Safety. The office is located in the basement of the Science Building. During the day, campus safety and security is handled by maintenance staff who are trained in public safety response. McRoberts Security provides security coverage beginning late afternoon, weekends and in the evenings during hours when students and staff may be on campus.

Officers are trained in first aid and Automated External Defibrillator (AED) training. Officers conduct foot patrols on the Main UWS Campus.

Duties

Among the services provided by UWS Campus Public Safety are:

- Personal escorts during the evening or after normal business hours from buildings to parked cars;
- Distribution and tracking of college keys;
- Access control for the Anatomical Sciences Building;
- Security for college facilities;
- Investigation of criminal incidents;

- Response to emergencies, fire and security alarms;
- Reports of injuries or illness;
- Investigation of traffic accidents;
- Report of safety hazards;
- Crowd control;
- Parking and traffic enforcement;
- Delivery of emergency messages;
- General information and other types of service calls.

Campus Safety and Security at Off-site Clinics

Portland Police officers are the first responders for any major safety and security issues at Columbia Integrated Care and the Burnside or Downtown clinic. Gresham police are the first responders for any major safety or security concern at Gresham Integrated Care. Chemeketa Community College handles all safety and security issues at the UWS Salem Clinic.

Safety Awareness and Crime Prevention

Part of crime prevention is individual safety consciousness and awareness of one's personal environment. The university suggests the following crime prevention measures, which can contribute to the safety and security of the UWS community:

- Students and employees should wear or carry their UWS identification badge at all times.
- Do not park in isolated areas. At night, walk in well-lighted areas in groups, and avoid short cuts and deserted areas. Students and staff may call Campus Public Safety to provide a safety escort if desired.
- Lock your car immediately upon entrance to or exit from your vehicle.
- Keep your car keys and all identifying information with you at all times?
- Do not leave valuable items in your car.
- Do not carry more cash than necessary, and do not advertise how much you have.
- Do not leave personal property unattended anywhere on campus. Keep your locker locked, and do not store valuables or your ID in your locker.
- Do not bring any kind of weapon onto UWS property. Firearms and other weapons are prohibited. Violators are subject to disciplinary action. (See UWS Weapons Policy)
- Never confront someone suspicious. Call 9-1-1 if necessary from a safe location.

If anything makes you feel unsafe or threatened, call Campus Public Safety at (503) 206-3206 or 211 from a campus phone. In an emergency situation, always call 9-1-1 first from a safe location.

Safety and crime prevention are of utmost importance to the campus community. During normal business hours, UWS will be open to students, employees, contractors, guests, and invitees. Please contact Campus Public Safety during non-business hours to access campus facilities.

Campus Warning and Notification System

UWS employs a Campus Notification System to alert members of the UWS community in the event of a weather-related campus closing or delayed opening, emergency situation, or other important situation such as the occurrence of a crime. Powered by e2Campus, the notification system is used to communicate important information during any potential emergency.

Participation in the Campus Notification System is optional, and participants must sign up in order to receive these important messages via text or email. Registration is done online. Notices are transmitted in the form of text messages sent to subscribers' emails and/or cell phones. The university does not charge participants to use the service. However, recipients of messages may be assessed a text-message fee by their cell phone service companies.

When signing up for the Campus Notification System, enrollees will be required to provide the following information:

- Name
- User ID
- Password
- Email
- Cell phone number

A confirmation text message will be sent to the enrollee's cell phone when sign up is completed. The system will ask the enrollee to submit a four-digit code via computer to complete the verification.

In the event that a situation arises on the UWS campus that in the judgment of Campus Public Safety or campus administration constitutes an on-going or continuing threat, a campus wide "timely warning" will be issued by the Director of Public Relations, Communications and Marketing, Director of Facilities, or other system administrator.

Circumstances in which a warning will be issued may include hazardous weather, a lock down, or any other safety or security concern requiring immediate notification. Such warning will be issued through the Campus Notification System as well as through the university e-mail system. Campus administration tests the alert system twice a year.

Management of Campus Safety and Emergency Response

UWS Facilities and Safety Committee

The University of Western States has a Facilities and Safety Committee co-chaired by the Director of Facilities and the Director of Operations and Auxiliary Services. Both Directors report to the Vice President of Finance and Administration who has overall oversight of campus safety and security programs. Safety Committee members represent all facets of the

campus environment and include faculty, university administrators and students. The Safety Committee meets monthly. Meeting minutes are posted on the Safety Bulletin Board in the Administration Building. Recent activities involved conducting a fire drill, walk-thrus of campus buildings and providing education on topics such as fire preparedness and responding to violence on campus.

Campus Training and Education

The Director of Operations and Auxiliary Services provides a campus safety orientation to all incoming DC and Massage students at our main campus. This training includes important contact information, safety awareness education, how to handle accidents and injuries, and the viewing of *Shots Fired*, a video developed for college campuses on how to respond to campus violence. The UWS Health Center located in Salem follows campus safety procedures in place at Chemeketa Community College. New student orientations in Salem include training from the Chemeketa Campus Safety office.

UWS Policies Related to Clery Act Reporting

UWS has policies in place to address campus safety and security. These policies may be updated throughout the year. Policies are available on the UWS portal at: <https://portal.uws.edu/policiesandprocedures/Pages/default.aspx>

On Campus Emergency Response

It is the policy of University of Western States to respond to emergencies including accidents, injuries, life threatening situations and other unforeseen/dangerous occurrences on campus. The following procedures should be followed in the event of an accident/injury/incident on the UWS campus.

Note: The Accident Report form is available on the university portal.

Accident/Injury/Incident Procedures

1. If an accident/injury/incident occurs on campus that is an emergency, a threat to others, or a medical emergency, the following procedure should be observed:
2. Call 911 immediately.
3. Call 211 or (503) 206-3206 - UWS Campus Public Safety.
4. Campus Public Safety will respond to the emergency, assess the situation, call 911 if others have not done so, and provide information to the police and responding agencies.
5. If injured, the victim should not be moved except by qualified personnel.
6. Campus Public Safety will immediately notify the Director of Facilities or appropriate designee. The Director of Facilities or designee will determine the extent of the situation and respond accordingly.
7. If the situation affects others on campus, UWS administration will notify the campus community of emergencies that present a danger to others using the Campus Alert System, and will take all necessary steps to ensure the safety of all constituents.
8. The Campus Public Safety officer will complete an Accident/Injury/Incident Report, take witness information and statements, ask for police contact information, and collect all relevant information and reports at the scene.
9. Within 24 hours of the accident/injury/incident, Campus Public Safety will submit a copy of all reports and information obtained at the scene to the Director of Operations and Auxiliary Services.

10. If the injured was a UWS employee, the Campus Public Safety officer will notify Human Resources.
11. The Director of Operations and Auxiliary Services will receive all Accident/Injury/Incident reports and will review the report and investigate to resolve any questions, safety issues, or concerns.
12. Campus Public Safety will note the date, time, and place of the accident/injury/incident in a safety log, and keep the log and copies of all reports and materials in a secure location.

Clinic Procedures for Accident/Injury/Incidents

If the injured individual is evaluated at a UWS clinic, the following procedure should be observed:

1. The clinician will complete an Accident/Injury/Incident Report and immediately forward it to the Director of Clinic Operations.
2. Clinician will record the presence of an injury in the SOAAP note, and place a copy of the Accident/Injury/Incident Report in the communications area of the patient's file.
3. Within 24 hours of receiving the clinician's report of injury and the Accident/Injury/Incident Report, the Director of Clinic Operations will provide a copy of the Accident/Injury/Incident Report to the Director of Operations and Auxiliary Services
4. If the injured is a UWS employee, the Director of Clinic Operations will notify Human Resources.

In-Class Accident/Injuries/Incidents

If an injury occurs in class, the following procedure should be observed:

1. If the student who was injured in class arrives at a UWS clinic, or reports the injury to an instructor, the UWS clinician or the instructor will complete an Accident/Injury/Incident Report, and immediately forward it to the Director of Clinic Operations.
2. Within 24 hours of receiving the Accident/Injury/Incident Report, the Director of Clinic Operations will provide a copy of the Accident/Injury/Incident Report to the class instructor, the appropriate department chair, and the Director of Operations and Auxiliary Services.

Safety Issues and Campus Repairs

If an unsafe condition on campus contributed to the accident/injury/incident, the following procedure should be followed:

1. The campus public safety officer responding to the scene will notify Maintenance of the condition or repair issue, and if the condition presents a risk to others, the officer will remain at the site until a maintenance worker arrives to initiate repairs or appropriately cordon off the area if repairs cannot be made immediately.
2. If a campus safety condition or repair issue is reported by a patient at a UWS clinic, the clinician will notify Maintenance of the issue.
3. If the condition does not present an immediate risk to others, the responding safety officer will place a visible barrier or marker at the site until the repair has been completed.
4. Within 24 hours of receiving report of a safety repair issue, Campus Public Safety will ensure that the Director of Facilities has all information regarding the safety issue and assist with solutions, as requested.

5. The Director of Facilities will review the repair report, all information from the accident/injury/incident, will inspect the repairs, and will verify that the safety issue has been resolved.
6. The Director of Facilities will provide information about the safety issue and its resolution to the UWS Safety Committee.

Closing Due to Inclement Weather or Emergency

Circumstances beyond the university's control, such as inclement weather, national crisis, or other emergencies, may cause it to be unsafe or impossible for employees and students to report to work/classes. The president or his/her designee decides when and if conditions warrant official closure or delayed start of the workday.

Main Campus and Campus Health Center

If a decision is made to close or delay opening, students and employees will be notified by email and/or mobile phone text notice of campus closures and delays through the e2Campus Alert system. Employees and students may sign up for automatic alerts through the university website: <http://www.uws.edu/alerts.aspx>. Campus constituents must re-register annually. Students and employees may also check the following resources for information about university closings:

Media

A delayed start or closure will be communicated to the major media outlets including TV and radio stations and their websites. The information will also be displayed on TV screen crawls as possible.

Internet

This information is readily accessible to students, faculty and staff on the Internet at: <http://www.flashalert.net/news.html?id=383>.

Off-Campus Clinics

If a decision is made to close or delay the opening of any off-campus clinic/s, the office of clinics will notify staff, faculty and interns by email and/or phone.
Salem Campus (on the campus of Chemeketa Community College)
During periods of inclement weather in Salem, Chemeketa Community College will make the decision as to whether to delay opening or close the campus. If the Chemeketa campus announces a closure, UWS will not hold classes or clinic operations. Closing and delay information will be posted to a site on the Internet where it is readily accessible to students, employees, and news outlets. The direct URL to Chemeketa's information can be found at: <http://www.flashalert.net/news.html?id=197>.
If the university does not close and an employee believes s/he cannot safely get to work, the employee may take unpaid time off or use any accrued vacation or a personal holiday to avoid a loss in wages. However, the employee must notify his/her supervisor as soon as possible.

Drugs, Narcotics and Alcohol

This policy satisfies federal requirements set forth in the U.S. Department of Education's Drug-Free Schools and Communities Act of 1989.

The University of Western States prohibits the unlawful possession, use, manufacture, or distribution of alcohol or controlled substances by students and employees in buildings, facilities, grounds, or property controlled by the university, or as part of university activities.

Controlled substances include, but are not limited to, marijuana, cocaine, cocaine derivatives, heroin, amphetamines, barbiturates, LSD, PCP, tranquilizers, and inhalants. The University is committed to a program to prevent the abuse of alcohol and the illegal use of controlled substances and/or alcohol by employees.

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

All students and employees will notify the university of any criminal drug statute conviction for a violation occurring in buildings, facilities, grounds, or property controlled by the university within five (5) days after such a conviction. The university will, in turn, notify the applicable federal agency of the conviction.

Procedure

The following is the procedure to be followed if and when an employee is found to be under the influence of drugs, narcotics or alcohol on university premises.

1. Any employee who is found to be under the influence of drugs, narcotics or alcohol will be asked by his/her supervisor to leave the premises immediately. The supervisor will then document this occurrence, giving time, place and a description of behavior and circumstance which led to the employee being asked to leave.
2. The supervisor must report the incident to the human resources department.
3. At the discretion of the administration, a last chance agreement may be offered between the employee and the university. The agreement will state the terms and conditions necessary to the employee's continued employment at the university. If at this time the employee states that he/she has problems resulting from drug or alcohol abuse, the human resources department will assist the employee in seeking appropriate treatment.

Return to work will be predicated on the successful completion of treatment as certified by the treatment facility. The employee will be advised that if he/she is found to be under the influence of drugs, narcotics or alcohol at any time in the future on university premises, he/she will be terminated immediately. If the employee refuses treatment, he/she will be terminated.

Any supervisor who notices a pattern of impaired work performance, unacceptable conduct, unexplained absence or excessive use of leave time is encouraged to consult with the human resources department concerning appropriate procedures. In accordance with the drug and

alcohol policy, the emphasis in any intervention is on rehabilitation rather than on disciplinary or punitive action. The employee who enters treatment may be granted an unpaid leave for this purpose. Return to work will be contingent upon successful completion of treatment as certified by the treatment facility.

Any employee experiencing problems resulting from drug or alcohol abuse or addiction is strongly encouraged to seek treatment. Information about Portland metropolitan area treatment programs and facilities is available from the human resources department. The **human resources** department also has information about employee benefit insurance coverage for drug and alcohol treatment. Employee inquiries about treatment programs are confidential.

Smoke and Tobacco-free Campus

The University of Western States is a smoke- and tobacco-free campus. Smoking and tobacco use are prohibited in all campus buildings and grounds, in off-campus health centers, and at all university-sponsored events. Employees who choose to smoke or use tobacco products during the workday must leave campus or their work location to do so.

This policy applies to all students, employees, volunteers, patients, vendors, contractors, visitors, and campus guests. Individuals who fail to comply with this policy will be subject to appropriate disciplinary action up to and including being required to leave the campus grounds or facility (in the case of patients, volunteers, vendors, contractors and guests), dismissal from the university, and/or termination of employment.

The university complies with all federal, state and municipal laws and regulations regarding possession and/or use of smoking and tobacco products.

Note: In support of this policy, the university offers smoking cessation services and/or referral to resources through the office of human resources, the office of student services, and UWS Health Centers. Additional resources are available at the Oregon Tobacco Quit Line by calling 1-800-QUIT-NOW or registering at quitnow.net/Oregon.

Criminal Records and Administrative Sanctions/Restrictions

The university is committed to associating itself with faculty, staff and other authorized university representatives that comport themselves with integrity and exemplary professional conduct.

An employee and/or duly authorized university agent who, upon application for or during the course of employment and/or business relationship with the university must immediately disclose the final disposition of any such action noted below, regardless of its origin or nature, to his/her immediate supervisor, official university contact, and to the Office of Human Resources. Such actions include:

1. Having been found guilty or responsible for wrongdoing by a criminal court; or
2. Having been the subject of any disciplinary sanction or restriction by a jurisdictional licensing board or authority.

Any such findings by an administrative authority or civil court (other than minor traffic citations) may subject the individual to disciplinary action by the university up to and including immediate termination of employment for cause, and/or immediate termination of any business relationships with the university, depending on the nature, circumstances and severity of the offense.

The university may also choose to conduct an independent investigation into any matter involving alleged criminal or administrative misconduct and may, at the sole discretion of the university, impose disciplinary sanctions even in the absence of formal action by a criminal court or administrative authority.

Weapons on Campus

The University of Western States desires to protect the well-being of all members of the UWS community and to ensure campus safety. To meet this goal, university policy prohibits firearms and other weapons on campus. A weapon is any firearm or implement as defined by Oregon Statutes. Specifically, students, employees, and others performing services for the university (including temporary employees, consultants, contractors, and vendors) are prohibited from carrying, possessing, or using guns or other dangerous weapons or devices for any purpose at any time on university premises. This includes weapons (e.g., firearms, including hunting rifles) kept in vehicles on university property.

Weapons and other dangerous devices are also prohibited off of university premises while on university business or at university-sponsored events. Persons who possess a concealed-weapons permit are requested voluntarily to comply with the intent of this policy. On-duty campus security officers and other law enforcement individuals are allowed to possess weapons on the UWS campus, if so legally empowered.

It is not the purpose of this policy to restrict knives, scalpels, or other such objects used within the academic program, campus maintenance or maintenance of campus equipment, the preparation or consumption of food, utility tools, or tools typically found in a vehicle trunk. Although these objects are used and allowed on the UWS campus, they should be used for their intended purposes and not as weapons.

Anyone who observes or has knowledge of someone violating this policy should immediately report the incident to the campus public safety office. The observer should be prepared to provide any relevant information that caused him or her to observe or suspect the violation.

Campus safety personnel, management staff, and the president have the right to confiscate weapons from persons who are in violation of this policy. Weapons are held by the university while an investigation of the incident is conducted. Failure to adhere to the university's weapons policy or failure to cooperate in an investigation is grounds for disciplinary action, up to and including immediate termination of employment or suspension or dismissal from the academic program.

Sexual Harassment/Discrimination (Employees)

The University of Western States prohibits sexual harassment and/or gender discrimination of its employees. Such conduct may result in disciplinary action up to and including dismissal and/or legal action.

Sexual harassment is often described as unsolicited advances. It may range from inappropriate sexual suggestions to coerced sexual relations. Harassment is viewed as a situation in which an individual in a position to control, influence, or affect another's employment, compensation, promotion, or job assignments uses that power to coerce a person into sexual contact or relations or punishes the refusal. The harasser may be the victim's employer, supervisor, co-worker, or employee. Differentiating on the basis of gender in evaluation, expectation, education, and/or treatment constitutes gender discrimination. Sexual harassment and/or gender discrimination may also include the following:

1. Unsolicited verbal sexual comments;
2. Pressure for sexual activity;
3. Sexist remarks about a person's body or sexual activities;
4. Patting, pinching, or unnecessary touching;
5. Demanding sexual favors, accompanied by implied or overt threats involving one's employment, compensation, promotion, academic performance or opportunities, or job assignment;
6. Physical abuse;
7. Verbal abuse of a sexual nature;
8. Sexually degrading words to describe and/or address an individual;
9. Graphic or suggestive comments about an individual's dress or body;
10. Exposure to unwanted activities of a sexual nature (i.e., pornographic materials, provocative dancers, etc.);
11. Unwarranted gender distinction (disparate treatment) in teaching, treating, and/or evaluating a person in an office, laboratory, or classroom.

Because those who teach are entrusted with guiding students, judging and grading their work, and recommending them, instructors are in a relationship of trust and power. Because this relationship must not be jeopardized by possible doubt of intent, fairness of professional judgment, or the appearance to other students of favoritism, it is inappropriate for faculty to have romantic or sexual relationships with students.

For similar reasons, it is inappropriate for faculty or staff to have romantic or sexual relationships with employees over whom they have supervisory authority. Sensitivity to possible conflicts of interest or to misuse of power is necessary in cases of other romantic or sexual relationships where one partner may be in a position of power or authority over another.

Any employee who believes that the actions or words of a supervisor or fellow employee constitute unwelcome harassment and/or gender discrimination has a responsibility to report or complain as soon as possible to one of the two contact persons (one female, one male) appointed by the president.

All complaints of harassment and/or discrimination will be investigated promptly and in an impartial and as confidential a manner as possible. The names of the designated investigators may be obtained from the Office of Human Resources.

Sexual Harassment/Discrimination (Students)

The University of Western States prohibits sexual harassment and/or gender discrimination in any form of one of its students by another student, faculty member or other university employee, or outside agent. Such conduct may result in disciplinary action up to and including dismissal and/or legal action.

Sexual harassment is often described as unsolicited advances. It may range from inappropriate sexual suggestions to coerced sexual relations. Harassment is viewed as a situation in which an individual in a position to control, influence, or affect another's academic performance or educational environment (i.e., classrooms, clinic, labs, or any space designated a student environment) uses that opportunity to coerce a person into sexual contact or relations or punishes the refusal. The harasser may be a faculty member or other university employee, another student, or an agent outside the university. Differentiating on the basis of gender in evaluation, expectation, education, and/or treatment constitutes gender discrimination. The outcome of gender discrimination is disparate treatment. Sexual harassment and/or gender discrimination could include, but is not restricted to, the following actions:

1. Unsolicited verbal sexual comments;
2. Pressure for sexual activity;
3. Sexist remarks about a person's body or sexual activities;
4. Patting, pinching, or unnecessary touching;
5. Demanding sexual favors, accompanied by implied or overt threats involving one's academic performance or opportunities;
6. Verbal abuse of a sexual nature;
7. Sexually degrading words to describe or to address an individual;
8. Graphic or suggestive comments about an individual's dress or body;
9. Exposure to unwanted activities of a sexual nature (i.e., pornographic materials, provocative dancers, etc.);
10. Physical assault;
11. Unwarranted gender distinction (disparate treatment) in teaching, treating, and/or evaluating a person in an office, laboratory, or classroom.

Because those who teach are entrusted with guiding students, judging and grading their work, and recommending them, instructors are in a relationship of trust and power. Because this relationship must not be jeopardized by possible doubt of intent, fairness of professional judgment, or the appearance to other students of favoritism, it is inappropriate for faculty to have romantic or sexual relationships with students. Sensitivity to possible conflicts of interest or to misuse of power is necessary in cases of romantic or sexual relationships where one partner may be in a position of power or authority over another.

Any student who believes that the actions or words of a faculty member or other university employee, another student, or outside agent constitute unwelcome sexual harassment and/or gender discrimination has a responsibility to report or complain as soon as possible to the director of student services or designated contact person(s) appointed by the president.

All complaints of harassment and/or discrimination will be investigated promptly and in an impartial and as confidential a manner as possible by the director of student services and/or designated contact person(s). The names of the designated contact persons may be obtained from the Office of Human Resources.

Any faculty member or other university employee, student, or outside agent who is found after appropriate investigation to have engaged in sexual harassment of and/or gender discrimination toward a student will be subject to appropriate disciplinary action, depending on the circumstances, up to and including termination or dismissal from the university, in accordance with applicable policies, procedures, and/or collective bargaining agreement.

In consideration of the university's commitment to protecting UWS students from sexual harassment, the university equally establishes that no student shall sexually harass or discriminate against any employee of the university.

Counseling and Confidentiality

Any member of the university community who provides counseling assistance to any other member of the university community or their spouse shall guard the information shared during such session and not divulge this information to anyone else unless expressly authorized to do so by the person/s involved. Records of counseling sessions will be kept in a secure place and will be the personal property of the staff member who is providing the assistance. Records will not be made available to anyone else unless authorized by the person/s receiving the assistance.

Exception

Anyone who offers assistance through the counseling center is legally and morally obligated to uphold the law and is compelled to act in such a manner as to prevent the death or injury of the person/s seeking assistance as well as other persons and to prevent other criminal actions against other persons or property. Information which is offered during a counseling session will be used without the permission of those providing it to prevent any criminal acts as outlined above. Information which indicates a violation of university policy that does not involve a criminal act against one's self, other persons, or property will be held in the strictest confidence.

Student Conduct

The demonstration of personal and professional ethics and integrity are considered an integral part of the academic programs of the institution. Students are required to conduct themselves in a professional manner throughout their enrollment.

The following list represents behaviors that are considered inappropriate. The list is not all-inclusive. Violations of the expectations for student behavior that are generally accepted by the university faculty and administration may subject the student to disciplinary action including dismissal. The university reserves the right to address any behavior it deems inappropriate.

The following behaviors or actions will not be tolerated:

1. Disruption of the educational process (classes, labs, assemblies, seminars/workshops, registration, the operation of the university's clinics, etc.).
2. All forms of academic cheating, fraud and dishonesty, including but not limited to plagiarism, buying and selling course assignments and research papers, performing academic assignments (including tests and examinations) for other persons, unauthorized disclosure and receipt of academic information; inappropriate use of technology and other practices commonly understood to be dishonest.
3. Lying or falsification of academic or official records (applications, transcripts, reports, papers, examinations, registration or financial aid materials, forms, checks, clinic records, etc.).
4. Adjustment or other treatment of students or non-students in a non-authorized setting (i.e., outside of the supervised clinic facilities).
5. Damage to or destruction of university property. Unauthorized entry to or use of university property or facilities, including: buildings, grounds, files, offices, records, equipment, or unauthorized possession of keys to same.
6. Theft of property whether university property or another's personal property.
7. Disrespect or lack of consideration for fellow students, staff members, faculty members, administrators or patients.

Students who have disagreements or disputes with fellow students, faculty members, or administrators are to make every reasonable attempt to resolve the situation in a calm and professional manner. Students are to make use of established appeal procedures.

8. Verbal abuse or use of profanity.
9. Indecent, disorderly, lewd or obscene conduct.
10. Personal threat, coercion or intimidation; physical/sexual assault or injury.
11. Failure to comply with official requests or university policies.
12. Smoking on campus.
13. Eating or drinking in academic spaces during lectures or labs.
14. Gambling on campus.
15. Conviction of a felony while enrolled.
16. Lack of personal hygiene and personal grooming, unkempt and/or otherwise inappropriate attire. Students are to maintain a level of cleanliness, grooming and appearance that is consistent with standards of a health care professional. Additionally, student interns are to comply with the dress code outlined in the Clinic Manual.

Violations of the above conduct standards are to be reported in writing to the director of student services. Forms are available in the Office of Student Services.

Crime Log - Attached

Please note that data for some off-site locations includes a larger geographic area than required under the Clery Act requirements.

