

# WSU Tri-Cities Annual Security and Fire Report | 2023 Calendar Year

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## To the WSU community

### **KIRK SCHULZ, WSU PRESIDENT**



Ensuring the safety of the entire WSU community—students, faculty, staff, and visitors across our statewide system—is one of our highest institutional priorities.

To further this end, we have made two major commitments: 1) to regularly update and improve our campus safety plans, and 2) to engage the entire Cougar family in participating in safety initiatives.

Dedicated safety personnel on each campus have collaborated to create plans for maintaining a secure, supportive community. They foster a culture that treats each individual with dignity and respect. They build upon resources that deliver care and assistance to each individual with whom they interact.

Simultaneously, we place a premium on educating our community members to take responsibility for their own personal safety. Each of us has an important role to play in creating a safe environment. Our choices can impact those around us.

The University is well-equipped to help you make choices that are thoughtful and informed. Our safety resources are among the most comprehensive offered by any college or university in the nation and are reflective of the commitment we have made to the well-being of our students and our communities.

I encourage you to review this report and take note of the safety resources available to you. I am confident that, as long as we work together, WSU's campuses will continue to be among the safest and most welcoming in the United States.

Go Cougs!

**SANDRA HAYNES, WSU TRI-CITIES CHANCELLOR**



On behalf of all staff and faculty, I would like to welcome you to WSU Tri-Cities. We place a high priority on the safety of students, employees, and visitors, and work continuously to address concerns and to maintain a safe campus, with the assistance of our partners at the Richland Fire and Police Departments. Safety is a community responsibility. Every individual must do their part to ensure our campus remains safe. Be aware of your surroundings, learn what to do if you see something unsafe or if things just don't quite seem right, and learn how to act in an emergency.

This report provides a summary of the resources available at WSU Tri-Cities and the surrounding community, and I encourage you to review it thoroughly. Together, we can ensure that WSU Tri-

Cities remains a safe place for years to come.

[WSU's Non-discrimination Policy](#)

In matters of admissions, employment, housing or services, and/or in the educational program or activities it operates, WSU does not discriminate or permit discrimination by any member of its community against any individual on the basis of:

- Sex, including:
  - Sex stereotypes
  - Sex characteristics
  - Pregnancy or related conditions
  - Sexual orientation
  - Gender identity/expression
- Race
- Color
- Religion

- Age
- Creed
- National or ethnic origin
- Marital status
- Genetic information
- Status as a protected veteran, an honorably discharged veteran, or member of the military
- Physical, mental, or sensory disability, including the use of a trained service animal
- Immigration or citizenship status, except as authorized by federal or state law, regulation, or government contract

WSU policies comply with federal and state civil rights laws and regulations, including, but not limited to:

- Title IX of the Education Amendments of 1972 (20 USC 1681);
- Title IX implementing regulations (34 CFR 106);
- Title VII of the Civil Rights Act of 1964 (42 USC 2000d et seq) and the Pregnancy Discrimination Act (42 USC 2000e et seq);
- Title I and II of the Americans with Disabilities Act (ADA) of 1990 as amended, the Rehabilitation Act of 1973 (P.L. 93-112) and 45 CFR Part 84;
- Title VI of the Civil Rights Act of 1964 (42 USC 2000d et seq);
- Title IV of the Civil Rights Act of 1964 (42 USC 2000d et seq), RCW Chapter 49.60; and
- Gender Equality in Higher Education (RCW Chapter 28B.110).

Inquiries about the application of these laws and regulations (including inquiries regarding the application of Title IX and its implementing regulations), as well as reports and complaints of discrimination or harassment, may be made to WSU’s Compliance and Civil Rights (CCR), the Department of Education’s Office of Civil Rights, and/or both:

Compliance and Civil Rights (which includes the Title IX Coordinator, Deputy Title IX Coordinator, and ADA Coordinator)	
Physical location:	French Administration Bldg. Room 220 Pullman, WA 99164
Mailing address:	P.O. Box 641022 Washington State University Pullman, WA 99164-1022
Telephone:	509-335-8288
Fax:	509-335-5483
Website (preferred reporting option):	<a href="http://ccr.wsu.edu/file-a-report/">Online Reporting Form</a> (http://ccr.wsu.edu/file-a-report/)
Email:	<a href="mailto:ccr@wsu.edu">ccr@wsu.edu</a> <a href="mailto:TitleIX.Coordinator@wsu.edu">TitleIX.Coordinator@wsu.edu</a> <a href="mailto:ADA.Coordinator@wsu.edu">ADA.Coordinator@wsu.edu</a>

Department of Education Office of Civil Rights	
Physical location:	Lyndon Baines Johnson Department of Education Bldg. 400 Maryland Avenue, SW Washington, DC 20202-1100

TTD:	800-877-8339
Telephone:	800-421-3481
Fax:	202-453-6012
Website:	<a href="https://www2.ed.gov/about/offices/list/ocr/complaintintro.html">https://www2.ed.gov/about/offices/list/ocr/complaintintro.html</a>
Email:	<a href="mailto:OCR@ed.gov">OCR@ed.gov</a>
Local OCR office:	<a href="https://ocrcas.ed.gov/contact-ocr">ocrcas.ed.gov/contact-ocr</a>

Reports and complaints about conduct that may constitute discrimination (including sex discrimination under Title IX) may be made verbally or in writing to CCR and the University’s Title IX Coordinators or designees at the contact information above.

Relevant procedural guidelines and disciplinary procedures are available here:

- Policy Prohibiting Discrimination and Harassment ([Executive Policy 15](#))
- [CCR Procedural Guidelines](#)
- Equal Employment Opportunity Policy ([Executive Policy 12](#))
- WSU Standards of Conduct for Students ([WAC 504-26](#))
- Employee manuals:
  - [WSU Faculty Manual](#)
  - [Administrative Professional Handbook](#)
  - Civil service code ([WAC 357](#))
  - [Collective bargaining agreements](#)
  - [Employee Title IX Hearing Process](#)

Contact HRS for information about the employee Title IX hearing process; telephone 509-335-4521; e-mail [hrr@wsu.edu](mailto:hrr@wsu.edu). See also Sections [9.0](#), [10.0](#), and [12.0](#).

WSU provides equal access to the Boy Scouts (Scouting America) and other designated youth groups.

## Support Resources On and Off Campus

WSU students and employees have access to a number of support and reporting options. The below list includes a brief description of the relevant offices and agencies. Several of the below resources are available to students across the WSU system. Where a resource is site-specific, it is identified as such. Finally, students at WSU research and extension sites are considered Pullman students and have access to all Pullman and system resources.

### [WSU Compliance and Civil Rights \(CCR\)](#)

CCR is WSU’s central intake and referral office for reports or formal complaints of discrimination, discriminatory harassment, sexual harassment, and sexual misconduct from students, staff, faculty, and visitors or guests. CCR is a resource for the university community for training and technical guidance relating to compliance, including, but not limited to, civil rights laws and regulations, health sciences laws, equal employment opportunity, affirmative action, Title IX, Clery Act, and ADA/Section 504.

Email: [ccr@wsu.edu](mailto:ccr@wsu.edu)

Phone: 509-335-8288



### [The Center for Community Standards \(CCS\)](#)

CCS contributes to a community which encourages and educates everyone to make positive choices and share messages of our values. Occasionally, students make choices that put those values at risk. The community standards process is designed to support students, uphold their rights and responsibilities, and hold students and recognized or registered student organizations accountable for behaviors that conflict with our community standards.

Email: [community.standards@wsu.edu](mailto:community.standards@wsu.edu)

Phone: 509-335-4532

### [Office of the Dean of Students](#)

The Office of the Dean of Students are your partners in navigating the WSU experience. This might include working through a complex process, answering questions, or connecting students to a much-needed resource.

Email: [deanofstudents@wsu.edu](mailto:deanofstudents@wsu.edu)

Phone: 509-335-5757

### [Student Care Network](#)

The Student Care Network is dedicated to supporting student success across the WSU system through early intervention and is a resource through which individuals can share concerns about a student's emotional or psychological well-being, physical health, or academic performance with university administrators who can help. Anyone can submit a Student Care referral including students, faculty, staff, family members, and community members. Information submitted through the Student Care Network will be reviewed by the Office of the Dean of Students Student Care Case Management team for appropriate follow-up. The [Student Care Team](#) responds to referrals about students who are exhibiting behavior of concern and/or have received a Student Care or other report of a concern for a student. The multi-disciplinary Student Care team intervenes with care and support to protect the safety and well-being of the involved student, as well as the WSU community, by working directly with the student, and/or connecting students with others with appropriate resources and services.

### [International Student Services](#)

International Student Services provides orientation and mentorship programs for international students and helps students with maintaining their visa status.

Phone: 509-335-4508

### [Immigration Law Clinic – College of Law](#)

Immigration Law Clinic represent client in immigration proceedings and provide legal consultations to members of the University of Idaho and Washington State University communities. Provides services related to adjustment of status, asylum applications, consular processing, deferred action for childhood arrivals (DACA), employment authorization, family-based petitions, naturalization/citizenship, special immigrant juvenile status, T visas, temporary protected status (TPS), U visas, Violence Against Women Act (VAWA) petitions.

Phone: 208-885-6541

Toll-free: 1-877-200-4455

### [Northwest Justice Project](#)

Northwest Justice Project provides free legal assistance to address fundamental human needs such as housing, family safety, income security, health care, education, and more. Northwest Justice Project also compiles self-help legal resources at [Washington Law Help](#).

Eviction help: 1-855-657-8387

Foreclosure help: 1-800-606-4819

[Apply online](#) for free legal help

Legal Issues in King County: Call 2-1-1, weekdays 8am-6pm

Legal issues outside of King County: Call the CLEAR Hotline at 1-888-201-1014, weekdays, 9:15am-12:15pm

Tri-Cities: 509-547-2760

### [Washington State Bar](#)

Provides information online on free and reduced cost [legal help](#), as well as local attorney referrals and self-help resources.

### [Student Legal Services](#)

Offers free 30 minute legal consultation to WSU students.

Phone: 509-335-9539, Mon-Fri, 9am-3:45pm

### [Student Financial Services](#)

Provides information and support to students with regards to loans, scholarships, and cost of attendance, as well as emergency assistance programs.

Phone: 509-335-9711, Mon-Fri, 9am-3:45pm

Schedule a virtual or in-person appointment: [Appointment scheduling](#)

### [Human Resource Services \(HRS\)](#)

Human Resource Services is committed to providing effective, high quality human resource management to the University community. Working collaboratively, Human Resource Services provides expertise and best practices in all areas of human resource management including recruitment and retention, employee relations, training, benefits management, labor relations, disability services, records administration, and employee recognition.

Email: [hrs@wsu.edu](mailto:hrs@wsu.edu)

Phone: 509-335-4521

### [WSU Employee Assistance Program - Employees](#)

The WSU Employee Assistance Program (EAP) provides confidential and private counseling to WSU employees and can provide information about referrals and service provider options in the local community.

Phone: 1-877-313-4455

### [WSU Office of the Ombudsman](#)

The primary purpose of the office is to protect the interests, rights, and privileges of students, staff, and faculty at all levels of university operations and programs. The ombudsman is designated by the university to function as an impartial and neutral resource to assist all members of the university community. The ombudsman provides information relating to university policies and procedures and facilitates the resolution of problems and grievances through informal investigation and mediation.

Email: [ombuds@wsu.edu](mailto:ombuds@wsu.edu)

Phone: 509-335-1195

### [Office of Emergency Management \(OEM\)](#)

The Office of Emergency Management develops and administers a comprehensive emergency management program to encompass the WSU Pullman campus, as well as regional campuses, research stations and sites throughout the state. This program works in partnership with academic colleges and departments, operating divisions and units, and the staff, faculty and students of WSU in conjunction with federal, state and local jurisdictions to protect lives and safety of students, faculty staff, visitors and animals; safeguard critical infrastructure, facilities, environment, essential records & research; and resume operations as soon as practicable.

Email: [emergencymanagement@wsu.edu](mailto:emergencymanagement@wsu.edu)

Phone: 509-335-7471

### [Washington State University Police Department \(WSUPD\) - Pullman](#)

Washington State University Police Department (WSU PD), in partnership with the campus community, works to cultivate an atmosphere which supports the educational process and promotes academic and personal achievement, and community prosperity.

Email: [police@wsu.edu](mailto:police@wsu.edu)

Emergency phone: 911

Non-emergency phone: 509-335-8548 (available Mon-Fri, 8am-5pm)

### [Richland Police Department](#)

The Richland Police Department (RPD) embraces the community-oriented policing model of active community engagement and cooperation. Striving to work in partnership with the community, recognizing the value of engagement and collaboration toward improving public safety.

Emergency phone: 911

Non-emergency dispatch: 509-628-0333

Business phone: 509-942-7347 (available Mon-Fri, 8am-5pm)

### [Benton County Sheriff](#)

Benton County Sheriff's Office is committed to providing the highest quality law enforcement services to the people who live, work, and visit Benton County.

Emergency phone: 911

Non-emergency dispatch: 509-628-0333

Business phone: 509-735-6555

### [Support, Advocacy, and Resource Center \(SARC\)](#)

SARC provides supportive services to all victims and survivors of domestic violence, sexual assault/abuse, and stalking. Among the many supportive services offered (shelter, crisis intervention, support group, etc.), SARC's legal advocates can help you assess safety needs and help you obtain protective orders. Services are confidential, free of charge and offered without discrimination. The hotline is available 24 hours a day.

Phone: 509-374-5391

## Preparation of the Annual Security Report

Washington State University (WSU) prepares this report in compliance with the Jeanne Clery Disclosure of Campus Security Policy and Campus Crime Statistics Act (Clery Act), as well as the Violence Against Women Reauthorization Act of 2022 (VAWA) amendments to the Clery Act, using information obtained by the WSU Clery Compliance Committee comprised of representatives from various WSU offices including, but not limited to, the WSU Police Department (WSU PD), WSU Compliance and Civil Rights (CCR), the Center for Community Standards (CCS), and the Office of Emergency Management.

Additionally, information is gathered from Campus Security Authorities, local law enforcement agencies (including the Richland Police Department (RPD)), and information provided by other surrounding law enforcement agencies.

The report also includes statistics for the previous three calendar years (2021, 2022, and 2023) concerning reported crimes that occurred on the WSU Tri-Cities campus and in certain off-campus buildings or property owned or controlled by WSU. In accordance with the Clery Act, the statistics contained in this report are limited to specific crimes occurring within a designated geographic area.

The statistics in this report may vary from statistics maintained within other WSU offices authorized to receive reports of incidents implicating laws and WSU policies, such as the WSU Police Department, the Richland Police Department, CCR, and CCS.

The Clery Act promotes campus safety by providing information to students, parents, employees, and the WSU community about public safety, crime prevention, and response efforts by WSU. It also

promotes transparency about crimes that occur on campus and other threats to health and safety. To further those efforts, this report provides information on education, prevention, and awareness efforts by WSU to empower the WSU community to take a more active role in their personal safety and security.

## Campus Law Enforcement

The Richland Police Department (RPD) is the primary police agency for the Washington State University – Tri-Cities campus. RPD has the responsibility to enforce applicable city, county, state and federal criminal laws at WSU Tri-Cities. The RPD Police Officers investigate all reports of criminal activity that occur on WSU Tri-Cities property. RPD operates 24 hours a day, 7 days a week. Other external agencies, including the Benton County Sheriff's Office, Washington State Patrol, or other local law enforcement agencies may also respond to incidents on campus as needed.

## Reporting to Law Enforcement

For incidents that are currently occurring, recently occurred, or need immediate assistance, please dial 911. For incidents of a non-emergency nature, please dial 509-628-0333. All calls will be answered by SECOMM, the local emergency dispatch center, which manages consolidated dispatch operations for police, fire, and EMS units for Benton and Franklin counties. A dispatcher will collect your information and determine the appropriate police, fire, and/or medical aid required

## Commitment to Safety

WSU strives to educate the campus community and maintain a reasonably safe environment on campus. WSU encourages accurate and prompt reporting of all crimes to the Campus Security office, RPD, and to other appropriate police agencies (including the Benton County Sheriff's Office), when the victim of a crime elects to, or is unable to, make such report.

Although Campus Security takes steps to educate and maintain safety on campus, each individual within the campus community plays a role and it is important to be aware of surroundings and use reasonable judgment when living, working, or visiting on campus. Please report suspicious or criminal activities to Campus Security at 509-372-7234 or to 911

## Enforcement Authority and Jurisdiction of Security Personnel

The WSU Tri-Cities Campus Safety and Security Office serves as the Public Safety Department for campus emergencies that are not potentially life threatening, or capable of causing physical harm ("911 emergencies"). The Safety and Security Office is responsible for a limited range of safety services to the Tri-Cities campus community. Employees are not commissioned officers and do not have authority to arrest individuals. Campus Safety & Security provides security for the WSU Tri-Cities campus during campus operating hours (during the academic year, Monday through Friday from 6 AM to 10 PM, and Saturday from 8:30AM to 4:00PM). The security guard on duty follows the same instructions above when reporting campus emergencies.

Services include, but are not limited to, monthly Safety Committee Meetings to ensure that safety issues on campus are being addressed on a continual basis, enforcement of University policies and procedures, keeping a record of accident reports on campus, and coordinating with the Richland Police Department on any incidents that are of a criminal nature. Campus emergencies that are not "911 emergencies",

such as water leaks, may be reported by calling the campus emergency number of 372-7234 or 2-7234 from a campus phone. This phone line is answered 24 hours a day, 7 days a week. All criminal activity and medical emergencies should be reported by calling 911.

### [Relationship between Campus Security Personnel and State or Local Police Agencies](#)

Although WSU does not have a memorandum of understanding with local law enforcement agencies, WSU Tri-Cities Campus Security has a working relationship with those agencies and may request information related to police investigations that impact WSU, or provide assistance as requested. Law enforcement agencies may share information with WSU where it is legally permissible to do so. Campus Security Officers do not have authority to arrest individuals, and rely on a close working relationship with Richland PD to assist with incidents involving WSU students and recognized student organizations

All recognized WSU student organizations must abide by federal, state, and local laws and WSU policies. WSU may become involved in off-campus conduct of students and recognized student organizations when such conduct is determined to affect a substantial university interest, as defined in the [Standards of Conduct for Students Policy](#).

### [Procedures for Pastoral and Professional Counselors](#)

Campus “pastoral counselors” and campus “professional counselors,” when acting as such, are not considered to be a Campus Security Authority, and are not required to report crimes for inclusion in the annual disclosure of crime statistics. However, professional counselors are encouraged, if and when they deem it appropriate, to inform persons being counseled of the procedures to report crimes on a voluntary basis for inclusion into the annual crime statistics.

#### [Professional Counselor definition](#)

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

#### [Pastoral Counselor definition](#)

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

## [Reporting Crimes or Emergencies](#)

There are various ways for students, faculty, staff, and WSU community members to report crimes, incidents, and other emergencies to law enforcement, appropriate WSU officials, or confidentially to crime victim advocates, medical providers, or mental health providers. In addition, there are options for reporting anonymously for the purpose of inclusion in the annual crime statistics disclosure. This chapter will describe the various reporting options. Please note, reporting dating violence, domestic violence, sexual assault, and stalking will be covered more thoroughly in the next chapter.

### [Reporting criminal actions or other emergencies to Law Enforcement](#)

Individuals can report in-progress crimes and other emergencies by dialing 911 or crimes that are not in-progress by dialing 509-628-0333. This allows the Richland Police Department to take action to address the concern. RPD will also communicate with campus authorities regarding incidents in the vicinity of

campus, and regarding any ongoing or immediate threats. WSUTC Campus Security will consider issuing a Timely Warning or Emergency Notification if there is an ongoing threat to the safety of the campus community or an immediate threat occurring on campus.

WSU encourages accurate and prompt reporting of all crimes to campus public safety officials and the appropriate police agencies, when the victim of a crime elects to, or is unable to, make such a report. Reports can be made to the Richland Police Department, or one of the other local or state police agencies, including the Benton County Sheriff's Office.

For incidents that are currently occurring, recently occurred, or need immediate assistance, please dial 911. For incidents of a non-emergency nature, please dial 509-628-0333. All calls will be answered by SECOMM, the local emergency dispatch center, which manages consolidated dispatch operations for police, fire, and EMS units for multiple counties, including Benton County. A dispatcher will collect your information and determine the appropriate police, fire, and/or medical aid required.

### Reporting a Property Crime

1. Report your loss or damages to the police department as soon as possible – Report to law enforcement by calling 509-628-0333.
2. Don't touch anything until police are able to examine the area.
3. Be prepared to provide make, model, and 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.
6. Mark your items for identification with your driver's license number.
7. If you have unique or valuable items, photograph them and keep the pictures or video with your list of serial numbers.

### Reporting an Assault (Physical and/or Sexual)

1. Report the assault to police as soon as possible — dial 911.
2. You may also report sexual assault, stalking, domestic violence, and dating violence to the university's central intake office for complaints of this nature, Compliance and Civil Rights (CCR), at 509-335-8288 to seek university support, resources, reporting options, and referrals.
3. You may also report other forms of student misconduct, including physical assaults, to the Center for Community Standards (CCS) at 509-335-4814 for consideration under the Standards of Conduct for Students.
4. 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.
5. If you are reporting 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.

6. Support and counseling resources are available, including confidential services. The [Directory of Services](#) lists contact information if you don't know who to call or where to start, or you can ask the police officer for help. WSU CCR can also provide you with an intake consultation to help identify appropriate resources for you, no matter where you are located.
  1. Confidential resources may be available in your area from a victim advocacy agency or counseling/medical providers. For example, WSU Counseling Services are available to Tri-Cities students on the 1<sup>st</sup> floor of the Floyd Building or at 509-372-7153. For a complete list of available confidential resources in your community, contact WSU's Compliance and Civil Rights (CCR), 509-335-8288 or visit [CCR Resources](#).

### Reporting to Campus Security Authorities

Individuals may report to a Campus Security Authority (CSA) for the purpose of making timely warning report or for inclusion in the annual crime statistics disclosure. WSU's protocol for designating CSAs is documented in the Campus Security Authority Designation and Communication policy ([BPPM 50.70](#)). CSAs include:

- Campus police department or campus security department;
- Any individual or individuals who have responsibility for campus security but who do not constitute a campus police department or a campus security department (e.g. an individual who has security job responsibilities and is responsible for monitoring the entrance into institutional property);
- Any individual or organization specified in an institution's statement of campus security policy as an individual or organization to which students and employees should report criminal offenses; and
- An official of an institution who has significant responsibility for student and campus activities, including, but not limited to, student housing, student discipline, and campus judicial proceedings.

The CSAs report incidents for the purpose of inclusion in the statistics provided in this report to the WSU Tri-Cities Campus Security Office directly or by submitting them [online](#) for distribution to the appropriate office.

A pastoral or professional counselor within the institution is not considered a Campus Security Authority when "acting as a pastoral or professional counselor," and is not required to report crimes for inclusion into the annual disclosure of crime statistics.

### Campus Security Authority List

Although there are many CSAs; WSU officially designates the following key departments and/or titles as locations where individuals should report crimes for the purpose of making timely warning reports and the annual statistical disclosure.

#### Preferred CSAs for the WSU Tri-Cities campus include

**WSUTC Campus Security Office** | Floyd 269K | Emergency – **372-7234** | Non-Emergency – **509-372-7698**

**WSU Tri-Cities Deputy Title IX Coordinator** | Floyd 269 | **509-372-7267** or **509-372-7433**

**Title IX Coordinator** | French Administration 134, PO Box 641022 | **509-335-8288**



**WSU Compliance and Civil Rights** | French Administration 225, PO Box 641022 | **509-335-8288**

**Center for Community Standards** | French Administration 122, PO Box 641013 | **509-335-4532**

**Office of the Dean of Students** | French Administration 122, PO Box 641013 | **509-335-5757**

### Voluntary, Confidential Reporting

WSU provides a number of ways that individuals can report crimes, serious incidents, and other emergencies. However, in the event that you or someone you know, decides not to report the incident to the university or law enforcement for investigation, you still have the option of filing a voluntary, confidential report.

Reporting anonymously allows WSU to include the record of the report in the annual disclosure of crime statistics included in this report. Reporting anonymously also allows victims to gather information and learn about options available to them, before deciding on an appropriate option. Individuals may contact the relevant local agency (e.g. the Richland Police Department at 509-942-7340) to determine the level of anonymity available *prior* to reporting a crime. Please note that some limitations may exist depending upon the circumstances of the crime. [Reports of sexual assault](#) may be made anonymously to the WSU PD, and WSU PD supports the use of End Violence Against Women's Seek then Speak application, which allows survivors to explore options and get answers to questions they may have regarding Sexual Assault, Crime Victim's Rights, Victim Advocacy, Medical Care, and Reporting to Police. It also offers survivors a confidential way to document and gather critical information about their assault and begin the reporting process. Additionally, individuals may report discrimination, sexual harassment, and sexual misconduct, as defined by the WSU Policy Prohibiting Discrimination and Harassment, EP 15 (EP 15), anonymously to WSU CCR in person, emailing [ccr@wsu.edu](mailto:ccr@wsu.edu), by calling 509-335-8288, or through the [Online Reporting form](#), for services and options, as well as inclusion in the annual disclosure of crime statistics.

Students can also seek confidential services from [WSU Tri-Cities Counseling Services](#), and/or from local advocacy groups (e.g. [Support, Advocacy, and Resource Center](#) located in the Tri-Cities and 24-hour telephone: 509-374-5391).

For statewide advocacy groups see the [Washington Coalition of Sexual Assault Programs](#).

### Reporting to a University Department

Anyone may submit a complaint that a student or recognized or registered student organization violated the Standards of Conduct to the Center for Community Standards (CCS).

**Center for Community Standards** | French Administration 122, PO Box 641013 | 509-335-4532 | [community.standards@wsu.edu](mailto:community.standards@wsu.edu) | [Online Reporting Form](#)

Individuals may report crimes implicating the WSU Policy Prohibiting Discrimination and Harassment, EP 15 (EP 15), to the Title IX Coordinator or WSU CCR. More information on reporting:

**Title IX Coordinator** | French Administration 134, PO Box 641022 | **509-335-8288** | [ccr@wsu.edu](mailto:ccr@wsu.edu)

**WSU Compliance and Civil Rights (CCR)** | French Administration 225, PO Box 641022 | **509-335-8288** | [Online Reporting](#)

In addition, consistent with WSU's Policy Prohibiting Discrimination and Harassment, Executive Policy 15 (EP 15), most WSU employees, with limited exceptions, are required to report an incident or situation involving sex discrimination or sex-based harassment (which includes dating violence, domestic violence, stalking, and sexual assault)-to WSU CCR. Similarly, individuals with supervisory responsibilities are required to report incidents or situations involving discrimination to WSU CCR. Additional information on reporting requirements, including information on those who are exempt from reporting under EP 15 are posted on the [CCR Reporting Requirements](#) page.

### General 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 bystander intervention training through WSU Health Promotion.

### Reporting Options and Response to Dating Violence, Domestic Violence, Sexual Assault, and Stalking

There are several options in seeking care for an individual impacted by sexual violence, which includes sexual assault, sexual exploitation, dating violence, domestic violence and stalking. WSU provides access to both confidential and non-confidential resources. Victims/survivors are encouraged to access whichever resource they feel most comfortable with.

A [current listing of resources](#) for victims/survivors is maintained and posted by CCR. Victims/survivors can choose 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 well-being and personal safety, provide any necessary medical treatment and refer students to counseling and other resources. Trained healthcare providers can also collect forensic evidence.

Healthcare providers at local hospitals offer Sexual Assault Forensic Exams to collect physical evidence for use in a law enforcement investigation and possible prosecution. Victims/survivors do not have to speak to the police in order to receive a forensic exam. Healthcare providers will explain the exam process before beginning and can answer any questions about what will happen during the exam. It is important to 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/survivors have the option to be accompanied by a support person, such as a friend or an advocate, during medical appointments and/or exams.

Within the community, the Support, Advocacy, and Resource Center (SARC) provides support to victims/survivors, as well as support for friends and family of victims/survivors. Their services are free and confidential. SARC can be reached on their 24-hour telephone line at 509-374-5391.

Reports of dating violence, domestic violence, sexual assault, and stalking may be made to [WSU PD](#), to Richland PD, or to another local law enforcement agency where an individual is located. For anonymous reporting, please see section *Voluntary, Confidential Reporting*. Additionally, individuals may report or file a complaint of dating violence, domestic violence, sexual assault, and stalking to WSU CCR in person, emailing [ccr@wsu.edu](mailto:ccr@wsu.edu), by calling 509-335-8288, or through [CCR's Online Reporting webpage](#).

## WSU Policy

WSU prohibits the crimes of dating violence, domestic violence, sexual assault, and stalking. These crimes are defined in WSU EP 15 and in the WSU Standards of Conduct for Students. WSU community members are also subject to Washington State laws prohibiting these crimes. The various definitions are listed in the below sections. Please note, WSU's policy is based on state and federal regulations, laws, and guidance, which are subject to change.

## WSU Policy Definitions

WSU is subject to multiple federal and state laws and regulations regarding sexual harassment and sex and gender-based violence, each with differing requirements. WSU EP 15 prohibits hostile environment harassment, quid pro quo harassment, sexual assault, dating violence, domestic violence, and stalking, pursuant to Title IX of the Education Amendments Act of 1972, and its implementing regulations.

### EP 15 Definitions

WSU prohibits multiple forms of sex-based harassment, as defined in EP 15 Part B. WSU EP 15 applies to all students, faculty, staff, and others having an association with the University where the alleged incident:

- Occurs under WSU's education program or activities in the United States
- Occurs in a building owned or controlled by a student organization that is officially recognized by WSU
- Involves off-campus conduct that has the effect of, or the potential to:
  - Unreasonably interfere with or limit an individual's work, academic performance, living environment, personal security, or participation in any activity at WSU, or
  - Materially and substantially interfere with the missions, functions, processes, and/or goals of the WSU community. *This may include situations where some of the conduct occurs outside the United States.*

- Involves conduct which may be addressed under other university policies (or where WSU has disciplinary authority over the respondent).

In addition, the conduct must have been committed while the respondent was a WSU community member.

Prohibited conduct includes, but is not limited to:

1. Hostile Environment Harassment – a form of sex-based harassment involving unwelcome sex-based conduct that, based on the totality of the circumstances, is subjectively and objectively offensive and is so severe or pervasive that it limits or denies a person’s ability to participate in or benefit from WSU’s education programs or activities (i.e., creates a hostile environment), or enduring the offensive conduct becomes a condition of continued employment. Hostile environment harassment may also include, but is not limited to:
  - a. Sexual exploitation;
  - b. Causing or attempting to cause the incapacitation of another person to gain sexual advantage of that person;
  - c. Invading another person’s sexual privacy;
  - d. Prostituting another person;
  - e. Engaging in voyeurism;
  - f. Knowingly or recklessly exposing another person to a significant risk of sexually transmitted disease or infection;
  - g. Exposing one’s intimate parts in nonconsensual circumstances; or
  - h. Sexually-based stalking and/or bullying.
2. Quid Pro Quo – a form of sex-based harassment in which an employee, agent, or other person authorized by WSU to provide an aid, benefit, or service under WSU’s education programs or activities explicitly or impliedly conditioning the provision of an aid, benefit, or service on a person’s participation in unwelcome sexual conduct.
3. Sexual Assault – a forcible or nonforcible sex offense under the uniform crime reporting system of the Federal Bureau of Investigation. NOTE: If the following sexual assault definitions are updated in the NIBRS User Manual (available online at FBI UCR Technical Specifications), the updated definitions are applied.
  - a. Sex Offense: Any sexual act directed against another person, without the consent of the victim, including instances where the victim is incapable of giving consent.
  - b. Rape (except Statutory Rape): Penetration, no matter how slight, of the vagina or anus with any body part or object, or oral penetration by a sex organ of another person, or by a sex-related object, without the consent of the victim, including instances where the victim is incapable of giving consent because of their age or because of their temporary or permanent mental or physical incapacity.
  - c. Sodomy: Oral or anal sexual intercourse with another person, without the consent of the victim, including instances where the victim is incapable of giving consent because of their age or because of their temporary or permanent mental or physical incapacity.

- d. Sexual assault with an object: To use an object or instrument to unlawfully penetrate, however slightly, the genital or anal opening of the body of another person, without the consent of the victim, including instances where the victim is incapable of giving consent because of their age or because of their temporary or permanent mental or physical incapacity.
  - e. Fondling: The touching of the private body parts of another person for the purpose of sexual gratification, without the consent of the victim, including instances where the victim is incapable of giving consent because of their age or because of their temporary or permanent mental or physical incapacity.
  - f. Incest: Nonforcible sexual intercourse between persons who are related to each other within the degrees wherein marriage is prohibited by law.
  - g. Statutory Rape: Nonforcible sexual intercourse with a person who is under the statutory age of consent.
4. Dating Violence – violence committed by a person who is or has been in a social relationship of a romantic or intimate nature with the victim. The existence of such a relationship is to be determined based on length of the relationship, the type of relationship, and the frequency of interaction between the persons involved in the relationship.
5. Domestic Violence – a felony or misdemeanor crime of violence committed:
- a. By a current or former spouse or intimate partner of the victim or a person similarly situated to a spouse of the victim;
  - b. By a person with whom the victim shares a child in common;
  - c. By a person who is cohabitating with, or has cohabitated with, the victim as a spouse or intimate partner;
  - d. By a person similarly situated to a spouse of the victim under the domestic or family violence laws of Washington, or
  - e. By any other person against an adult or youth victim who is protected from that person’s act under the domestic or family violence laws of Washington.
6. Stalking – engaging in a course of conduct directed at a specific person that would cause a reasonable person to:
- a. Fear for the person’s safety or the safety of others; or
  - b. Suffer substantial emotional distress.
  - c. For the purposes of this definition:
    - i. Course of conduct means two or more acts, including, but not limited to, acts in which the stalker directly, indirectly, or through third parties, by any action, method, device, or means, follows, monitors, observes, surveils, threatens, or communicates to or about a person, or interferes with a person’s property.
    - ii. Reasonable person means a reasonable person under similar circumstances and with similar identities to the victim.
    - iii. Substantial emotional distress means significant mental suffering or anguish that may, but does not necessarily, require medical or other professional treatment or counseling.

7. Retaliation is defined as intimidation, threats, coercion, or discrimination against any individual for the purpose of interfering with any right or privileged secured by this policy, or because the individual has made a report or complaint, testified, assisted, or participated or refused to participate in any manner in an investigation, proceeding, or hearing under this policy. First amendment activities do not constitute retaliation.
8. Interference includes actions that intentionally:
  - a. Dissuade or attempt to dissuade reporting parties, responding parties, or witnesses from reporting or participating in an investigation;
  - b. Attempt to influence a complainant, respondent, or witness to make an inaccurate statement in the investigation;
  - c. Delay or disrupt, or attempt to delay or disrupt, any university processes related to this policy; and/or
  - d. Alter or attempt to alter the evidence provided to or received by investigative or disciplinary processes.
9. False Statements is defined as making a materially false statement in bad faith during any proceeding or process under this policy. No complaint is considered false solely because it cannot be corroborated.

## **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, and throughout the sexual contact, all parties actively express words or conduct that a reasonable person would conclude demonstrates clear permission regarding willingness to engage in sexual activity and the conditions of such activity. Consent is active; silence or passivity is not consent. Even if words or conduct alone seem to imply consent, sexual activity is nonconsensual when:

1. Force or coercion is threatened or used to procure compliance with the sexual activity.
  - a. Force is the use of physical violence, physical force, threat, or intimidation to overcome resistance or gain consent to sexual activity.
  - b. Coercion is unreasonable pressure for sexual activity. When an individual makes it clear through words or actions that the individual 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.
2. The person is asleep, unconscious, or physically unable to communicate his or her unwillingness to engage in sexual activity; or
3. A reasonable person would or should know that the other 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 the individual cannot fully understand the details of the sexual interaction (i.e., who, what, when, where, why, and

how), and/or the individual lacks the capacity to reasonably understand the situation and to make rational, reasonable decisions.

### **CCR Amnesty Policy**

During a CCR process, when a student voluntarily shares information about the possession or use of alcohol or drugs, CCR does not refer the student to the Center for Community Standards (CCS) for alcohol or drug related conduct proceedings, except where drugs or alcohol were used to gain advantage, incapacitation, or exploitation over another individual. CCS also uses discretion under WAC 504-26-510, the Good Samaritan Policy, and may refrain from imposing formal discipline for alcohol or drug use and possession under the Standards of Conduct for Students.

For more information, see:

- [Center for Community Standards](#)
- [WAC 504-26-510: Good Samaritan Policy](#)

### **Preserving Evidence**

When an incident of sexual violence occurs, it is important to preserve evidence to aid in a criminal prosecution, university response, and/or in obtaining a protection order. Evidence of physical harm, such as bruising or other visible injuries, should be documented by photographic evidence. Evidence of stalking including communication, such as text messages, voice mail, written notes, social media postings, or any other electronic communication should be saved and not altered in any way. In cases of sexual assault, avoid showering, using a toilet, or changing clothing prior to a medical examination. Any clothing removed should be placed in a bag.

### **Protection Orders and No-Contact Orders**

Victims/survivors have the right to seek legal protections such as orders of protection, no contact orders, restraining orders, or other lawful orders of criminal, civil, or tribal courts. WSU will comply with the lawful orders issued by such a court and will make modifications to educational and/or workplace environments to comply with the terms of such lawful orders, including issuing administrative trespasses where appropriate. . In Washington, civil protection orders can be requested if an individual is experiencing domestic violence, harassment, sexual assault, or stalking. Restraining orders can be requested as part of a family law action (e.g. a restraining order may be requested during divorce proceedings). Individuals do not need an attorney to request a protection order, although an advocate or an attorney can assist. WSU recommends that individuals seeking a protection order consult with a victim advocate, who will be familiar with the local court process and available to help with safety concerns. There is no fee to file for a protection order. The Northwest Justice Project provides a guide for individuals who would like to seek a protection order: "[How to File for a Protection Order.](#)" In general, District and Superior Courts statewide have a petition form that can be filled out and provided to the county clerk; supporting evidence may also be provided as part of this process. A judge will review the petition and determine whether it meets the requirements for the type of protection order. If so, the judge will issue a temporary order of protection. This determination typically happens within the same day or the day following the submission of a petition; at times, the petitioner may have to appear at the temporary order hearing. If the judge issues a temporary order of protection, law

enforcement will serve the protection order documents onto the person. A full protection order hearing will be scheduled, and the judge will decide whether to issue a final protection order.

In addition to a court-ordered protection order, WSU may also implement a no contact directive on any party as an interim or supportive measure, or as a sanction after a determination of responsibility, consistent with the [WSU Code of Conduct for Students WAC-504-26-050](#), [WSU BPPM 50.30 – Workplace Violence](#), and [WA Governor’s Executive Order 96-05 – Domestic Violence in the workplace](#). WSU also provides for reasonable amounts of unpaid leave or use of any accrued leave to recover from and cope with the effects of such violence, in accordance with RCW 49.76.010.

## Reporting Options

There are several reporting options available if a student, employee, or visitor of WSU has experienced an incident of sexual violence, which includes sexual assault, sexual exploitation, dating violence, domestic violence, and stalking. In the case of an emergency or ongoing threat, get to a safe location if possible and report the incident by calling 911. If necessary, a victim/survivor should seek medical services as soon as possible for their physical well-being and the purpose of preserving evidence.

WSU encourages victims and other individuals who are aware of sexual violence to report. WSU also believes in providing survivors with autonomy in their reporting choices, as well as multiple reporting options of a confidential and non-confidential nature. Survivors can choose from one or more of the following options:

- **REPORT TO LAW ENFORCEMENT FOR THE PURPOSES OF:**
  - Information Only
  - Partial Information
  - Complete Criminal Investigation
- **REPORT TO WSU COMPLIANCE AND CIVIL RIGHTS FOR THE PURPOSES OF:**
  - Documenting their concerns
  - Facilitating supportive measures or resources
  - Requesting a consultation
  - Filing a complaint for the purpose of:
    - Requesting an informal resolution, and/or
    - Requesting a University investigation
- **REPORT ANONYMOUSLY**
- **SEEK CONFIDENTIAL SUPPORT THROUGH WSU’S COUGAR HEALTH SERVICES, A LOCAL ADVOCACY AGENCY (E.G. ALTERNATIVES TO VIOLENCE OF THE PALOUSE), OR OTHER CONFIDENTIAL RESOURCES.**

Even if a survivor does not want to report an experience, survivors are still encouraged to seek support from WSU CCR, WSU PD or local law enforcement agency, the Office of the Dean of Students or campus Deputy Title IX Coordinator, and/or WSU Tri-Cities Counseling Services or campus/community counseling or medical providers, or a local victim advocacy agency. A report is not required to request services. WSU’s reporting processes through CCR are separate and distinct from reporting to law enforcement. WSU will also assist with facilitating a student or employee report to law enforcement, at the request of the student or employee. Survivors may also choose not to report to CCR or law



enforcement and seek out resources and other support instead. CCR can facilitate supportive measures and resource referrals for survivors.

The below sections describe in more detail the various reporting options.

### Reporting to Law Enforcement

Victims/survivors are encouraged to report to law enforcement. Even if they are not sure if they want to report for criminal investigation, they are encouraged to preserve evidence, which may include seeking a sexual assault forensic exam. Victims/survivors are also encouraged to seek care and support, including advocacy services, medical treatment and/or counseling services. Reporters are urged to preserve any evidence and to also seek medical and counseling services. Law enforcement can assist with filing criminal charges or pursuing a no contact order. To make a report of sexual violence to law enforcement, call 911 for immediate emergency assistance or contact the Richland Police Department at 509-628-0333

WSU PD provides a number of [options for reporting sexual violence](#). For sexual assaults, WSUPD also offers reporting options through End Violence Against Women International's [Seek then Speak self-guided tool](#). This tool is available to individuals regardless of their location. Seek then Speak offers a way for survivors to explore options and get answers to questions they may have regarding Sexual Assault, Crime Victim's Rights, Victim Advocacy, Medical Care, and Reporting to Police. It also offers survivors a confidential way to document and gather critical information about their assault and begin the reporting process.

The following guidelines may be considered when reporting to law enforcement

1. Report the assault to police as soon as possible — dial 911.
2. You may also report to the university's central intake office for complaints of this nature, CCR, at 509-335-8288 to seek university support, resources, reporting options, and referrals.
3. 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.
4. If you are reporting 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.
5. Support and counseling resources are available. The [Directory of Services](#) lists contact information. If you don't know who to call or where to start, ask the police officer for help.
  - a. Students may also report to the university and/or seek confidential services through WSU Tri-Cities Counseling Services. They can be contacted at 509-372-7153, and are located on the first floor of the Floyd Building. For other campus specific confidential resources, contact WSU's CCR, 509-335-8288, or visit the [CCR Resources website](#).

### Reporting to WSU

Incidents of sexual violence, which includes sexual assault, sexual exploitation, dating violence, domestic violence, and stalking, can be reported to WSU Compliance and Civil Rights (CCR), which works closely with Human Resource Services (HRS) for incidents involving employees and the Center for Community Standards (CCS) for incidents involving students. When CCR receives a report of misconduct, CCR will

provide the student or employee with written information about their rights, supportive measures, and reporting options (including how to file a complaint with WSU), as well as other information about CCR's Procedural Guidelines and the WSU Policy Prohibiting Discrimination and Harassment, Executive Policy 15 (EP 15). Outreach will also include written information about available counseling, health, mental health, victim advocacy, legal services, and other services available on campus and in the community. Additional resources will be identified depending on the student's or employee's particular needs (e.g., an international student may need support from International Programs regarding visa or immigration assistance); a complainant's preferences with regards to supportive measures will be considered. Per CCR's Procedural Guidelines and the WSU Policy Prohibiting Discrimination and Harassment, supportive measures, including academic support services and safety measures such as changes to work/academic schedules, residence hall assignments, or other protective measures, are available, regardless of whether the student or employee chooses to report the crime to campus police or local law enforcement. CCR, the Office of the Dean of Students, Student Affairs, HRS, campus police, and/or other administrators will help facilitate supportive measures requests.

CCR can document the victim/survivor's concerns, assist the victim/survivor with campus safety options, connect the victim/survivor to local support, medical, and counseling resources, and if the victim/survivor (or the Title IX Coordinator) wishes to file a complaint, CCR can start an informal resolution or an investigation.

Please note, WSU's policies for responding to sexual assault, dating violence, domestic violence, and stalking are developed to be in compliance with state and federal laws, regulations, and guidance.

### Informal Resolutions

Participants may engage in an informal resolution process, which is a way to resolve a concern without an investigation or disciplinary proceedings. An informal resolution allows for parties to voluntarily reach mutually agreeable terms to resolve their concerns and/or prevent further harm. Either party may request an informal resolution at any point prior to a determination of responsibility. CCR has discretion to determine whether an informal resolution is appropriate for the specific circumstances. If so, CCR will notify both parties that the informal resolution process has commenced and provide the requirements of the informal resolution process, as described in the CCR Procedural Guidelines. CCR will not proceed with an informal resolution process until receiving voluntary consent to proceed with the informal resolution process from both parties.

Informal resolutions may include, but are not limited to:

1. An agreement between parties
2. A mediation
3. Education and training
4. Workplace or academic management plans
5. Restrictions on contact or participation in programs or activities
6. Supportive measures, including safety measures

Informal resolutions may include agreed upon punitive terms (e.g. a party may agree to a permanent withdrawal or removal of duties). Parties may also accept responsibility or accountability for misconduct.

Parties may withdraw from the informal resolution process at any stage, prior to agreeing to a resolution.

If a resolution is reached, and a party violates that resolution (or if CCR has a compelling reason to do so), the informal resolution may be voided and CCR may resume a grievance procedure.

## Investigations

CCR may conduct an investigation after receiving a complaint, which meets the requirements of EP15, or in the absence of a complaint, where CCR determines an investigation is appropriate. CCR conducts a neutral and unbiased investigation, with investigators who do not have a conflict of interest or bias towards either party, specifically or generally. CCR investigations are conducted pursuant to its Procedural Guidelines and are initiated with a presumption that the respondent is not responsible for the alleged conduct. CCR provides notice of the allegations in writing to both parties. Both parties have the right to present witnesses and evidence. The evidentiary burden is on WSU, not the parties.

During an investigation, WSU does not restrict the ability of either party to discuss the allegations under investigation or to gather and present relevant evidence. Throughout the investigative process, the parties have the right to have an advisor of their choice with them, which can be a support person or attorney. In all matters (regardless of the status of the respondent), the parties will have an opportunity for investigation, evidence review, determination of responsibility, and appeal.

For more information about the investigative process, see the [CCR Procedural Guidelines](#), the [WSU Policy Prohibiting Discrimination and Harassment](#), the [WSU Standards of Conduct for Students](#), the [Employee Title IX Hearing Process](#), and the [Faculty Manual](#)–

CCR shares information about cases only on a need-to-know basis but cannot guarantee confidentiality. Although CCR does not share reporting information with law enforcement unless required to do so, CCR investigators notify victims/survivors of their option to report to on-campus or local police, to have campus authorities assist them in notifying law enforcement of a sexual violence incident, or to decline to notify such authorities.

A report of sexual violence can be made to CCR or the Title IX Coordinator by telephone at 509-335-8288, by email at [ccr@wsu.edu](mailto:ccr@wsu.edu), by visiting the CCR office located in Room 225 of the French Administration Building on the Pullman campus or by using the [online reporting form](#).

A report can also be made at the WSU Tri-Cities campus to the Deputy Title IX Coordinator and Liaison in Floyd 269 or via phone at 509-372-7267.

## Confidential Counseling Protected by Law

Anyone who has experienced sexual violence may choose to consult with a licensed mental health care provider or health care provider of their choice. By law, such professionals are able to assist victims confidentially and are exempt from legal obligations to report incidents to the university, with some limited exceptions, such as child abuse, elder abuse, or certain threats of harm.

A victim/survivor may decide to disclose the incident to a confidential resource and/or may report to WSU CCR for an investigative response by WSU, or to local law enforcement for a criminal investigation. A victim/survivor may decline to notify authorities, including CCR and/or law enforcement. CCR can also assist the victim/survivor in notifying law enforcement, if a victim/survivor elects to do so. CCR will not

share information regarding reports made to the university with law enforcement, unless required to do so by law or requested to do so by the victim/survivor.

WSU policy prohibits retaliation against anyone who reports or participates in an investigative or disciplinary process by WSU. Please note, WSU employees and student employees may have [reporting requirements](#) and be required to provide information to CCR.

**IN MOST INSTANCES, SERVICE PROVIDERS FROM THE FOLLOWING RESOURCES ARE AVAILABLE TO SPEAK CONFIDENTIALLY:**

**Campus Confidential Resources**

[WSU Tri-Cities Counseling Services](#) | Call 509-554-5684 for evening and weekend crisis services

[WSU Employee Assistance Program](#) (for employees) | 1-877-313-4455

**Off-Campus Confidential Resources**

[Support, Advocacy, and Resource Center](#) | 24-hour line: 509-374-5391

[Kadlec Regional Medical Center](#)

[Northwest Justice Project Free Legal Hotline \(CLEAR\)](#)

[National Suicide Prevention Lifeline](#) | 800-273-8255 or 800-273-TALK

988 Suicide & Crisis Lifeline: call or text 988 (for text chats, please complete the [pre-chat survey](#) first to be connected with a crisis counselor)

Individuals interested in seeking legal advice, can contact the below agency or referral resource:

[Northwest Justice Project Free Legal Hotline \(CLEAR\)](#)

[Washington State Bar Attorney Referral, including reduced-fee and free legal help](#)

### WSU Amnesty Statement when Reporting Sexual Violence

WSU encourages students to report incidents of sexual violence without fear of consequences for having possessed or consumed alcohol and/or drugs at the time of the incident. WSU's primary concern is to ensure the safety of the students involved and gather relevant information, so the University can address the student(s)' concerns. Generally, WSU will refrain from imposing formal discipline for alcohol or drug use and/or possession under the Standards of Conduct for Students for victims and potential witnesses involved in situations of sexual violence in order to facilitate reporting and resolution of sexual violence concerns.

This practice will not provide relief from disciplinary action for other alleged violations of the Standards of Conduct (e.g., hazing, theft, drug/alcohol manufacturing or distribution).

Moreover, students who distribute alcohol and/or drugs that intentionally, or through negligence, contribute to the sexual violence will not be granted the same consideration.

In rare circumstances where the Center for Community Standards has concerns that a student's repeated or severe misuse of alcohol or drugs will result in additional harm if unaddressed, the University may assign care-driven educational sanctions to address those concerns.

### Confidentiality in University Investigative Processes

WSU takes confidentiality seriously. When engaging with complainants, respondents, witnesses, or other relevant parties to a matter implicating WSU's prohibition on sexual assault, dating violence, domestic violence, and stalking, CCR typically takes notes and records information for the purpose of maintaining a database of the university's response to concerns, to track reports for patterns, and/or to document relevant evidence. Intake consultations are available for victim/survivors, in which CCR will track limited information; or, victim/survivors may request to meet with CCR anonymously and/or limit information shared. WSU recognizes that the information received may be sensitive in nature and participants may fear retaliation. WSU protects information regarding parties and witnesses under EP 15, and CCR only shares information on a need-to-know basis:

- As permitted by FERPA statute or regulations ([34 CFR 99](#)),
- As required by law (including, but not limited to, as required for public records disclosures, for mandatory reporting of abuse under state law, or as required by a subpoena),
- As needed to fairly conduct an investigation, hearing, or adjudication process, including as required by Title IX's implementing regulations ([34 CFR 106](#)),
- As needed to facilitate supportive measures to protect individuals from ongoing harm,
- As needed to respond to protect public safety or respond to imminent threats to the university community, or
- As required by state or federal agencies (e.g. the National Science Foundation (NSF), WSU, as an awardee institution:
  - Must report sexual harassment findings; or
  - May be required to provide relevant information in response to a Department of Education Office of Civil Rights investigation).

CCR can answer participant questions about confidentiality or provide anonymous or confidential reporting options. WSU redacts identifying or other information when legally permissible.

When a victim/survivor requests confidentiality or requests WSU to 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 CCR proceed with an investigation, which may require investigators to share limited identifying information about a victim/survivor; however, CCR takes steps to inform a victim/survivor should it become necessary to share information. In all cases, CCR works with the victim/survivor to provide resources and support, including individualized and appropriate interim or safety measures. WSU may also maintain confidentiality for supportive measures, safety measures, or accommodations, or safety measures, to the extent allowable by law and where maintaining such confidentiality would not impair the ability of the institution to provide those services. WSU EP 15 prohibits retaliation against anyone who reports or participates in an investigative or disciplinary process by WSU.

A victim/survivor may decline to notify authorities, including CCR and/or law enforcement. Should the victim/survivor report the incident to CCR, the university will not share the victim/survivor's information with law enforcement, unless the victim/survivor requests that it be provided to law enforcement, or unless required to do so by law.

As a campus security authority, CCR provides crime statistic information for purposes of the Annual Security Report to WSU PD but protects privacy to the extent possible. The WSU PD will not release the names of victims/survivors in its Timely Warning notices, Campus Alerts, Emergency Notifications, or in the Daily Crime Log.

Upon written request, WSU may disclose to the alleged victim/survivor of a crime of violence (as that term is defined in Section 16 of Title 18, United States Code), or a non-forcible sex offense, the results of any disciplinary proceeding conducted against a student who is the alleged perpetrator of such crime or offense. If the alleged victim is deceased as a result of such crime or offense, the next of kin of such victim shall be treated as the alleged victim/survivor for purposes of this paragraph.

### Campus Investigative Procedures

Upon receiving a report of dating violence, domestic violence, sexual assault, stalking, or other sex-based violence, CCR typically takes steps to contact the individual who experienced the alleged conduct within one business day to provide information regarding how to meet with CCR for a consultation, how to report anonymously (if preferred), grievance policies and processes, and resources and supportive measures available at WSU and in the community. This includes information regarding the WSU Policy Prohibiting Discrimination and Harassment (EP 15), CCR Procedural Guidelines, informal resolution and investigation options, and the process to file a complaint. CCR offers intake consultations, which are intended to be a low-pressure environment for individuals to learn about university policies, procedures, and resources in a safe space. During an intake consultation, CCR will generally share information about options for anonymous reporting and consultation, availability of supportive measures, process for filing a complaint for conduct implicating EP 15, CCR's role as a neutral investigator and/or facilitator for informal or alternative resolutions, the grievance process and informal resolution process, alternative options/resources/reporting paths, and limitations on confidentiality.

CCR also offers supportive measures for all participants involved in a CCR process to protect their safety, prevent further harm, or ensure continued access to educational programs or activities, including, but not limited to, referrals to counseling or medical providers, legal assistance, international programs for visa information, or confidential victim advocates; facilitation of on-campus academic or workplace flexibility or safety/management plans; altering the academic, WSU housing, and/or WSU employment arrangements of the parties, imposing no-contact directives, or imposing a trespass or emergency suspension. Supportive measures are available regardless of whether or not the victim/survivor chooses to report the crime to campus police or local law enforcement; individualized and appropriate supportive measures are available to all parties in a matter, as reasonably available. When taking such steps, WSU seeks to minimize unreasonable burdens on either party. CCR provides information regarding CCR processes, informal resolutions, investigations, and supportive measures to individuals in writing, and provides opportunities for all parties to ask questions about these processes and resources.

### Informal Resolution Process

Complainants and/or respondents may request an informal resolution process, which is a voluntary opportunity to explore an alternative resolution. Informal resolutions may encompass a broad range of conflict resolution and safety strategies including, but not limited to, an agreement between parties, a mediation, education and training, workplace or academic management plans, restrictions on contact or participation in programs or activities, or supportive measures, including safety measures. Informal

resolutions may also include agreed upon punitive terms or parties may accept responsibility for misconduct. CCR has discretion to determine if the matter is appropriate for an informal resolution, and will not offer an informal resolution when such a process would conflict with legal requirements. After providing notice of an informal resolution process, CCR may proceed with an informal resolution- where both parties voluntarily participate. Parties may have an advisor, including an attorney, participate during an informal resolution, but it is not required. CCR may work with the Division of Student Affairs, HRS, the Office of the Provost, or the individual department affected in resolving a matter under the informal resolution process.-Prior to an agreed resolution, either party may withdraw from the informal resolution process at which point the parties can resume participation in a grievance process. Upon entering into an informal resolution agreement, the agreement is binding on the parties and precludes the parties from initiating or resuming grievance processes. Agreement provisions will be considered with respect to the campus safety, including expulsion, suspension, or termination. CCR will document and maintain records of all informal resolutions. If a party violates a resolution, or where CCR has a compelling reason to do so, the informal resolution may be voided. CCR will notify parties where a resolution is voided and provide an opportunity to resume the grievance process. Specific violations of an informal resolution can result in disciplinary process for failing to follow a university order. Where circumstances change, parties may request CCR modify an existing informal resolution.

### Investigation Process

CCR investigates matters involving students, employees, and visitors regardless of whether the conduct occurred on or off campus, where EP 15 is implicated; investigations follow [CCR's Procedural Guidelines](#). CCR provides a prompt, fair, and impartial investigation by officials who receive annual training on regulatory requirements for responding to complaints of sexual assault, dating violence, domestic violence, and stalking, and how to conduct a trauma informed investigation and protect the safety of investigation participants. Where a CCR investigator has a conflict of interest or bias towards an investigation participant, the investigator will be screened from a case, and another investigator will review the matter. Investigations are conducted into allegations implicating EP 15; violations may be found where a preponderance of the evidence supports that conclusion.

Upon receipt of a complaint, CCR will review the complaint and determine whether to proceed with a grievance procedure or dismiss the complaint. Dismissals may occur where the alleged conduct does not constitute EP 15 violations, the alleged conduct is outside CCR's scope of authority to investigate, CCR is unable to identify the respondent, or where the complaint is voluntarily withdrawn or resolved through an informal resolution. Otherwise, CCR will proceed with an investigation. In some circumstances, CCR may proceed with an investigation without a complaint from a community member, where CCR determines that alleged conduct presents an imminent and serious threat to the health or safety of the complainant or other person, or the alleged conduct prevents equal access to education programs or activities. Complaint dismissals for EP 15 Part B (sex discrimination and sex-based harassment) conduct can be appealed to the Title IX Coordinator.

Upon initiation of an investigation, a CCR investigator will provide written notice to both parties, and the complainant and the respondent will have equal opportunities to provide information, responses, evidence, and witnesses. CCR has the responsibility to conduct an investigation, not the parties. The complainant and the respondent have the right to be accompanied by the advisor of their choice, which may be a support person or attorney. CCR makes every effort to gather all available relevant evidence

and to neutrally and fairly assess the evidence. Per CCR's Procedural Guidelines, CCR investigations are typically 60 days; extensions are allowed for good cause, with written notice to the parties.

For student matters involving sexual assault, dating violence, domestic violence, and stalking, WSU prioritizes these cases and works to resolve them in a timely and efficient manner. As such, WSU will be implementing new processes to the Standards of Conduct Code, which are anticipated to be published in December 2024. For this new process, when a CCR investigation is completed, the CCR investigator will notify the parties and the Center for Community Standards (CCS), so the matter can go directly to a hearing for a determination. For cases completed earlier in the fall 2024 semester (prior to the new rules being published), CCR will draft an investigation report prior to referral to CCS. Either way, CCS will provide information to relevant parties regarding the WSU disciplinary processes, including, but not limited to information about conduct officer hearings, conduct board hearings, student rights, and campus and community resources. CCS will initiate the conduct hearing process by providing the parties with an opportunity to review evidence and scheduling a hearing date. An administrative law judge will serve as the presiding officer and decision-maker for these cases (or prior to December 2024, a conduct board will serve as a decision-maker), and parties will have an opportunity to respond to the evidence they reviewed, as well as provide additional information, statements, evidence, and witnesses. WSU's student conduct hearing processes comply with the Washington State Administrative Procedures Act and are available for review in the Washington State University [Standards of Conduct for Students \(WAC 504-26\)](#). The decision-maker will neutrally assess all available relevant and permissible evidence and issue a decision to both parties simultaneously which will include findings of facts, a determination of responsibility, sanctions, and remedies, as appropriate, along with the date that the decision becomes final. Should an investigation be completed prior to the December 2024 implementation of this new process, CCR will draft an investigation report to share with the parties to help them prepare for a conduct hearing. As part of the decision-letter, the parties will be provided with information on how to appeal the decision to the Director of Student Conduct (or to the CCR Appeals Board, prior to December 2024). When an appeal is received, WSU will notify the parties, provide information on the appeals processes, provide an opportunity to respond, and issue the appeals decision simultaneously to both parties.

For employee matters, CCR provides parties with an investigation report with recommended findings and provides access to the evidence prior to the Employee Title IX Hearing Process (for administrative professional, civil service, and bargaining unit employees) or the Faculty Manual formal discipline process (for faculty). Parties will be provided with information about the right to appeal to the President's CCR Appeals Committee. When an appeal is received, the CCR Appeals Committee will notify the parties, provide information on the appeals processes, provide an opportunity to respond, and issue the appeals decision simultaneously to both parties.

For all hearing avenues, the decision-maker and appeals decision-maker(s) may not have a conflict of interest or bias for or against the complainant or the respondent, or complainants and respondents generally.

Additional rights and responsibilities for the sanctioning process can be found in 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). More information about the hearing process is available through the WSU Standards of Conduct for Students and from HRS. The University process for complaints of sexual assault, dating violence, domestic



violence, and stalking is in compliance with federal regulations. As those regulations are subject to change, individuals are encouraged to review the relevant policy or procedure for the most up-to-date information on the University process.

### Standard of Evidence

In any WSU institutional disciplinary proceeding or investigation, WSU determines the facts and whether there is a violation of this policy based on a preponderance of the evidence. Preponderance of the evidence means that the totality of the evidence persuades the fact finder that an allegation is more probably true than not true and/or that it is more probable than not that a violation of the policy occurred.

### Additional Rights and Process during an Investigation

During an investigation, both [students](#) and employees, recognized as Complainants and Respondents are provided the following set of rights:

- Individualized and appropriate supportive or safety measures, determined to be appropriate by CCR, HRS, the Office of the Dean of Students/Student Affairs, law enforcement, court order (including protection orders), and/or other University administrators
- Confidential and non-confidential resources
- Neutral investigative procedures and a prompt, fair, and impartial process (specific timeframes for each major stage of the grievance process are included in the CCR Procedural Guidelines, the Employee Title IX Hearing Process, Faculty Manual, and Standards of Conduct for Students)
- Receive information about University policies and procedures, including information that retaliation is prohibited for all investigation participants
- Notification of allegations
- Opportunity to respond to allegations and/or witness statements
- Opportunity to request accommodation, including a language interpreter or medical/disability accommodations to provide full and equitable access to the process
- Opportunity to present evidence
- Opportunity to provide relevant witnesses
- Opportunity to present and have considered their preferred resolution path
- Opportunity to have an advisor, which may be a support person or attorney (at personal expenses)
- Opportunity to be informed of the status and the outcome of an investigation
- Opportunity to review evidence, including interview notes and documentary evidence
- Opportunity to provide an additional written statement, after reviewing evidence, to be considered by a decision-maker prior to a formal decision and determination of responsibility
- Proof by preponderance of the evidence (more likely than not)
- Simultaneous notification of outcomes and of hearing schedule
- Rights to attend hearing(s)
- Right to propose questions for witnesses and participants to the hearing presiding officer

- Appeal rights

### Protective/Supportive Measures

WSU can take individualized and appropriate supportive steps to support and protect the students involved in the matter. Supportive measures are available regardless of whether a victim/survivor wishes to pursue a complaint or notify law enforcement. Supportive measures are individualized measures offered as appropriate and as reasonably available, without unreasonably burdening a complainant or respondent, not for punitive or disciplinary reasons, and without fee or charge to a reporting party/complainant or respondent. Supportive measures are offered to restore or preserve a party's access to a WSU program or activity; and/or to provide support during a WSU grievance process. Supportive measures are available with or without a complaint. WSU provides written notice of these and other available assistance options (such as how to request changes to academic, living, transportation and working situations, and protective measures) to victims/survivors, and, as applicable, to respondents. WSU may deliver a "no-contact" directive that informs parties to refrain from having contact with one another either directly or through third parties.

Other supportive measures include but are not limited to, altering academic schedules and/or WSU employment arrangements of the parties. When taking such steps, WSU seeks to minimize unreasonable burdens on either party. Violations of some protective measures (e.g. no contact directives) may lead to disciplinary action. Supportive measures may be facilitated by CCR, Student Affairs or Human Resource Services. Academic, administrative, or service departments may be responsible for implementing supportive measures, in consultation with CCR.

The following list includes supportive measures that may be available to students or employees. Additional supportive measures may be available, as appropriate.

#### 1. Academic

- Request consideration or flexibility to a faculty member regarding assignments, classroom attendance, deadlines, testing/examinations, or other academic needs
- Contacting individual faculty members for specific requests
- Independent study
- Additional tutoring
- Withdrawal, withdrawal without penalty, medical withdrawal
- Incompletes on classes
- Transfer assistance
- Classroom management plans
- Remote attendance/recording classes
- Academic schedule changes
- Access Center/reasonable accommodations
- Enrollment in Global Campus Online Programs
- Emergency Suspension

## 2. Referrals to Care Providers

- Local victim advocacy agencies for access to counseling, crisis lines, support groups, shelters, etc.
- Counseling Services – WSU and community referrals, as available.
- Medical providers, in particular hospitals with Sexual Assault Nurse Examiners (SANEs).
- Referrals to off-campus counselors.
- National/State resources to locate additional advocates/care providers, such as:
  - Rape, Abuse & Incest National Network (RAINN)
  - Washington State Coalition Against Domestic Violence (WSCADV)
  - Washington Coalition of Sexual Assault Programs (WCSAP)

## 3. Services for Employees

- Employee Assistance Program (EAP) (counseling, financial, legal)
- Workplace management/safety plans
- Work schedule adjustments, as needed, to obtain medical or mental health care, legal assistance, and/or confidential secure shelter.
- Domestic violence, sexual assault, stalking leave (RCW 49.76.010)
- Change reporting lines in consultation with HRS.
- Identify alternate work in consultation with supervisors/HRS.
- Work from home options in consultation with supervisors/HRS.
- Work schedule changes in consultation with supervisors/HRS.
- Work accommodations/reasonable accommodations through HRS Disability Services.

## 4. Safety

- Report to law enforcement
- Police/Security safety assessment of home or campus areas
- Providing information on seeking a Protection Order for:
  - Anti-harassment and stalking
  - Domestic violence
  - Sexual assault
- No-contact directive from the University
- Emergency removal or administrative leave, in consultation with DOS, CCS, HRS, and/or CCR.
- Safety planning with a community victim advocate
- Campus Security escort, where available
- Local taxi/bus information
- Local domestic violence shelter information

- Blue phones

## 5. Miscellaneous

- Emergency funding
- Support for tuition adjustment petitions (considered in appropriate cases)
- Campus involvement (student organizations, Women’s Center, Diversity Centers, etc.)

## 6. Legal resources and referrals

- **ASWSU Student Legal Services**
- **Northwest Justice Project**
  - **CLEAR Hotline** for counties outside King County
  - **211 Legal Referral and Information Hotline** (King County)
- **Washington Law Help** – self-help resources
- **Moderate Means Program** – online application for a referral to an attorney with reduced fees
- **Family Law Matters** – limited license legal technician
- **Washington State Bar Attorney Referral**
- **Benton-Franklin Legal Aid Society**

## Campus Sanctioning/Disciplinary Procedures - Students

The community standards process is designed to support students, uphold their rights and responsibilities, and hold them accountable for behaviors that conflict with our community standards. Every situation is different, so please contact the [Center for Community Standards](#) (CCS) at 509-335-4532 or email at [community.standards@wsu.edu](mailto:community.standards@wsu.edu) if you have specific questions.

After Compliance and Civil Rights (CCR) completes their investigation, CCS will refer the matter to a hearing, which may be a one-to-one conduct officer hearing or a University Conduct Board. Note, the procedures for student conduct hearings will be updated in December 2024 to provide more efficient and prompt hearings for students; at this time, all investigations will go directly to an administrative law judge. The complainant and respondent may determine the extent to which they will participate in this process. Hearings provide a prompt, fair, and impartial review, pursuant to the guidelines in WAC 504-26, which also establish reasonable timelines for the process, which may be extended for good cause with written notice to the parties. Decision makers, including the University Conduct Board, University Appeals Board members, conduct officers, administrative law judges, and individual appeals decision-makers receive annual training on issues related to dating violence, domestic violence, sexual assault, and stalking, as well as how to provide a hearing process that protects the safety of the parties and promotes accountability. -Decision-makers also receive annual training about:

- Cultural competency and implicit bias
- Student development and student conduct philosophies, including the educational component of the student conduct process
- Identifying bias against individuals and against groups

- Conflict of interest
- Alcohol and drug prevention
- Due process and burden of proof in student conduct matters
- Sanctioning principles and guidelines
- Title IX regulatory definitions, jurisdiction, and grievance processes
- Relevant and admissible evidence.

Conduct officers also receive annual training on alternative dispute resolution and restorative justice.

Students in the process have the right to request recusal of a hearing officer and/or board member for demonstrated good cause, including conflict of interest or bias against either party.

The WSU Standards of Conduct for Students will be updated in December 2024. Prior to that date, in matters that could result in suspension of greater than ten instructional days, revocation of degree, expulsion, or loss of recognition (for student organizations) where disciplinary action is appropriate, and for matters involving certain forms of sexual harassment, the matter will be referred to a full adjudicatory hearing before the University Conduct Board. The University Conduct Board is presided over by an Administrative Law Judge employed with the Office of Administrative Hearings. All relevant parties are notified of their rights during the hearing, the issues to be determined during the hearing, and any relevant dates, times, and locations; relevant parties also receive timely and equal access to any information that will be used during the disciplinary or sanctioning process. Finally, all relevant parties have the right to be accompanied by an advisor of their choice. When the University Conduct Board concludes their review of relevant evidence, parties will be informed of the university's decision at the same time and their right to appeal to the University Appeals Board. The decision becomes final either at the end of the appeals period on the twenty-first calendar day after the date the decision is sent to the parties or when the University Appeals Board issues their decision. For more information about the University Conduct Board process, please visit [WAC 504-26-403](#).

In some circumstances, CCS may address the matter through a less formal one-to-one conduct officer hearing (please note, this does not apply to matters involving certain forms of sexual harassment; such matters are always afforded a full adjudicative hearing, unless resolved through an Informal Resolution process). The Conduct Officer will make a decision regarding the responding student's responsibility within ten calendar days of the hearing and will notify all relevant parties of the decision at the same time and inform them about their right to appeal to the University Appeals Board. The decision becomes final either on the twenty-first calendar day after the date the decision is sent to the parties or when the University Appeals Board issues their decision. Conduct Officers may issue educational sanctions including those listed in [WAC 504-26-425](#), but not suspension of greater than ten instructional days, expulsion, revocation of degree, or loss of recognition (for student organizations). Appeals rights are available to both the complainant and the respondent.

After the Standards of Conduct for Students is updated in December 2024, in matters that could result in revocation of degree, expulsion, or loss of recognition (for student organizations) where disciplinary action is appropriate, and for matters involving sex discrimination or sex-based harassment, as defined in EP 15, the matter will be referred to a full adjudication. The adjudication will be presided over by an administrative law judge, a neutral third-party employed with the Office of Administrative Hearings, who will also serve as the decision-maker. All relevant parties are notified of their rights during the hearing, the issues to be determined during the hearing, and any relevant dates, times, and locations;

relevant parties also receive timely and equal access to any information that will be used during the disciplinary or sanctioning process. Finally, all relevant parties have the right to be accompanied by an advisor of their choice. When the administrative law judge concludes their review of relevant evidence, parties will be informed of their decision at the same time and their right to appeal to the Director of Student Conduct. The decision becomes final either at the end of the appeals period on the twenty-first calendar day after the date the decision is sent to the parties or when the appeals reviewer issues their decision. Appeals rights are available to both the complainant and the respondent. For more information about the student conduct process, please visit [WAC 504-26-403](#).

Students are not asked to sign non-disclosure agreements, but are informed of the prohibition on retaliation and interference by or against any individual during these processes..

### Campus Sanctioning/Disciplinary Procedures - Employees

WSU Compliance and Civil Rights (CCR) will determine whether the WSU Policy Prohibiting Discrimination and Harassment, EP 15 (EP 15) is implicated. Human Resource Services (HRS) will determine whether any other university policies may be implicated. Internal Audit may also be consulted in some matters.

At the conclusion of the investigation, CCR will send a report to HRS, relevant supervisors, and relevant parties. In-matters involving sexual assault, dating violence, domestic violence, and stalking, the investigative report will include a summary of the investigation and recommended findings, but will not constitute the final decision of the university and will not include a final determination regarding responsibility, unless the matter involves a non-faculty respondent about whom non-student complainant alleged sex discrimination or sex-based harassment, in which case CCR's report will include findings of fact and a final determination regarding responsibility. For the prior, the recommended findings will be provided to the appointing authority or designee for matters involving administrative professional, bargaining unit, or civil service employees to proceed through the Employee Title IX Hearing process with the appointing authority or designee serving as the decision-maker. For faculty, the faculty manual informal discipline (Provost is the decision maker) or formal discipline processes (the Faculty Hearing committee is the decision-maker) will be utilized. For all matters involving an employee respondent and student complainant, a live hearing process will be utilized. Through these prompt and impartial processes, timeframes for each step fo the process are identified in the relevant employee manual (Faculty Manual or Employee Title IX Hearing process) with extensions allowed for good cause. The decision-makers must not have a conflict of interest or bias for or against the complainant or the respondent, or complainants or respondents generally. Parties will receive notice of and the purpose for any scheduled meetings or hearings, and CCR will provide the parties with access to the evidence. Parties will have an opportunity to review and respond to the evidence prior to the determination of responsibility. The parties may have an advisor present, who may be a support person or an attorney. At the conclusion of the proceeding, the decision-maker will provide written decisions simultaneously to both parties which include a determination of responsibility, procedures for appealing the determination, and when such results become final.

Supervisors will impose sanctions following the procedures set forth in applicable university policies and handbooks (e.g., the Title IX Hearing Process, the WSU Faculty Manual, the Administrative Professional Handbook, WAC 357-40 (civil service employees), or applicable collective bargaining agreements).

The WSU President has a standing CCR Appeals Committee (the Committee), which also has a sub-set trained specifically for sex discrimination and sex-based harassment appeals. Committee members receive annual training. Committee members are also screened for conflict of interest or bias against the reporting or responding parties.

During the fair and neutral review of an appeal, the chair of the Committee will conduct an initial review of the appeal, determine whether it met the minimum requirements of the appeals process, and if so, the chair will convene the Committee and send notice to the Complainant(s), Respondent(s), and CCR within seven (7) calendar days of receiving the appeal. After reviewing the appeal, the Committee will issue a decision letter to both parties within thirty (30) calendar days, unless good cause for an extension of up to thirty (30) days is necessary. The Committee's decision is final with respect to the CCR investigation, unless the Committee determines that additional investigation by CCR is warranted. If the Committee concludes that additional investigation is warranted, at the conclusion of such additional investigation, no further appeal is available.

Employees are not asked to sign non-disclosure agreements but are informed of the prohibition on retaliation and interference by or against any individual during these processes.

### Possible Sanctions

WSU vigorously enforces the Policy Prohibiting Discrimination and Harassment, Executive Policy 15 (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, BPPM 60.50, WAC 357-40 (civil service employees), applicable collective bargaining agreements, or WAC 504-26 containing the WSU Standards of Conduct for Students including any appeal procedures therein). Any imposed sanctions are to be adequately and appropriately severe to prevent future offenses and to protect other students and the University community. The sanctions that are imposed, or other actions taken, must be reported to CCR by the administrator or supervisor who imposed the sanctions.

In a matter involving an employee, possible sanctions may include: (i) verbal counseling; (ii) warning, verbal and/or in writing; (iii) required training; (iv) memorandum of concern; (v) letter of reprimand; (vi) suspension without pay; (vii) demotion; (viii) salary reduction; (ix) termination; or (x) any combination of the previously stated corrective or disciplinary sanctions. 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 or pervasive, and objectively offensive to constitute sexual harassment) may nonetheless be subject to corrective or disciplinary action in some cases.

In a matter involving a student or recognized or registered student organization, possible sanctions may include: (i) warning; (ii) probation; (iii) loss of privileges; (iv) restitution; (v) education; (vi) community service; (vii) University housing suspension or expulsion; (viii) University suspension; (ix) University expulsion; (x) revocation of admission and/or degree; (xi) withholding degree; (xii) trespass; (xiii) loss of recognition; (xiv) hold on transcript and/or registration; (xv) no contact directive; (xvi) fines (xvii) remedies; or (xviii) any combination of the previously stated disciplinary sanctions. Additional sanctions for hazing may result in forfeiture of state-funded grants, scholarships, or awards for a specific period of time. More information on sanctioning can be found in [WAC 504-26-425](#).

## Education, Training, and Prevention Programs

WSU provides a range of education and prevention programs to strengthen prevention efforts, further develop campus-wide understanding of policy and processes, and enhance accessibility to services for victims/survivors of such violence. WSU regularly provides all students with information about reporting options via email messages, as well as through in-person trainings specifically designed to explain available processes. WSU also produces an array of online and printed materials for students and employees about accessing support services and making complaints regarding sexual violence, including sexual assault, sexual exploitation, dating violence, domestic violence, and stalking.

### Campus Security Programs

Washington State University Tri-Cities strives to educate the campus community and maintain a reasonably safe environment on campus. Although WSU takes steps to educate and maintain safety on campus, each individual within the campus community plays a role and it is important to be aware of surroundings and use reasonable judgment when living, working, or visiting on campus. Please report suspicious or criminal activities to the Campus Security office at 372-7234 or to law enforcement at 509-628-0333 or 911.

Students and staff are provided with a safety orientation and other safety programming when available (e.g. active shooter training, chemical/lab safety, etc.). Safety committees may also review programs and policies for appropriate protocols and identify training opportunities as needed. Individuals may also contact Richland PD, as needed, to respond to concerns or to request safety advice.

### Prevention Programs

WSU provides a wide range of crime prevention programming, as well as programming specific to preventing dating violence, domestic violence, sexual assault, and stalking.

#### Available Education for Students

Multiple programs are available to WSU students, about consent and respect, bystander intervention, risk reduction, and hazing. The definitions and WSU policies in place to respond to sexual assault, sexual exploitation, intimate partner violence and stalking are included in these programs

- **Consent and Respect:**
  - This module is available to all students. It addresses complexities around unwanted sexual experiences. The course content empowers individuals to help others as active bystanders. This program allows students to understand how they can be an integral part of addressing gender-based violence. This workshop includes information about campus policies, resources and reporting options for students. In this workshop, students learn about WSU's prohibition on dating violence, domestic violence, sexual assault, and stalking. They also learn the following definitions:
    - Dating violence: Intimate partner abuse is conduct or threats which are targeted against a person with whom an individual is in or had been in a romantic, sexual, or dating relationship, where the conduct or threats are used to coerce, intimidate, or control the person. This may include physical, verbal, emotional, psychological, or financial assault and/or control. It may also include direct or indirect conduct, as well as threats or conduct directed towards the person's family, friends, property, or pets.



- Domestic violence: A felony or misdemeanor crime of violence committed
  - By a current or former spouse or intimate partner of the victim
  - By a person with whom the victim shares a child in common
  - By a person who is cohabitating with, or has cohabitated with, the victim as a spouse or intimate partner
  - By a person similarly situated to a spouse of the victim under the domestic or family violence laws of the jurisdiction in which the crime of violence occurred, or
  - By any other person against an adult or youth victim who is protected from that person's acts under the domestic or family violence laws of the jurisdiction in which the crime of violence occurred.
- Sexual assault: 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 nonintimate body parts. It also includes nonconsensual sexual intercourse.
- 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, and throughout the sexual contact, all parties actively express words or conduct that a reasonable person would conclude demonstrates clear permission regarding willingness to engage in sexual activity and the conditions of such activity. Consent is active; silence or passivity is not consent. Even if words or conduct alone seem to imply consent, sexual activity is nonconsensual when:
  - Force or coercion is threatened or used to procure compliance with the sexual activity.
    - Force is the use of physical violence, physical force, threat, or intimidation to overcome resistance or gain consent to sexual activity.
    - Coercion is unreasonable pressure for sexual activity. When an individual makes it clear through words or actions that the individual 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.
  - The person is asleep, unconscious, or physically unable to communicate his or her unwillingness to engage in sexual activity; or
  - A reasonable person would or should know that the other 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 the individual cannot fully understand the details of the

sexual interaction (i.e., who, what, when, where, why, and how), and/or the individual lacks the capacity to reasonably understand the situation and to make rational, reasonable decisions.

- Stalking: Stalking is engaging in a course of conduct directed at a specific person that would cause a reasonable person to:
  - (a) Fear for their safety or the safety of others;
  - (b) Fear for harm to their 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.
- **Alcohol Wise**
  - This module is available to all students, but required for incoming first year undergraduates and transfer undergraduates. This program provides valuable information and resources about the misuse of alcohol and its negative impact on academic success and the overall well-being of college-aged individuals. This course discusses what moderate alcohol use looks like, how to avoid high-risk drinking patterns and the consequences associated, and how to better recognize individuals who are in distress.
- **Hazing and Hosting**
  - This program is required for all incoming and transfer students, undergraduates, graduates, and professional students. This program is a state-law specific course that emphasizes personal responsibility for both hazing and social hosting as it relates to underage drinking. This course helps students identify the various forms of hazing that can occur and how and when to file a report.
- **Additional Workshops**
  - Health Education provides additional workshops at request designed to improve the health and well-being of WSU students. Workshops include:
    - Life Skills
      - Stress Management
      - Mindfulness
      - Time Management
      - Self-Care
    - Mental Health
      - Mental Health and Suicide Prevention
      - Campus Connect
      - Mental Health First Aid
    - Substance Abuse
    - Sexual Violence Prevention
    - Healthy Eating and Disordered Eating

Other programs designed to enhance understanding about sexual assault, sexual exploitation, intimate partner violence, and stalking are provided throughout the academic year. These interactive programs are open to all students on the WSU Pullman campus. Students can sign up for programs through Presence and the [Health Education Website](#).

Graduate students at all locations are provided an orientation that includes information on reporting and resources for discrimination, harassment, student misconduct, sexual assault, dating violence,

domestic violence, and stalking. [The Graduate Student Policies and Procedures Manual](#) also includes information on reporting options and grievance procedures.

#### Campus Disciplinary Processes

The Center for Community Standards (CCS) offers trainings to students and staff on the campus disciplinary programs throughout the year. Staff presentations are given upon request. Information sessions are also available upon request for students who are engaged in the community standards process. These sessions outline what students can expect when engaging with CCS and also outline student rights and available resources.

#### Ally Training

The [LGBTQ+ Center](#) is respectful of confidentiality and is knowledgeable about resources for members of the lesbian, gay, bisexual, transgender, and queer community. WSU promotes an atmosphere that is safe, inclusive, and affirming for all members of the campus community and does not condone discrimination. Any faculty, staff, student, or community member may participate in Ally training. Since summer 2020, Ally training has been expanded and offered twice per semester and upon request for departments system-wide.

#### Discrimination, Sexual Harassment, and Sexual Violence Prevention Training

WSU Compliance and Civil Rights (CCR) offers a number of [trainings](#) for students, faculty, and staff in person, via video-conferencing software, and via on-demand online trainings, including trainings on the WSU Policy Prohibiting Discrimination and Harassment, Executive Policy 15 (EP 15); discrimination, sexual harassment, and sexual violence prevention; university investigative processes; grievance and disciplinary processes; employee reporting and disclosure requirements; available university resources and response; and targeted training on resources and reporting options for victims of dating violence, domestic violence, sexual assault, and stalking.

#### Bystander Intervention

WSU understands that keeping our community safe requires everyone on campus to be proactive. To that end, all WSU students on the Pullman campus receive training on the role bystanders play in reducing risk on campus, and violence prevention programs are offered to students remotely at all other campus locations. 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, Resident Advisor, 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.

- Offering resources and support after the fact. Interpersonal violence can happen quickly. If you are concerned someone has already experienced violence, you can provide meaningful support and options after the fact that may prevent further violence.
- 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.
- Being proactive. There are small and simple actions that WSU students, faculty and staff can take every day to create a safe and supportive campus. More information about the bystander intervention training is available on the [Health Education Website](#).

### Risk Reduction

WSU believes that it is not a victim's/survivor's decision that leads to acts of harm or violence. Rather, someone else is making choices to cause harm to another person. Reducing rates of violence on our campus can seem overwhelming, but it becomes a much easier task when we all work together. There are steps everyone can take to promote individual and community safety on campus that are also provided to all incoming students at the WSU Pullman campus:

- Plan ahead. Charge your phone before going out and stay in contact with your friends throughout the evening. Ask friends to check in with each other before leaving for the night. If someone doesn't check in, call or text to make sure they're okay.
- Make a back-up plan if things don't go as planned. Bring extra cash if you need to call a cab to get home or call a trusted friend to walk you home if you feel unsafe walking alone at night.
- Pay attention to your gut instincts. If a situation feels uncomfortable, find someone you trust, or leave. Contact the police if you have concerns for your safety.
- If choosing to drink alcohol, be aware of how your body responds to drinking and plan accordingly. Plan out how many drinks you'll have and stick to that plan. Eat a full meal before going out or eat snacks throughout the night. Alternate between alcoholic and non-alcoholic drinks or beverages. Maintain control of your drinks and beverages at all times to prevent someone from putting drugs or other unknown substances into them.
- Respect everyone's personal boundaries in all situations, including those involving sex. Consent at WSU must be clear, knowing, and voluntary. If you're not certain you've obtained consent, stop and check in with your partner.

## Timely Warnings and Emergency Notifications

### Timely Warning Notifications

The Clery Act requires that "institutions must issue a timely warning for any Clery Act crime that occurs within Clery geography that is: (i) reported to campus security authorities; and (ii) is considered by the institution to represent a serious or continuing threat to students and employees."

According to the Clery Act, the timely warning must be issued in a timely manner and will withhold the names and personally identifying information about the victims as defined within Section 40002(a) (20) of the Violence Against Women Act of 1994.

The timely warning will aid in the prevention of similar crimes, which may include incidents where the WSU Tri-Cities Campus Security office or Richland Police Department has identified a pattern of risk. A timely warning with respect to crimes reported to a pastoral or professional counselor is not required by WSU.

WSU issues timely warnings as described in the Timely Warnings and Emergency Notification Policy, [BPPM 50.72](#). The policy applies to all locations that WSU has identified as Clery geography and are provided for Clery Act crimes that occur on Clery geography that:

- Are reported to campus security authorities (CSAs) or local police agencies, and
- Are considered by the University to represent a serious or continuing threat to the safety of students, employees, or other members of the campus community.

Examples of reported situations requiring a timely warning include, but are not limited to:

- Nearby burglaries;
- Hate crimes;
- Serial rapes;
- Date rape druggings; or
- Other incidents, events, and conditions (e.g., inclement weather).

Timely warnings are issued when a Clery Act crime occurs on Clery geography that is reported to CSAs or local police agencies and represents a serious or continuing threat to the safety of students or employees. The decision to issue a timely warning is made on a case-by-case basis, considering the following factors:

- The nature of the crime or incident;
- The potential risk to the campus community;
- The need to avoid compromising law enforcement efforts; and
- The potential impact on ongoing investigations.

Timely warnings are not required with respect to crimes reported to professional counselors.

At WSU Tri-Cities, the Director of Campus Safety and Security or designee is primarily responsible for issuing timely warnings. Timely warnings are issued by the responsible designee who works in coordinator with local law enforcement agencies, WSU Emergency Management, Campus Environmental Health and Safety (EHS), Campus Student Affairs, Compliance and Civil Rights (CCR), Human Resource Services (HRS), the Threat Assessment Team (TAT), or any other university entity with relevant information, as needed.

Timely warnings include information that would enable members of the University community to take actions to protect themselves, and may include information such as the nature of the crime/incident(s), the date, time, and location of the incident(s), physical and/or behavioral characteristics of the suspect(s), and safety precautions and recommendations for the campus community.

### Dissemination of a Timely Warning

Timely warnings are promptly distributed to the campus community through various channels, as appropriate, including, but not limited to any of the following:

- Email notifications to students, faculty, and staff (preferred distribution channel)
- Posting on the University's official website
- University social media platforms (preferred distribution channel)

- Notices on bulletin boards in prominent campus locations
- Individual outreach to impacted individuals
- Host campus communication or alert systems.

All WSU students, staff, and faculty can subscribe and update their information for the WSU Alert system by accessing their MyWSU account.

## Emergency Response, Notifications, and Evacuation Procedures

### Emergency Notification

WSU issues emergency notifications to the campus community pursuant to WSU [Business Policies and Procedures \(BPPM\) 50.72](#). An emergency notification is an immediate notification issued to the campus community of a significant emergency or dangerous situation on campus that poses an immediate threat to the health and safety of students, employees, or other members of the campus community. Examples of situations requiring an emergency notification include, but are not limited to, an outbreak of a serious illness, a natural disaster, a wildfire, a terrorist incident, an active shooter, a hazardous chemical spill, or a significant facility failure. The Director of Campus Safety and Security has primary responsibility for issuing an emergency notification.

WSU Tri-Cities issues emergency notifications upon confirmation of a significant emergency or dangerous situation involving immediate threat to the health or safety of students or employees. The responsible department works in coordination with campus or local law enforcement agencies, campus security departments, WSU System Clery Coordinator, Environmental Health and Safety (EH&S), Emergency Management, or other relevant departments or agencies to assess and respond to the emergency. Confirmation of significant emergencies or dangerous situations is assessed by a department with appropriate expertise (e.g., public safety emergencies may be confirmed by campus security, whereas hazardous material emergencies may be confirmed by campus EH&S).

The responsible department will determine the appropriate content of the notification, which may withhold confidential information, names, or other identifying information of victims, or withhold if disclosing information would compromise efforts to assist a victim, contain or respond to an emergency or otherwise mitigate an emergency. Notification will include a description of the emergency or dangerous situation, instructions for immediate action or protective measures, the date, time, and location of the emergency (if applicable), and contact information for obtaining additional information or assistance. In addition, notification will include information that would enable members of the university community to take actions to protect themselves. The responsible department, in consultation with other relevant departments and agencies, will also determine whether additional steps are necessary such as securing buildings, directing individuals to safe locations, modification to facility resources, or other actions.

The responsible department determines which segments of the campus community may be affected by the situation.

Additional information about WSU's policies and procedures in place to respond to emergencies is available from [WSU Tri-Cities Campus Safety & Security](#) and the WSU [Office of Emergency Management](#).

## Dissemination of an Emergency Notification

WSU Tri-Cities has a number of methods to provide warning and notification of emergency situations affecting the campus. Notifications are distributed using any combination of the following:

- WSU alert system
- E-mail notifications to relevant students, faculty, and staff
- Posting on the university's campus-specific WSU Alert webpage
- University social media platforms
- Notices on bulletin boards in prominent campus locations
- Public address systems in or outside campus buildings, if applicable
- Individual outreach to impacted individuals

The campus public address system consists of a series of public address units inside each of the campus buildings. When activated, a brief tone will be followed by a voice announcement that provides information on what individuals should do as an emergency situation develops.

The WSU Alert Notification system is another method for distributing a notification of an emergency warning, which connects directly to students, faculty, and staff using voice and text messaging by telephone and email to provide warning of an emergency, see [BPPM 50.39](#). It will include basic directions on what steps people should take in response. Receiving emergency warning on personal cell phones, land line phones, and email requires registration, which can be accomplished by accessing a MyWSU account. All WSU students, staff, and faculty can subscribe and update their information for the WSU Alert system by accessing their MyWSU account. See [alert.wsu.edu](http://alert.wsu.edu) for more information.

In addition to these primary notification methods, WSUTC also operates a campus-wide alert email list server which allows email transmission of warnings and other messages to the campus population.

The complete WSU Alert system allows the university to disseminate official information via email text messages, telephone, loudspeakers, WSU Alert page, social media and other means to notify the campus population of emergencies or threatening situations.

For example, should an active shooter situation occur, individuals would be made aware of the incident through the WSU Alert system. Individuals could then assess their response to the situation based on the location and resources available and then choose the best action to ensure their safety.

To address the recent disturbing trends of violence on campuses for K-12 and higher education, the WSU security community has developed a several prevention and protection measures for mitigating such threat.

This includes the ability of Campus Security to lock building doors from the outside through an automated system. Studies compiled by the FBI indicate the importance of active access control in buildings and the ability to lock down the campus entry doors and allow occupants to secure themselves within their surroundings. This function provides safety to the occupants of the building and allows for transit time for police to respond and address the incident.

## Drills, Exercises and Training

WSU Tri-Cities holds an emergency communications system test once per semester. The test includes activation of the WSU Alert system and the [alerts website](#). Other methods of emergency

communication may also be activated during these tests. These tests may be previously scheduled and announced to the community or may be unannounced.

WSU holds drills or exercises for campus emergency responders and emergency management personnel at least once each semester and conducts follow-through activities designed for assessment and evaluation of existing emergency response plans, procedures, and capabilities. Whenever possible, emergency responders from local agencies participate in these exercises or drills with WSU emergency responders. WSU publishes a summary of its emergency response and evacuation procedures in conjunction with at least one drill or exercise each calendar year.

All campus buildings will hold an evacuation drill at least once per 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. These drills will be unannounced.

All WSUTC units are encouraged to hold their own evacuation drill at least once annually. A Campus Security Officer will assist any unit to coordinate an evacuation drill and provide an assessment of its effectiveness.

The WSUTC Campus Safety & Security Director will maintain records of all drills and exercises established for campus emergency responders as well as for emergency communications systems tests. Information on emergency response and evacuation procedures will be published annually in conjunction with one test, and records will be maintained for seven years as required by the Clery Act. The records include, for each test, a description of the exercise, the date, the time, and whether it was announced or unannounced.

WSU PD provides active shooter training, safety consultations, and can share information about online trainings and resources. Individuals interested in additional information should contact WSU PD at 509-335-8548. In addition, WSU employees can access an on-demand Active Shooter Response training through the [Skillsoft Percipio online training system](#).

## Campus Security

### Campus Housing Safety

In August 2018, the Brelsford Vineyards apartments opened on the WSU Tri-Cities campus. This facility is owned and operated by DABCO Property Management, and WSU maintains no oversight of the facility. Richland Police and Emergency Services respond to all incidents in the complex. However, for Clery reporting purposes this facility is considered “on-campus housing”, and incidents there are monitored and included in our crime fire statistics.

All students residing in the Vineyards must ultimately share in the responsibility to make living groups safe and secure. If residents have concerns regarding the safety of the Vineyards, they should contact DABCO Property Management in their on-premises business office. Concerns can also be reported to WSUTC Campus Security.



## Measures to Secure Entrances to Student Housing Facilities

The maintenance of a safe and secure residential environment is everyone's responsibility. Residents should always lock their room doors to ensure personal safety and security of their property. For emergency situations requiring police, medical or fire response, dial 911. For non-emergency assistance, call the Richland PD at 628-0333.

## Safety Considerations in The Maintenance of Campus Facilities

WSUTC devotes time from various campus resources including Facilities Services and Environmental Health and Safety (EH&S) to address the safety and security of the campus. Campus Security controls key distribution for all campus buildings, is responsible for opening buildings in the mornings and securing them in the evening, and for regular patrol of all campus areas during operating hours. Campus Security also provides additional 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 and evaluation of the security to student residences.
- The availability of blue light emergency phones around campus.

## Students Events and Organizations

Groups or individuals may use the university's limited public forum areas for those activities protected by the first amendment to the Constitution of the United States, subject to the requirements set forth in [504-33 WAC](#). University groups or individuals are requested to provide notice of the intended use of the desired Tri-Cities Campus limited public forum area to the Campus Security Office. Non-university groups and individuals must provide notice five business days prior to the intended use of the desired limited public forum area, in accordance with [WAC 504-33-025](#).

Registered Student Organizations and enrolled WSU students may contact the WSU Tri-Cities Office of Student Engagement and Leadership for more information about campus events at:

WSU Tri-Cities Student Engagement and Leadership SUB 109  
509-372-7299

[tricitiestudentlife@wsu.edu](mailto:tricitiestudentlife@wsu.edu)

<https://tricitie.wsu.edu/student-engagement-leadership/>

## Blue Light Phones

Should you need immediate assistance in an emergency, you can look for a blue light. The blue light identifies the location of an emergency telephone. Simply press the emergency telephone button (no dialing is necessary) to be connected to the SECOMM 911 Center. Describe your emergency to the dispatcher. Each of the blue light phones is individually addressed, and a police officer can be dispatched to their location. Please take notice of the location of the blue light telephones as you move throughout the campus. You may never need to use one, but they are there for emergencies.

Additional blue light phones are located in the building interiors. These are regular phones, pre-programmed with various campus department contacts, and can also be used to call 911 or make local calls. They are designated with blue LED lights mounted above the phone. Each location also includes various campus emergency information postings.

### [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 elevator service dispatch center. If you are stuck, remain calm and stay inside the elevator. Trained elevator service personnel and Richland Fire Department 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 telephone unless it is an emergency.

### [Student Care Network](#)

The [Student Care Network](#) is an online resource that includes a Student Care Reporting Form that allows individuals to share concerns about a student’s emotional or psychological well-being, physical health, or academic performance with university administrators who can help. Anyone can submit a Student Care report including students, faculty, staff, family members, and community members. Concerns submitted to the [WSU Student Care Network](#) will be reviewed by the Office of the Dean of Students team for appropriate follow up. Concerns can also be submitted to the [WSU Tri-Cities Student Care Team](#) for review by local staff.

### [Student Care Team](#)

The [Student Care Team](#) responds to reports about students who are exhibiting behavior of concern and/or have received a Student Care or other report of a concern for a student. The multi-disciplinary Student Care team intervenes with care and support to protect the safety and well-being of the involved student, as well as the WSU community, by working directly with the student, and /or connecting students with others with appropriate resources and services.

### [Campus Patrol](#)

Campus Security has at least one officer on duty during all campus operating hours. They conduct regular, unscheduled patrols of the campus and its buildings. While Campus Security takes steps to educate and maintain safety on campus, each individual within the campus community plays a role and it is important to be aware of surroundings and use reasonable judgment when living, working, or visiting on campus. Please report suspicious or criminal activities to Campus Security at 372-7234, or to law enforcement at 509-628-0333 or 911

### [Daily Crime and Fire Log](#)

The Campus Security office produces and posts a [log](#) of all crimes reported to Campus Security, and those communicated to the Campus Security Office from Richland PD. The log is available 24 hours per day to anyone wishing to access it. The log identifies the type of report, location, and time of each incident reported to Campus Security. The Daily Crime Log is available online and in person in the Campus Safety office in Floyd 144D.

The Campus Safety Office maintains a Fire Log of all fire incidents that have occurred in the Brelsford Vineyards. The log identifies the type of incident, location, a time of each fire incident. The Fire Log at is available from the Campus Safety office in Floyd 144D

## Drug and Alcohol Policies and Programs

### WSU Policies Governing Alcohol and Other Drugs

WSU's Drug and Alcohol Policies, including [WSU Executive Policy #20](#) and the [WSU Standards of Conduct for Students](#), 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. WSU's policy prohibits the unlawful possession, use, or distribution of illicit drugs or alcohol on University-controlled property. Additionally, Washington state law, [RCW Chapter 70.160](#), prohibits smoking in any WSU owned, leased, rented public place, or place of employment. The WSU Pullman, WSU Spokane, WSU Tri-Cities, WSU Vancouver, WSU Everett, and the College of Agricultural, Human, and Natural Resource Sciences (CAHNRS) have additional restrictions regarding -tobacco and nicotine use on campus or area locations, with the exception to tobacco cessation programs or approved research. Refer to [Safety Policies and Procedures Manual \(SPPM\) 6.10](#).

### Workplace Policy

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. In addition, WSU has developed programs to prevent the unlawful possession, use, and/or distribution of illegal drugs and alcohol by employees and students. Any employee who violates the WSU Alcohol and Drug Policy, Executive Policy #20, may be subject to corrective or disciplinary action by the university, in addition to any penalties resulting from violating local, state and/or federal law. Sanctions for illegal use of drugs and/or alcohol in the workplace may include, but are not limited to, recommendations for completion of an appropriate rehabilitation program, written or verbal warning, required training, letter of reprimand, censure, demotion, salary reduction, dismissal, and, in emergency situations, immediate suspension. Additionally, Washington state law ([RCW Chapter 70.160](#)) prohibits smoking in any University owned, leased, or rented public place or place of employment.

### Student Policies

#### University Alcohol and Drug Policy

The WSU PD and local police enforce all Washington state laws pertaining to drugs and alcohol, and students may also be subject to sanctions through the Center for Community Standards (CCS). CCS will follow procedures outlined in the Standards of Conduct for Students (Standards of Conduct), [WAC 504-26](#), if an alleged violation is reported.

The legal age for individuals to consume alcohol in the state of Washington is 21. Those not of legal age who consume alcohol will be in violation of the Standards of Conduct and WSU's Alcohol and Drug Policy. Students of legal age who choose to drink alcoholic beverages are expected to do so responsibly.

Students are accountable to the [Standards of Conduct](#) from the time of application for admission through the actual awarding of a degree. The Standards of Conduct apply to on campus and online behavior and some off-campus behavior. For more information about jurisdiction, please visit [WAC 504-26-015](#).

## Applicable Standards of Conduct for Students

[WAC 504-26-211 Drugs and drug paraphernalia](#): Use, possession, manufacture, or distribution of marijuana, narcotics, or other controlled substances, and drug paraphernalia except as permitted by federal, state, and local law.

[WAC 504-26-212 Alcohol](#): Use, possession, manufacture, or distribution of alcoholic beverages (except as expressly permitted by university regulations, and federal, state, and local laws), or public intoxication. Alcoholic beverages may not, in any circumstance, be used by, possessed by, or distributed to any person not of legal age.

## Good Samaritan Guideline

The [WSU Good Samaritan Guideline](#) ensures that students receive prompt and appropriate attention in the event of alcohol and/or drug intoxication. This guideline is similar to Washington State laws followed by law enforcement. If a student or community member sees a friend or stranger experiencing symptoms of alcohol or drug intoxication and needing medical help, they can contact local police, WSU PD, medical professionals, university staff members, and/or resident advisors for assistance. Neither party will receive any formal discipline for alcohol or drug use and possession under our community standards. This guideline does not apply to any disciplinary action for incidents beyond drug and alcohol use. For example, incidents that include hazing, sexual assault, physical abuse, malicious mischief, disorderly conduct, acts of hate or bias, may initiate the community standards process. WSU reserves the right to sanction repeat alcohol and drug offenders, including organizations, and to pursue disciplinary action for any violation which the University considers serious enough to require such action.

## Medical and Recreational Cannabis

In accordance with the federal Drug-Free Schools and Communities Act Amendments of 1989, WSU strictly prohibits the use, possession, manufacture, or distribution and/or sale of cannabis and other controlled substances anywhere on campus. It is a violation of the [Standards of Conduct](#), as well as [University Housing Policy](#), for students to use, possess, manufacture, distribute and/or sell cannabis while on University property, even if the student is over the age of 21 and/or procured the cannabis through legal means.

Additionally, WSU prohibits the use of medical cannabis on campus, including all residence halls and WSU apartments. Cannabis obtained for medicinal purposes cannot be stored or used in the residence halls or WSU apartments. The use and/or storage of all drug paraphernalia is also prohibited in the residence halls and WSU apartments. All questions regarding the reasonable accommodation of medical conditions, including conditions treated with medical cannabis, should be directed to the [WSU Tri-Cities Access Center](#) or by calling 509-372-7352 or email [tricitie.accessservices@wsu.edu](mailto:tricitie.accessservices@wsu.edu)

## Drug and Alcohol Education Programs

### **Cougar Health Services (including Counseling and Psychological Services (CAPS) and the Medical Clinic Services) and WSU Health Promotions**

Cougar Health Services (CHS) and WSU Health Promotions offers a range of online and in-person services related to substance use including individual counseling, assessment, therapy groups, workshops and outreach programs, online confidential and personalized feedback, text messaging, and

consultation to WSU students. These services support personal efforts to maintain health and the reduction of health harms—including substance use/disorder—so students can achieve academic, career, and personal success. The foundation of CHS and WSU Health Promotions programs is built on best practice recommended for substance abuse in a university setting in the College Alcohol Intervention Matrix (College AIM, 2015).

CHS WSU Health Promotions substance abuse programs are in compliance with the Drug-Free Schools and Communities Act (DFSCA). DFSCA report available upon request. Select programs and targeted services are described below.

WSU Tri-Cities Counseling Services partners with Cougar Health Services to provide similar programs and access for Tri-Cities students.

Additionally, Cougar Health Services, through the Campus Security office provides free Narcan kits and fentanyl test strips, as well as training on recognizing the symptoms of opioid overdose, assessing appropriate care, administering naloxone (Narcan), and using fentanyl test strips.

### **Clinical Treatment**

CAPS utilizes a generalist model of alcohol and other drug (AOD) treatment, whereby all senior clinical staff (e.g. licensed psychologists) and counselors-in-training (e.g. doctoral psychology interns, practicum students) may be referred clients with AOD issues, as AOD issues are often co-morbid with other psychological disorders. All CAPS clinicians are able to work with AOD issues. Generally, clinical services are based on student need and voluntary participation.

These include:

Alcohol and other drug use screening at intake and addressed within individual counseling sessions.

Follow-up for WSU students following AOD-related hospitalization, in conjunction with Pullman Regional Hospital.

Ongoing workshops/groups provided in CAPS integrate AOD use into discussion and intervention.

Referral to community-based services and resources.

### **Harm Reduction Outreach**

eCHECKUP TO GO is an interactive, confidential web survey that allow students to enter information about their drinking patterns and receive personalized feedback about your alcohol use. eCHECKUP TO GO enables students to monitor changes to their drinking patterns and can alert them to potentially dangerous drinking habits.

### **3<sup>rd</sup> Millenium Educational Programs**

For first time cannabis and alcohol referrals to the CCS, students are asked to complete an online educational course provided by a third-party provider, 3<sup>rd</sup> Millenium. The courses are empirically based educational programs that target risk reduction strategies and behavioral change.

## IMPACT

IMPACT is an education service provided to students, who are referred by CCS for repeated substance use violations. The purpose of this intervention is to administer a substance abuse education program that is focused on harm reduction strategies, motivational interviewing, and brief intervention. Students are referred to CAPS for a one-on-one meeting with a licensed mental health provider.

## Additional Campus Security Policies or Resources

### Missing Student Policy

WSU takes the well-being of students seriously and the university has processes in place when a student is missing. If anyone has reason to believe that a WSU student is missing, they should immediately call 911 and report the concern. Callers outside of Benton and Franklin Counties should call SECOMM at 509-628-0333. All WSU staff and faculty must contact Campus Security if they believe a student is missing or is reported by others to be missing.

### Contact Person Policy

All students residing in on-campus housing, regardless of age, may identify one or more individuals to be a contact strictly for missing persons purposes. The contact person(s) will be contacted by the university not later than 24 hours after the time that the student is determined to be missing by Richland Police. Students are encouraged to provide contact information on their myWSU account at incoming mandatory orientation. Students can update the contact(s) by accessing their myWSU account. The information provided will only be accessible to authorized campus offices and to law enforcement in furtherance of a missing person investigation.

Students under 18 years of age and not emancipated are advised that the institution must notify a custodial parent or guardian within 24 hours of the determination that the student is missing, in addition to notifying any additional contact person designated by the student. In addition, WSU will notify local law enforcement agencies within 24 hours of the determination that a student is missing, unless the local law enforcement agency was the entity that made the determination that the student is missing.

### Procedures

When any student who resides in on-campus housing is reported missing, Campus Security will make inquiries regarding the student and contact the City of Richland Police if they are unable to locate the student within 24 hours. WSU Police will also be notified, and will provide assistance to Richland Police as needed. Richland Police will make the determination as to whether the student is considered to be missing, will coordinate with other law enforcement agencies, and make entries into state and local crime information databases as they determine necessary. Additionally, if the missing student is under the age of 18 and not emancipated, WSUTC will notify the student's parent or legal guardian within 24 hours after police have determined the student is missing.

All students residing in on-campus housing, regardless of age, may identify one or more individuals to be a contact strictly for missing persons purposes. The contact person(s) will be contacted by the university

not later than 24 hours after the time that the student is determined to be missing by Richland Police. Students are encouraged to provide contact information on their myWSU account at incoming mandatory orientation. Students can update the contact(s) by accessing their myWSU account. The information provided will only be accessible to authorized campus offices and to law enforcement in furtherance of a missing person investigation.

### Weapons Policy

The WSU Standards of Conduct for Students, [WAC 504-26-213](#), prohibits students from carrying, possessing or using any firearm, explosive (including fireworks), dangerous chemicals, or any dangerous weapon on university property or in university approved housing. Additionally, airsoft guns and any other item that appears to be a firearm, or any item that shoots projectiles are prohibited.

### Sexual or Violent Offenders List

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. WSU complies with these requirements utilizing the procedures in the [WSU Registered Sex Offender and Kidnapping Offender Policy, Executive Policy 46 \(EP 46\)](#). As required by EP 46, WSU Police Department publishes information on its website on how to find information about registered sex offenders ([Sex Offender and Kidnapping Offender Notification](#)).

You can obtain information regarding registered sexual offenders by contacting the Benton County Sheriff's Office at 7122 W. Okanogan Place, Building 2 in Kennewick, Washington, (509)735-6555, ext. 3843. Sex offender information is also available online at [http://www.sheriffalerts.com/cap\\_main.php?office=54457](http://www.sheriffalerts.com/cap_main.php?office=54457). This page includes information on how to search for registered sex offenders in the area as well as additional information about sex offender registration laws, safety tips, and shareable Community Awareness Fliers. In addition, you can obtain information regarding registered sex offenders throughout Washington state through the following links, as well as additional information about registered offender registration laws and safety tips:

- [Franklin County Sheriff's Alerts](#)
- [Walla Walla County Sheriff's Alerts](#)
- [Yakima County Sheriff's Alerts](#)
- Washington State:
  - [Washington Association of Sheriffs and Police Chiefs Alert \(Sex Offender Public Registry\)](#)
  - [Washington Association of Sheriffs and Police Chiefs Resource Information](#)
  - [Offender Watch by County: Community Notification](#)
  - [Department of Justice National Sex Offender Public Website](#)

Further, as required by EP 46, WSU provides notifications to relevant individuals for purposes of safety and security when registered offenders enroll or are employed at WSU.

### Housing and Fire Safety

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 section includes fire safety practices and standards, applicable to the WSU Tri-Cities campus. Fire statistics for the relevant period covering this report (2021-2023) are available near the end of this report.

## On Campus Student Housing Fire Safety Systems

### Campus Apartments

The Brelsford Vineyards is equipped with full fire sprinkler systems and automatic fire alarm systems that report to a continuously staffed dispatch center. This complex is owned and operated by DABCO Property Management.

Information on emergency procedures at the Brelsford Vineyards can be obtained by contacting the Vineyards business office at (509) 845-9221.

## On Campus Housing Fire Safety Regulations

DABCO Property Management establishes and manages all fire and safety policies in the Brelsford Vineyards. Below is a summary of relevant DABCO policies which have been communicated to WSUTC:

- Smoking is prohibited in the commons area, recreation room, fitness room, and indoor community study rooms. Additionally, smoking by an individual tenant – including smoke, odor, ash, and smoking trash such as cigarette butts – must not be allowed to bother other tenants. Open-flame grills are prohibited in units, including on decks, patios, and balconies, and may not be used within ten (10) feet of any part of any building.

The following are additional residential fire safety recommendations from the WSU Tri-Cities Campus Safety office:

- 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 recommended. Heavy duty, multiple outlet devices equipped with internal breaker protection, three-wire, three-prong ground protection, and 16-gauge or heavier wires are preferred.
- Not more than one high-wattage appliance such as a hair dryer, water warmer, etc., should be connected to a single wall outlet at one time.
- All appliances should be sufficiently protected from shock hazards and should be maintained in good repair with no insulation damage or exposed wires.
- Electrical cords should be protected from being 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. Electrical cords should not run through walls, ceilings, floors, doorways or windows, or across exits.
- 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 recommended.
- Student-constructed furniture, posters, papers, and combustible decorations should not be present in sufficient amounts to constitute an excessive combustible fire load, nor should fire safety devices be obstructed.



Individuals found in violation of safety regulations may be cited by the Richland Fire Marshal's office. Failure to comply with safety regulations may also result in disciplinary action.

No smoking is permitted on the WSU Tri-Cities campus. WSU Tri-Cities' tobacco/nicotine policy prohibits all forms of tobacco and any nicotine-delivery devices, including electronic cigarettes, in or on WSU Tri-Cities campus grounds and state owned vehicles and equipment. The WSU Tri-Cities campus policy does *not* apply to the Brelsford Vineyards.

WSU employees, students and visitors are responsible for complying with Washington state law (RCW Chapter 70.160, Clean Indoor Air Act) and any applicable campus tobacco and nicotine use policy, referenced above.

### Fire Drills for Residence Halls

Academic buildings receive fire drills periodically based on hazard assessment, accreditation requirements, and safety committee recommendations. DABCO Property Management has indicated that no fire drills are conducted in the Brelsford Vineyards.

### Plans for Future Improvement in Fire Safety

WSU will continue to maintain facilities in a manner consistent with the International Fire Code, International Building Code, National Fire Protection Association, as well as state and federal laws. All new construction shall be compliant with the appropriate fire, building, and life safety code requirements.

The WSU Campus Safety Office works with the Richland Fire Marshal to address and correct deficiencies in an ongoing effort to improve fire safety on campus.

## University Fire Safety Resources and Education Programs

### Education and Training Programs

WSU Tri-Cities Campus Safety includes fire safety information in orientation sessions and other presentations when requested. Fire safety training includes the procedures that students and employees should follow in the case of a fire. For further information, call the Fire and Safety Compliance Officer's office at 509-335-5251.

### Resources

#### **Emergency Fire Response:**

Richland Fire Department is a combination department comprised of full-time professional and reserve firefighters engaging in the performance of fire suppression and emergency medical services. Fire suppression is provided to all properties within the city limits of Richland, including WSU Tri-Cities. Department Paramedics and Emergency Medical Technicians provide ambulance service to the city.

### Reporting in Case of a Fire

If there is a fire emergency dial 911

Reports that a fire occurred should be made to the WSU Tri-Cities Campus Safety office by calling 509-372-7163. Reports made to the WSU Tri-Cities Campus Safety Office are included in the statistics in the

annual fire safety report. WSU employees should follow the Fire Safety Procedures, Section 8.20 in the Safety Policies and Procedures Manual.

## Crime definitions under Federal Law

The following definitions are provided in the Jeanne Clery Disclosure of Campus Security Policy and Campus Crime Statistics Act (Clery Act)(34 CFR Part 668, 34 US Code 12291, and 20 US Code 1092(f)(6)), or referenced from the Federal Bureau of Investigation's (FBI) Uniform Crime Reporting (UCR) Program. For purposes of complying with the Clery Act, an incident meeting these definitions is considered a crime for the purpose of Clery Act reporting.

### *Dating violence:*

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

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

**(ii)** For the purposes of this definition -

**(A)** Dating violence includes, but is not limited to, sexual or physical abuse or the threat of such abuse.

**(B)** Dating violence does not include acts covered under the definition of domestic violence.

**(iii)** For the purposes of complying with the requirements of this section and [§ 668.41](#), any incident meeting this definition is considered a crime for the purposes of Clery Act reporting.

### *Domestic violence:*

**(i)** A felony or misdemeanor crime of violence committed -

**(A)** By a current or former spouse or intimate partner of the victim;

**(B)** By a person with whom the victim shares a child in common;

**(C)** By a person who is cohabitating with, or has cohabitated with, the victim as a spouse or intimate partner;

**(D)** By a person similarly situated to a spouse of the victim under the domestic or family violence laws of the jurisdiction in which the crime of violence occurred, or

**(E)** By any other person against an adult or youth victim who is protected from that person's acts under the domestic or family violence laws of the jurisdiction in which the crime of violence occurred.

- (ii) For the purposes of complying with the requirements of this section and [§ 668.41](#), any incident meeting this definition is considered a crime for the purposes of Clery Act reporting.

*Sexual assault:*

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

*Rape:*

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

*Fondling:*

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

*Incest:*

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

*Statutory Rape:*

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

*Stalking:*

- (i) Engaging in a course of conduct directed at a specific person that would cause a reasonable person to -

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

- (B) Suffer substantial emotional distress.

- (ii) For the purposes of this definition -

- (A) *Course of conduct* means two or more acts, including, but not limited to, acts in which the stalker directly, indirectly, or through third parties, by any action, method, device, or means, follows, monitors, observes, surveils, threatens, or communicates to or about a person, or interferes with a person's property.

- (B) *Reasonable person* means a reasonable person under similar circumstances and with similar identities to the victim.

- (C) *Substantial emotional distress* means significant mental suffering or anguish that may, but does not necessarily, require medical or other professional treatment or counseling.

- (iii) For the purposes of complying with the requirements of this section and [§ 668.41](#), any incident meeting this definition is considered a crime for the purposes of Clery Act reporting.

*Murder and nonnegligent manslaughter*

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

*Negligent manslaughter*

The killing of another person through gross negligence.

*Robbery:*

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

*Aggravated Assault:*

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

*Burglary:*

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

*Motor Vehicle theft:*

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

*Weapons (Carrying, Possessing, Etc.):*

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

*Arson:*

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

*Liquor Law Violations:*

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

*Drug Abuse Violations:*

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

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

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

*Hate crime:*

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

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

*Larceny-Theft (Except Motor Vehicle Theft):*

The unlawful taking, carrying, leading, or riding away of property from the possession or constructive possession of another. Attempted larcenies are included. Embezzlement, confidence games, forgery, worthless checks, etc., are excluded.

*Simple Assault:*

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

*Intimidation:*

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

*Destruction/Damage/Vandalism of Property:*

To willfully or maliciously destroy, damage, deface, or otherwise injure real or personal property without the consent of the owner or the person having custody or control of it.

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

**Sexual Assault ([34 U.S.C. 12291\(a\)](#))**

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

**Domestic violence** ([34 U.S.C. 12291\(a\)](#))

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

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

**Dating violence** ([34 U.S.C. 12291\(a\)](#))

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

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

**Stalking** ([34 U.S.C. 12291\(a\)](#))

The term “stalking” means engaging in a course of conduct directed at a specific person that would cause a reasonable person to—

- a) fear for his or her safety or the safety of others; or
- b) suffer substantial emotional distress.

Washington state law definitions of these crimes differ and are incorporated into the [Revised Code of Washington](#).

## Crime definitions under Washington State Law

### Washington State Definitions

The following definitions are provided under Washington State Law:

**Consent** ([RCW 9A.44.010](#))

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** ([RCW 9A.44.010](#))

A 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** ([RCW 9A.44.010](#))

A person who is unconscious or for any other reason is physically unable to communicate unwillingness to an act.

**Forcible Compulsion** ([RCW 9A.44.010](#))

Is 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** ([RCW 9A.44.010](#))

- Has its ordinary meaning and occurs upon any penetration, however slight, and
- 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
- 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** ([RCW 9A.44.010](#))

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** ([RCW 10.99.020](#))

Includes but is not limited to any of the following crimes when committed either by (a) one family or household member against another family or household member, or (b) one intimate partner against another intimate partner:

- Assault in the first degree (RCW 9A.36.011);
- Assault in the second degree (RCW 9A.36.021);
- Assault in the third degree (RCW 9A.36.031);
- Assault in the fourth degree (RCW 9A.36.041);
- Drive-by shooting (RCW 9A.36.045);
- Reckless endangerment (RCW 9A.36.050);
- Coercion (RCW 9A.36.070);
- Burglary in the first degree (RCW 9A.52.020);
- Burglary in the second degree (RCW 9A.52.030);
- Criminal trespass in the first degree (RCW 9A.52.070);

- Criminal trespass in the second degree (RCW 9A.52.080);
- Malicious mischief in the first degree (RCW 9A.48.070);
- Malicious mischief in the second degree (RCW 9A.48.090);
- Malicious mischief in the third degree (RCW 9A.40.020);
- Kidnapping in the first degree (RCW (9A.40.020);
- Kidnapping in the second degree (RCW 9A.40.030);
- Unlawful imprisonment (RCW 9A.40.040);
- Violation of the provisions of a restraining order, no-contact order, or protection order restraining or enjoining the person or restraining the person from going onto the grounds of or entering a residence, workplace, school, or day care, or prohibiting the person from knowingly coming within, or knowingly remaining within, a specified distance of a location, a protected party's person, or a protected party's vehicle (chapter 7.105 RCW, or RCW 10.99.040, 10.99.050, 26.09.300, 26.10.220, 26.26B.050, 26.44.063, 26.44.150, or 26.52.070, or any of the former RCW 26.50.060, 26.50.070, 26.50.130, and 74.34.145);
- Rape in the first degree (RCW 9A.44.040);
- Rape in the second degree (RCW 9A.44.050);
- Residential burglary (RCW 9A.52.025);
- Stalking (RCW 9A.46.110); and
- Interference with the reporting of domestic violence (RCW 9A.36.150).

**Family Or Household Members ([RCW 10.99.020](#))**

- Adult persons related by blood or marriage;
- Adult persons who are presently residing together or who have resided together in the past; and
- Persons who have a biological or legal parent-child relationship, including stepparents and stepchildren and grandparents and grandchildren.

**Intimate Partner ([RCW 10.99.020](#))**

- Spouses or domestic partners;
- Former spouses or 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 presently or previously residing together who have or have had a dating relationship;
- 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; and
- Persons sixteen years of age or older with whom a person sixteen years of age or older has or has had a dating relationship.

**Dating Relationship ([RCW 10.99.020](#), [RCW 7.105.010](#))** A social relationship of a romantic nature. Factors that the court may consider in making this determination include:



- The length of time the relationship has existed;
- The nature of the relationship; and
- The frequency of interaction between the parties.

**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:
  - Uses or threatens to use a deadly weapon or what appears to be a deadly weapon; or
  - Kidnaps the victim; or
  - Inflicts serious physical injury, including but not limited to physical injury which renders the victim unconscious; or
  - Feloniously enters into the building or vehicle where the victim is situated, or where the sexual intercourse occurs.
- After the perpetrator or an accessory knowingly furnishes the victim with a legend drug, controlled substance, or controlled substance analog without the victim's knowledge and consent which renders the victim incapable of consent to sexual intercourse due to physical helplessness or mental incapacitation.

**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:

- By forcible compulsion;
- When the victim is incapable of consent by reason of being physically helpless or mentally incapacitated;
- When the victim is a person with a developmental disability and the perpetrator is a person who:
  - Has supervisory authority over the victim; or
  - Was providing transportation, within the course of his or her employment, to the victim at the time of the offense;
- 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;
- When the victim is a resident of a facility for persons with a mental disorder or substance use disorder and the perpetrator is a person who has supervisory authority over the victim; or
- When the victim is a frail elder or vulnerable adult and the perpetrator is a person who:
  - Has a significant relationship with the victim; or

- 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:

- Where the victim did not consent as defined in RCW 9A.44.010(7), to sexual intercourse with the perpetrator; or
- 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 in the first degree if, for the purpose of arousing or gratifying the sexual desire any person, he or she knowingly views, photographs, or films:

- 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
- 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.

A person commits the crime of voyeurism in the second degree if he or she intentionally photographs or films another person for the purpose of photographing or filming the intimate areas of that person with the intent to distribute or disseminate the photograph or film, 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.

### **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:

- Without lawful authority, the person knowingly threatens:
  - To cause bodily injury immediately or in the future to the person threatened or to any other person; or
  - To cause physical damage to the property of a person other than the actor; or
  - To subject the person threatened or any other person to physical confinement or restraint; or
  - Maliciously to do any other act which is intended to substantially harm the person threatened or another with respect to his or her physical health or safety; and
- 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) A person commits the crime of stalking if, without lawful authority, the person:
- (i) Intentionally and repeatedly harasses another person;
  - (ii) Intentionally and repeatedly follows another person;
  - (iii) Intentionally contacts, follows, tracks, or monitors, or attempts to contact, follow, track, or monitor another person after being given actual notice that the person does not want to be contacted, followed, tracked, or monitored; or
  - (iv) Knowingly and without consent installs or monitors an electronic tracking device, or causes an electronic tracking device to be installed, placed, or used, to track the location of another person; and
- (b) The person being harassed, followed, tracked, or monitored suffers substantial emotional distress or is placed in fear that the stalker intends to injure him or her, or another person, or his or her property, or the property of another person, or, in the circumstances identified in (a)(iv) of this subsection, the victim’s knowledge of the tracking device would reasonably elicit substantial emotional distress or fear. The feeling of substantial emotional distress or fear must be one that a reasonable person in the same situation would experience given the totality of the circumstances; and

Except as provided in RCW 9A.46.110, a person who stalks another person is guilty of a gross misdemeanor. A person who stalks another person is guilty of a class B felony if any of the following applies:

- The stalker has previously been convicted in this state or any other state of any crime of harassment, as defined in [RCW 9A.46.060](#);
- The stalking violates any protective order protecting the victim;
- The stalker has previously been convicted of a gross misdemeanor or felony stalking offense under this section for stalking another person;
- The stalker was armed with a deadly weapon, as defined in [RCW 9.94A.825](#), while stalking the victim;

- The victim is or was a law enforcement officer; judge; juror; attorney; victim advocate; legislator; community corrections' officer; an employee, contract staff person; or volunteer of a correctional agency; court employee, court clerk; or courthouse facilitator; or an employee of the child protective, child welfare, or adult protective services division within the department of social and health services; and the stalker stalked the victim to retaliate against the victim for an act the victim performed during the course of official duties or to influence the victim's performance of official duties; or
- The victim is a current, former, or prospective witness in an adjudicative proceeding, and the stalker stalked the victim to retaliate against the victim as a result of the victim's testimony or potential testimony.

## Washington State Definitions for Protection Orders

### **Consent ([RCW 7.105.010](#))**

Consent in the context of sexual acts means that at the time of sexual contact, there are actual words or conduct indicating freely given agreement to that sexual contact. Consent must be ongoing and may be revoked at any time. Conduct short of voluntary agreement does not constitute consent as a matter of law. Consent cannot be freely given when a person does not have capacity due to disability, intoxication, or age. Consent cannot be freely given when the other party has authority or control over the care or custody of a person incarcerated or detained.

### **Sexual Abuse ([RCW 7.105.010](#))**

Sexual abuse means any form of nonconsensual sexual conduct including, but not limited to, unwanted or inappropriate touching, rape, molestation, indecent liberties, sexual coercion, sexually explicit photographing or recording, voyeurism, indecent exposure, and sexual harassment.

### **Sexual Penetration ([RCW 7.105.010](#))**

Sexual penetration means any contact, however slight, between the sex organ or anus of one person by an object, the sex organ, mouth, or anus of another person, or any intrusion, however slight, of any part of the body of one person or of any animal or object into the sex organ or anus of another person including, but not limited to, cunnilingus, fellatio, or anal penetration. Evidence of emission of semen is not required to prove sexual penetration.

### **Sexual Conduct ([RCW 7.105.010](#))**

Sexual conduct means any of the following:

- Any intentional or knowing touching or fondling of the genitals, anus, or breasts, directly or indirectly, including through clothing;
- Any intentional or knowing display of the genitals, anus, or breasts for the purposes of arousal or sexual gratification of the respondent;
- Any intentional or knowing touching or fondling of the genitals, anus, or breasts, directly or indirectly, including through clothing, that the petitioner is forced to perform by another person or the respondent;
- Any forced display of the petitioner's genitals, anus, or breasts for the purposes of arousal or sexual gratification of the respondent or others;

- Any intentional or knowing touching of the clothed or unclothed body of a child under the age of 16, if done for the purpose of sexual gratification or arousal of the respondent or others; or
- Any coerced or forced touching or fondling by a child under the age of 16, directly or indirectly, including through clothing, of the genitals, anus, or breasts of the respondent or others.

**Stalking ([RCW 7.105.010](#))**

Stalking means any of the following:

- Any act of stalking as defined under [RCW 9A.46.110](#);
- Any act of cyberstalking as defined under [RCW 9A.90.120](#);
- Any course of conduct involving repeated or continuing contacts, attempts to contact, monitoring, tracking, surveillance, keeping under observation, disrupting activities in a harassing manner, or following of another person that: (1) Would cause a reasonable person to feel intimidated, frightened, under duress, significantly disrupted, or threatened and that actually causes such a feeling; (2) Serves no lawful purpose; and (3) The respondent knows, or reasonably should know, threatens, frightens, or intimidates the person, even if the respondent did not intend to intimidate, frighten, or threaten the person.

**Domestic Violence ([RCW 7.105.010](#))**

Domestic Violence means:

- Physical harm, bodily injury, assault, or the infliction of fear of physical harm, bodily injury, or assault; Nonconsensual sexual contact or nonconsensual sexual penetration; coercive control; unlawful harassment; or stalking of one intimate partner by another intimate partner; or
- Physical harm, bodily injury, assault, or the infliction of fear of physical harm, bodily injury, or assault; nonconsensual sexual conduct or nonconsensual sexual penetration, coercive control; unlawful harassment; or stalking of one family or household member by another family or household member.

**Family or Household Members ([RCW 7.105.010](#))**

Family or Household Members means:

- Persons related by blood, marriage, domestic partnership, or adoption;
- Persons who have currently or formerly resided together;
- Persons who have a biological or legal parent-child relationship, including stepparents and stepchildren and grandparents and grandchildren, or a parent’s intimate partner and children; and
- A person who is acting or has acted as a legal guardian.

**Intimate Partner ([RCW 7.105.010](#))**

Intimate Partner means:

- Spouses or domestic partners;
- Former spouses or former domestic partners;

- Persons who have a child in common regardless of whether they have been married or have lived together at any time, unless the child is conceived through sexual assault; or
- Persons who have or have had a dating relationship where both persons are at least 13 years of age or older.

**Dating Relationship ([RCW 7.105.010](#))**

A social relationship of a romantic nature. Factors that the court may consider in making this determination include:

- The length of time the relationship has existed;
- The nature of the relationship; and
- The frequency of interaction between the parties.

**Coercive Control ([RCW 7.105.010](#))**

A pattern of behavior that is used to cause another to suffer physical, emotional, or psychological harm, and in purpose or effect unreasonably interferes with a person’s free will and personal liberty. In determining whether the interference is unreasonable, the court shall consider the context and impact of the pattern of behavior from the perspective of a similarly situated person. Examples of coercive control include, but are not limited to, engaging in any of the following:

- Intimidation or controlling or compelling conduct by:
  - Damaging, destroying, or threatening to damage or destroy, or forcing the other party to relinquish, goods, property, or items of special value;
  - Using technology to threaten, humiliate, harass, stalk, intimidate, exert undue influence over, or abuse the other party, including by engaging in cyberstalking, monitoring, surveillance, impersonation, manipulation of electronic media, or distribution of or threats to distribute actual or fabricated intimate images;
  - Carrying, exhibiting, displaying, drawing, or threatening to use, any firearm or any other weapon apparently capable of producing bodily harm, in a manner, under circumstances, and at a time and place that either manifests an intent to intimidate the other party or that warrants alarm by the other party for their safety or the safety of other persons;
  - Driving recklessly with the other party or minor children in the vehicle;
  - Communicating, directly or indirectly, the intent to:
    - Harm the other party’s children, family members, friends, or pets, including by use of physical forms of violence;
    - Harm the other party’s career;
    - Attempt suicide or other acts of self-harm; or
    - Contact local or federal agencies based on actual or suspected immigration status;
  - Exerting control over the other party’s identity documents;

- Making, or threatening to make, private information public, including the other party’s sexual orientation or gender identity, medical or behavioral health information, or other confidential information that jeopardizes safety; or
- Engaging in sexual or reproductive coercion;
- Causing dependence, confinement, or isolation of the other party from friends, relatives, or other sources of support, including schooling and employment, or subjecting the other party to physical confinement or restraint;
- Depriving the other party of basic necessities or committing other forms of financial exploitation;
- Controlling, exerting undue influence over, interfering with, regulating, or monitoring the other party’s movements, communications, daily behavior, finances, economic resources, or employment, including but not limited to interference with or attempting to limit access to services for children of the other party, such as health care, medication, childcare, or school-based extracurricular activities;
- Engaging in vexatious litigation or abusive litigation as defined in RCW 26.51.020 against the other party to harass, coerce, or control the other party, to diminish or exhaust the other party’s financial resources, or to compromise the other party’s employment or housing; or
- Engaging in psychological aggression, including inflicting fear, humiliating, degrading, or punishing the other party

Coercive control does not include protective actions taken by a party in good faith for the legitimate and lawful purpose of protecting themselves or children from the risk of harm posed by the other party.

Effective July 1, 2025, [RCW 7.105.010](#) also includes the following additional definition:

**Commercial sexual exploitation (RCW 7.105.010)**

Commercial sexual abuse of a minor and sex trafficking.

## Crime statistics

### Preparation of Crime Statistics

Washington State University (WSU) prepares this report in compliance with the Jeanne Clery Disclosure of Campus Security Policy and Campus Crime Statistics Act (Clery Act), as well as the Violence Against Women Reauthorization Act of 2022 (VAWA) amendments to the Clery Act, using information obtained by the WSU Clery Compliance Committee comprised of representatives from various WSU offices including, but not limited to, the WSUTC Campus Security, WSU Compliance and Civil Rights (CCR), the Center for Community Standards (CCS), Environmental & Health Safety (E&HS), and the Office of Emergency Management (OEM).

Additionally, information is gathered from Campus Security Authorities, local law enforcement agencies (including the Richland Police Department (RPD)), and information provided by other surrounding law enforcement agencies.

The report includes statistics for the previous three calendar years (2021, 2022, and 2023) concerning reported crimes that occurred on campus and in certain off-campus buildings or property owned or

controlled by WSU. In accordance with the Clery Act, the statistics contained in this report are limited to specific crimes occurring within a designated geographic area. While WSU Tri-Cities does have academic and research spaces off-campus, there are no recognized student organizations or student housing facilities with off-campus locations.

The statistics in this report may vary from statistics maintained within other WSU offices authorized to receive reports of incidents implicating laws and WSU policies, such as the WSU Police Department, the Richland Police Department, WSU Compliance and Civil Rights, and/or the Center for Community Standards.



## Crime Statistics – Tri-Cities

2021-2023\* Comparative Crime Statistics, WSU Tri-Cities, On-Campus Property

<b>OFFENSE</b>	<b>2021</b>	<b>2022</b>	<b>2023</b>
<b>Murder/Non-negligent manslaughter</b>	0	0	0
<b>Manslaughter by Negligence</b>	0	0	0
<b>Rape</b>	0	0	0
<b>Fondling</b>	0	0	0
<b>Incest</b>	0	0	0
<b>Statutory Rape</b>	0	0	0
<b>Robbery</b>	0	0	0
<b>Assault (Aggravated)</b>	0	0	0
<b>Burglary</b>	1	0	0
<b>Motor Vehicle Theft</b>	0	0	0
<b>Arson</b>	0	0	0
<b>Stalking</b>	0	0	0
<b>Domestic Violence</b>	1	0	0
<b>Dating Violence</b>	0	0	0
<b>Arrests: Alcohol Law Violations</b>	0	0	0
<b>Arrests: Drug Abuse Violations</b>	0	0	0
<b>Arrests: Weapons Violations</b>	0	0	0
<b>Referrals: Alcohol Law Violations</b>	0	0	0
<b>Referrals: Drug Abuse Violations</b>	0	0	0
<b>Referrals: Weapons Violations</b>	0	0	0

2021-2023\* Comparative Crime Statistics, WSU Tri-Cities, On-Campus Residences (subset of On-Campus Property)

<b>OFFENSE</b>	<b>2021</b>	<b>2022</b>	<b>2023</b>
<b>Murder/Non-negligent manslaughter</b>	0	0	0
<b>Manslaughter by Negligence</b>	0	0	0
<b>Rape</b>	0	0	0
<b>Fondling</b>	0	0	0
<b>Incest</b>	0	0	0
<b>Statutory Rape</b>	0	0	0
<b>Robbery</b>	0	0	0
<b>Assault (Aggravated)</b>	0	0	0
<b>Burglary</b>	0	0	0
<b>Motor Vehicle Theft</b>	0	0	0
<b>Arson</b>	0	0	0
<b>Stalking</b>	0	0	0
<b>Domestic Violence</b>	1	0	0
<b>Dating Violence</b>	0	0	0
<b>Arrests: Alcohol Law Violations</b>	0	0	0
<b>Arrests: Drug Abuse Violations</b>	0	0	0
<b>Arrests: Weapons Violations</b>	0	0	0
<b>Referrals: Alcohol Law Violations</b>	0	0	0
<b>Referrals: Drug Abuse Violations</b>	0	0	0
<b>Referrals: Weapons Violations</b>	0	0	0

2021-2023\* Comparative Crime Statistics, WSU Tri-Cities, Non-Campus Buildings & Properties

<b>OFFENSE</b>	<b>2021</b>	<b>2022</b>	<b>2023</b>
<b>Murder/Non-negligent manslaughter</b>	0	0	0
<b>Manslaughter by Negligence</b>	0	0	0
<b>Rape</b>	0	0	0
<b>Fondling</b>	0	0	0
<b>Incest</b>	0	0	0
<b>Statutory Rape</b>	0	0	0
<b>Robbery</b>	0	0	0
<b>Assault (Aggravated)</b>	0	0	0
<b>Burglary</b>	0	0	0
<b>Motor Vehicle Theft</b>	0	0	0
<b>Arson</b>	0	0	0
<b>Stalking</b>	0	0	0
<b>Domestic Violence</b>	0	0	0
<b>Dating Violence</b>	0	0	0
<b>Arrests: Alcohol Law Violations</b>	0	0	0
<b>Arrests: Drug Abuse Violations</b>	0	0	0
<b>Arrests: Weapons Violations</b>	0	0	0
<b>Referrals: Alcohol Law Violations</b>	0	0	0
<b>Referrals: Drug Abuse Violations</b>	0	0	0
<b>Referrals: Weapons Violations</b>	0	0	0

2021-2023\* Comparative Crime Statistics, WSU Tri-Cities, Non-Campus Public Property Tri-Cities

<b>OFFENSE</b>	<b>2021</b>	<b>2022</b>	<b>2023</b>
<b>Murder/Non-negligent manslaughter</b>	0	0	0
<b>Manslaughter by Negligence</b>	0	0	0
<b>Rape</b>	0	0	0
<b>Fondling</b>	0	0	0
<b>Incest</b>	0	0	0
<b>Statutory Rape</b>	0	0	0
<b>Robbery</b>	0	0	0
<b>Assault (Aggravated)</b>	0	0	0
<b>Burglary</b>	0	0	0
<b>Motor Vehicle Theft</b>	0	0	0
<b>Arson</b>	0	0	0
<b>Stalking</b>	0	0	0
<b>Domestic Violence</b>	0	0	0
<b>Dating Violence</b>	0	0	0
<b>Arrests: Alcohol Law Violations</b>	0	0	0
<b>Arrests: Drug Abuse Violations</b>	0	0	0
<b>Arrests: Weapons Violations</b>	0	0	0
<b>Referrals: Alcohol Law Violations</b>	0	0	0
<b>Referrals: Drug Abuse Violations</b>	0	0	0
<b>Referrals: Weapons Violations</b>	0	0	0

2021-2023\* Comparative Crime Statistics, WSU Tri-Cities, Unfounded

OFFENSE	2021	2022	2023
<b>Murder/Non-negligent manslaughter</b>	0	0	0
<b>Manslaughter by Negligence</b>	0	0	0
<b>Rape</b>	0	0	0
<b>Fondling</b>	0	0	0
<b>Incest</b>	0	0	0
<b>Statutory Rape</b>	0	0	0
<b>Robbery</b>	0	0	0
<b>Assault (Aggravated)</b>	0	0	0
<b>Burglary</b>	0	0	0
<b>Motor Vehicle Theft</b>	0	1	0
<b>Arson</b>	0	0	0
<b>Stalking</b>	0	0	0
<b>Domestic Violence</b>	0	0	0
<b>Dating Violence</b>	0	0	0

*For 2021-2023, there were no reported Hate Crimes.*

*It should be noted that this report provides the definition of Domestic Violence as defined by Washington State law (RCW). However, for the purpose of reporting statistics, some relationships, falling under the Washington State definition of domestic violence, may be counted as dating violence, not domestic violence, pursuant to the definitions provided by the Clery Act. The Clery Act definition generally provides that an intimate, or romantic, relationship must exist to be considered dating violence, whereas, domestic violence requires that the individuals be cohabitating as current or former spouses, or have an intimate relationship, thus, the relationship must be more than just two people living together as roommates. The complete definition can be found in [The Handbook for Campus Safety and Security Reporting](#). (see Chapter 3, U.S. Department of Education, Office of Postsecondary Education, [The Handbook for Campus Safety and Security Reporting](#), 2016 Edition, Washington, D.C., 2016.)*

## Fire Statistics – Tri-Cities

2021-2023 Fire Statistics, Brelsford Vineyards					
WSU Tri-Cities					
Year	Number of Fires	Fire Cause	Number of persons who received fire related injuries resulting in treatment at a medical facility	Number of deaths related to a fire	Value of property damage caused by a fire
2021	0	N/A	0	0	0
2022	0	N/A	0	0	0
2023	0	N/A	0	0	0

## Campus Geography

### CRIME STATISTICS GEOGRAPHIC AREA

The locations for which Clery crimes are reported in the tables above includes the following areas:

1. Buildings and property that are part of the institution's campus;
2. The institution's non-campus buildings and property; and
3. Public property within or immediately adjacent to and accessible from the campus.

Campus is defined as:

1. Any building or property owned or controlled by an institution within the same reasonably contiguous geographic area and used by the institution in direct support of, or in a manner related to, the institution's educational purposes, including residence halls; and
2. Any building or property that is within or reasonably contiguous to the area identified in paragraph (i) of this definition, that is owned by the institution but controlled by another person, is frequently used by students, and supports institutional purposes (such as a food or other retail vendor).

Clery crimes are also reported when they occur at non-campus student housing facilities which includes university recognized fraternity and sorority residences.

Campus Map – Tri-Cities



WSU Tri-Cities Campus, 2710 Crimson Way





WSU Tri-Cities Nursing Facility, 1266 Lee Boulevard