

LEWIS & CLARK COLLEGE



ANNUAL SECURITY REPORT & FIRE SAFETY 2022

Campus Safety

Email: safety@lclark.edu

Website: www.lclark.edu

Tel: 503-768-7855

615 S Palatine Hill Rd, Portland, OR 97219

Table of Contents

Preamble	4
Mission Statement.....	5
College Relationship with Local Law Enforcement.....	5
Office of Campus Safety	5
Information on Registered Sex Offenders.....	6
Procedures for Reporting Incidents.....	6
Confidential Reporting Resources	6
Campus Security Authorities and Related Duties.....	6
“Timely Warnings” and Emergency Notifications	8
Timely Warnings (Clery Act)	8
Emergency Notifications	9
Residences and Access to Facilities	9
Weapons Policy	10
Alcohol and Drug Policy.....	10
Illegal Drugs	11
Alcohol and Other Drug Education Programs	12
Emergency Response and Evacuations	13
Evacuations.....	13
Crime Prevention and Safety Programs	14
Community Member Responsibilities	14
Missing Student Procedures.....	15
Procedures.....	15
Non-Discrimination Statement.....	16
Complaint Procedure (Faculty or Staff).....	16
Complaint Procedure (Students).....	16
ADA Statement.....	17
Sexual Misconduct Policy	17
Reporting Sexual Misconduct Incidents	18
Filing a Formal Complaint.....	18
Amnesty for Reporting	18
Medical Assistance:	19
Reporting to Law Enforcement	19
Title IX Coordinator Responsibilities	19

Supportive Measures.....	20
Confidential Assistance	20
Disciplinary Procedures	20
Anti-Retaliation.....	21
Other Resources and Contact Information	22
Crime Statistics Reporting	23
Clery Geography:	24
On-Campus:.....	24
On-Campus Student Housing/Residential:.....	24
Non-Campus:.....	24
Public Property:	24
Crime and Offense Statistics	25
Criminal Offenses	25
Hate Crimes	26
VAWA Offenses	26
Drug, Alcohol and Weapons Offenses.....	27
2021 ANNUAL FIRE REPORT	28
Fire Safety in Residence Halls.....	28
Procedures to follow in the event of a fire.....	29
Fire Safety Systems.....	30
Fire Statistics.....	30
Daily fire log.....	31
Appendix A – Crime and Incident Definitions	32
Crime Definitions from the Uniform Crime Reporting Handbook.....	32
Domestic Violence:.....	33
Hate Crimes	34

Preamble

In 1990, Congress enacted the *Crime Awareness and Campus Security Act of 1990* (Title II of Public Law 101-542), which amended the *Higher Education Act of 1965 (HEA)*. This act required all postsecondary institutions participating in HEA's Title IV student financial assistance programs to disclose campus crime statistics, safety and security information. The act was amended in 1992, 1998, 2000 and 2008. The 1998 amendments renamed the law the *Jeanne Clery Disclosure of Campus Security Policy and Campus Crimes Statistics Act* in memory of Jeanne Clery, a Lehigh University student who was fatally assaulted on campus in 1986.

Jeanne Clery
1966 - 1986



"Lest We Forget The Meaning of her Death, That We Must Protect One Another, So That Her Life Will Not Have Been In Vain."

On March 7, 2013, the *Violence Against Women Reauthorization Act of 2013 (VAWA)* (Public Law 113-14) was signed into law. VAWA includes amendments to the *Clery Act*. These changes require institutions to disclose statistics, policies and programs related to dating violence, domestic violence, sexual assault and stalking among other changes.

In 2020, the Act was amended to clarify how campuses deal with Title IX incidents. In addition, a bill was introduced in 2021 to address hazing on campuses and how such incidents are to be reported.

Lewis & Clark Campus Safety Office leads the effort and is responsible for the preparation and distribution of the Annual Security and Fire Safety Report. Campus Safety works closely with Residence Life, Office of Student Conduct, Facilities, Human Resources, Title IX and Compliance, and local law enforcement to ensure that all information is accurately included within the report. The campus crime, arrests and referral statistics listed in the Clery report are those reported to Campus Safety, campus officials or the departments listed above.

You may access this report via the campus website: www.lclark.edu/about/campus_safety/crime_awareness/. Paper copies may also be obtained at Campus Safety or by calling 503.768.7855.

Mission Statement

The mission of Lewis & Clark is to know the traditions of the liberal arts, to test their boundaries through ongoing exploration, and to hand on to successive generations the tools and discoveries of this quest. By these means, the institution pursues the aims of all liberal learning: to seek knowledge for its own sake and to prepare for civic leadership.

Lewis & Clark carries out this mission through undergraduate programs in the arts and sciences and postgraduate programs in the closely related professions of education, counseling, and law. Lewis & Clark mounts these programs as both separately valid and mutually supportive enterprises. In all its endeavors it seeks to be a community of scholars who are alive to inquiry, open to diversity, and disciplined to work in an interdependent world.

Core Themes

- We are a community of scholars vigorously engaged in learning, teaching, research, and creative inquiry.
- We are a community that integrates theory and practice within the overall educational experience.
- We are a community that commits itself to diversity and sustainability as dimensions of a just society.
- We are a community that cultivates leadership and engagement in a complex and interdependent world. Lewis & Clark College is concerned about the safety and welfare of all campus members and guests and commits itself to promoting a safe and secure environment. Because no campus can totally isolate itself from crime and other unforeseen incidents, Lewis & Clark has developed a series of policies and procedures designed to help protect the campus community.

College Relationship with Local Law Enforcement

Lewis & Clark College is located within the City of Portland, Oregon and is under the law enforcement jurisdiction of the Portland Police Bureau. The College maintains a positive relationship with the local police. Campus Safety personnel call upon the police for assistance when limited resources of the Office of Campus Safety are not adequate to meet the needs of the college in response to a major crime or incident on campus. The Portland Police Bureau will typically respond to the campus when a major crime has occurred and will assume a lead role for investigative purposes and assist the Office of Campus Safety in its investigation.

Under certain conditions, the Campus Safety Office submits criminal investigation reports to the Portland Police Bureau, whereby they automatically become part of its record-keeping system. All serial numbers of property stolen from campus are then reported through the Portland Police Bureau to the Law Enforcement Data System (LEDS) and the National Crime Information Center (NCIC).

Office of Campus Safety

The Office of Campus Safety reports to the Vice President of Student Life. Campus Safety works closely with all departments of the College to ensure that safety policy and procedures are uniformly executed and conveyed in a clear and consistent manner to all the College's students, faculty, and staff.

Campus Safety officers and dispatchers are responsible for providing a range of safety services including criminal investigations and reports, responding to medical emergencies, fire emergencies, traffic accidents, safety escorts, and enforcement of all university policies, including those pertaining to alcohol use, drug use, and weapons possession.



All Campus Safety officers hold an Unarmed Private Security Professional license through the Oregon Department of Public Safety Standards and Training (DPSST) pursuant to Oregon statute 133.225.

Campus Safety is located at the Gate 3 entrance of the Lewis & Clark undergraduate campus. Patrol officers are on duty 24 hours/day, 365 days/year. All criminal activity, suspicious activity, and other emergencies on campus should be reported by calling extension 7855 or 503-768-7777. Emergencies can also be reported to Portland Police Bureau by calling 9-1-1 or 503-823-3333

Information on Registered Sex Offenders

The federal Campus Sex Crimes Prevention Act was enacted on October 28, 2000. The law requires institutions of higher education to issue a statement advising the campus community where law enforcement agency information provided by a State concerning registered sex offenders may be obtained. That information is available through the Oregon State Police at "<http://egov.oregon.gov/OSP>". The Office of Campus Safety can provide assistance with accessing this information.

Procedures for Reporting Incidents

Lewis & Clark College strongly encourages immediate reports of crimes or observed unsafe conditions. All criminal activity, suspicious activity, threatening behaviors, and other emergencies on campus should be reported by calling extension 7855 or 503-768-7777. If there is no answer at the previous number, please call 971-323-7118 (alternate Campus Safety phone line). Emergencies can also be reported to Portland Police Bureau by calling 9-1-1 or 503-823-3333 Prompt reporting ensures a timely response, the consideration and issuance of a Timely Warning or an Emergency Notification required by the Clery Act and to ensure the timely resolution to the matter.

Confidential Reporting Resources

Confidential resources include mental health providers, certified rape crisis counselors and ordained clergy, all of whom have privileged confidentiality by law. The incidents received by these persons will be reported to Campus Safety for statistical purposes only, while the reporting party information will remain confidential unless one of the following conditions exist:

- The complainant gives permission to share such information.
- There is an imminent threat of harm to self or others.
- The conduct involves suspected abuse of a minor under the age of 18.
- As required by court order.

While the above persons are not required by law to report such crimes, we encourage counselors and professional exempt personnel to inform victims of crimes to also report such incidents to Campus Safety to help mitigate further potential incidents.

Campus Security Authorities and Related Duties

The Jeanne Clery Act directs campuses to identify and define the roles of Campus Security Authorities. Crimes that occur on campus may be reported to any Campus Security Authority (CSA), as defined by the *Clery Act*. A CSA is defined as:

1. A member of the campus security department of an institution.
2. Any individual or individuals who have responsibility for campus security, other than those members under paragraph (1) of this definition, such as an individual who is responsible for monitoring entrance into institutional property.

3. 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.
4. 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.

In addition to Campus Safety officers, the following CSAs for Lewis & Clark College have been designated as the preferred people to whom reports can be made.

- Director of Student Rights and Responsibilities
- Graduate Assistants of Student Rights and Responsibilities
 - Graduate Assistants of Campus Living
 - Area Directors for Campus Living
 - Director of Campus Living
 - Assistant Director of Campus Living
- Residence Assistants
- Director of Athletics
- Deputy Athletic Director
- Director of Campus Safety
- Title IX Coordinator
- Title IX Deputy Coordinators
- Health and Wellness Providers

The duties of a *Campus Security Authority* are to report to the official or office designated by the institution to collect crime report information, such as the Campus Safety Department, those allegations of Clery Act crimes the person receives. The CSAs are **not** responsible for investigating or reporting incidents that they overhear students talking about in a hallway conversation that a classmate or student mentions during an in-class discussion; that a victim mentions during a speech, workshop, or any other form of group presentation; or that the CSA otherwise learns about in an indirect manner.

Under the Clery Act, a crime is considered as "reported for statistical data purposes" when it is brought to the attention of a campus security authority, the institution's...campus safety office, or local law enforcement personnel by a victim, witness, other third party or even the offender. It does not matter whether the individuals involved in the crime or reporting the crime are associated with the institution.

If a campus security authority, who is not a confidential reporting designee, receives a report of a Clery Act related crime, they must immediately notify the Campus Safety Office. Such reports from confidential sources and those made directly to Campus Safety are used for statistical data collection and evaluation of the necessity of the issuance of an emergency notification or timely warning, which is required by federal law.

Statistic included within the Annual Security Report are based upon reports of alleged criminal incidents, unless factually determined otherwise. It is not necessary for a crime to have been investigated by the Campus Safety Office, Office of Student Conduct or Title IX Director for inclusion in the Annual Security Report.

“Timely Warnings” and Emergency Notifications

Lewis & Clark believes that communicating with members of its college community is essential to maintaining a safe, secure, and crime-free environment.

Timely Warnings (Clery Act)

Pursuant to provisions in the Clery Act, Lewis & Clark will issue a timely warning as soon as pertinent information is available and when a Clery Act reportable crime is reported to Campus Safety or a designated campus security authority that occurred in a Clery Act defined geographical area, a case-by-case analysis of pertinent facts is completed, and a determination is made that an on-going or continuing threat to the community exists. This is different than an emergency notification which pertains to imminent threat.

Clery Act crimes include Murder/Non-Negligent Manslaughter; Manslaughter by Negligence; Rape; Fondling; Incest; Statutory Rape; Robbery; Aggravated Assault; Burglary; Motor Vehicle Theft; Arson; Dating Violence; Domestic Violence; Stalking; Illegal Weapons Possession; Drug Law Violations; Liquor Law Violations and Hate Crimes.

The Director of Campus Safety (or designee) in concert with the Director of Communications (or designee) is responsible for decision to issue a timely warning if it is determined whether the incident, given the above conditions and analysis, meets the following criteria: (1) if the incident is a Clery Act reportable crime; (2) the incident occurred in a geographical reportable area; and (3), the incident poses a serious threat or ongoing threat to the community. The unavailability of the Director of Communications shall not unduly delay the issuance of a Timely Warning.

Lewis & Clark College will issue a timely warning to enable members of the campus community to protect themselves and aid in the prevention of similar crimes. Timely warnings will be issued as soon as the pertinent information is available unless issuing a warning will, in the professional judgment of responsible authorities, compromise efforts to assist a victim or to contain, respond to, or otherwise mitigate the situation.

If it is determined that a timely warning will be issued, the dissemination of the timely warning will be disseminated in manner that is likely to reach the entire community, including but not limited to one or more of the following methods:

- Text messages via the College’s RAVE Mobile Alert System
- Employee and student group email distribution
- Key public area ingress/egress points to campus or buildings

For clarification purposes and to avoid confusion between timing warnings and other safety related correspondence, a Clery Act timely warning will be titled Timely Warning Bulletin. This document will include the following:

- A statement that the timely warning is being issued in compliance with the Clery Act to provide preventive information and to aid members from becoming a victim of a crime.
- That a Clery Act reportable crime has occurred.
- The date, time, and location the crime occurred.
- The date of the Timely Warning Bulletin.
- A description of the suspect(s), and name(s) if known, whether the suspect is still at large and evading arrest.
- Preventive information related to the type of crime which occurred and that could help others from becoming a victim of a similar crime.

A timely warning will not include the name of the victim or any information that could identify the victim of crimes of sexual violence to include rape, dating violence, domestic violence, or stalking. A timely warning will be delayed only if its issuance would compromise the apprehension of the suspect or compromise law enforcement efforts to investigate the crime. Although personally identifiable information is generally protected from disclosure under The Family Educational Rights and Privacy Act (FERPA), such information may be released in an emergency (34 CFR 99.31(b) (6) and 99.36).

Emergency Notifications

The intent of the emergency notification system is to alert community members of situations involving imminent threats. This is usually done via text messaging via the Rave Mobile Alert system. An example of this would be an active shooter situation whereby such information and clear direction are of the utmost importance and concern. Community members are encouraged to ensure that their contact information is updated and current.

In addition, in the event of any immediate, significant danger to the health or safety of the College community (e.g., weather, disease outbreak, etc.), the College may issue an emergency notification. In such instances, these notifications may include the entire campus or be limited to areas deemed to be at risk.

Lewis & Clark College contracts with RAVE Alert to provide emergency notification to all community members in the event of a natural or human-caused emergency. As soon as the Campus Safety Office receives a credible report of a significant emergency or dangerous situation involving an immediate threat to the health or safety of community members, staff will initiate the RAVE Alert emergency notification system's use, and scripted messages, including, when necessary, directions to evacuate, are then delivered via text message, cell phone, office phone, home phone, college email, other email, or any combination of the above.

The Director of Campus Safety (or designee) is authorized to initiate the use of the RAVE Alert emergency notification system. Students can sign up at: <https://webadvisor.lclark.edu/>. Employees can sign up at: <https://wd5.myworkday.com/lewisandclark/>

Residences and Access to Facilities

To ensure the privacy and enhance security of residential students during evening hours, access to the College's residential sector is restricted to Lewis & Clark students (both residential and non-residential), approved guests/visitors of residential students and other members of the Lewis & Clark campus community. Campus Safety officers will advise uninvited residence hall visitors of this safety and privacy concern and direct those involved to other campus areas or, if necessary, will direct such individuals to leave the campus property.

Residence halls are locked 24 hours a day, seven days a week. Students gain entry to the residence halls by a card access system that closely monitors access of all people in these areas. All residence halls are equipped with alarms that sound when exterior doors are left open for more than 30 seconds. The Office of Campus Safety monitors these alarms. Campus Safety issues access cards. Problems or questions should be directed to the office at extension 7855.

During business hours, access to other College buildings is generally not restricted. During non-business hours, access may be limited due to a formal lock/unlock schedule established by the administration and facilitated by the Campus Safety Office and the Office of Information Technology in cooperation with other campus departments. During holiday breaks, access is extremely limited and only available by calling the Campus Safety Office at extension 7855.

The Office of Facilities Services maintains the College's buildings and grounds with an utmost concern for safety and security. Staff inspect campus facilities regularly, promptly make repairs affecting safety and security, and respond to reports of potential safety and security hazards such as electrical issues, broken windows and locks.

The Campus Safety Office assists Facilities Services personnel by reporting potential safety and security hazards. You may also call Facilities Services at extension 7845 to report any maintenance, safety or security hazard.

Weapons Policy

The presence of weapons on campus poses a risk to the health and safety of all members and guests of the Lewis & Clark community. Therefore, the possession of weapons is prohibited on the College campus.

For the purposes of this policy a weapon is defined as any instrument, article, or substance which is specifically designed for and presently capable of causing death, incapacitation, or serious physical injury. This includes but is not limited to firearms, firearms ammunition, explosive devices (both incendiary and chemical), BB guns, crossbows, bows and arrows, spring type guns, knives having a blade that swings into position by force of a spring or centrifugal force (commonly known as switchblades) and knives (other than pocket knives) with blades longer than three and one half inches, metal knuckles, straight razors, blackjacks, saps, sap gloves, bludgeons, martial arts stars, and weapons of the type commonly known as nunchakus, firecrackers, fireworks, and cherry bombs. Anyone possessing any of these or other illegal weapons will be subject to disciplinary action.

Anyone who observes someone on the Lewis & Clark campus violating this policy should immediately report the incident to the Campus Safety Office by dialing 7777. Campus Safety Officers have the right to secure weapons from persons in violation of this policy. These weapons will be secured in the Campus Safety Office until the person is prepared to remove them from campus.

Persons who possess a concealed weapons permit are **NOT** allowed to carry weapons on the private property of Lewis & Clark's campus. Possessing a weapon for the purpose of sport, hunting, personal protection, or any benign reason will not exempt a person from this policy.

Due to the perception of threat and subsequent disruption that can be caused by their presence, prop or replica firearms may not be brought to campus unless intended to be used in connection with a scheduled, permitted event. Persons seeking to bring prop or replica firearms to campus in such circumstances must notify Campus Safety well in advance, so that they may be inspected by Campus Safety staff and confirmed as not operational prior to the time they are transported to any other campus location. Campus Safety will monitor the transport of any such prop or replica firearms to and from the events for which they are to be used.

Exemptions: This policy does not apply to any Peace Officer whose duty it is to process or make arrests. Potentially explosive or flammable materials used for instructional, construction, or maintenance purposes and authorized by the College are exempted from this policy. Prop or replica firearms used appropriately by the Theatre Department and starter pistols used by Athletics staff or their designees, are not intended to be regulated by this policy and may be used by the Theatre Department and Athletics without being inspected by Campus Safety.

Alcohol and Drug Policy

Lewis & Clark seeks to encourage and sustain an academic environment that both respects individual freedom and promotes the health, safety, and welfare of all members of the community. In keeping with these objectives, the College has established a policy and guidelines governing the distribution and consumption of alcoholic beverages on the College campus, consistent with laws of the state of Oregon.

Underage possession and/or consumption of alcoholic beverages is not permitted on property owned or controlled by the College. Therefore, consistent with state and federal laws including the Drug-Free Schools and Campuses Act, the College adopts the following policy designed to prevent the illicit use of drugs and the abuse of alcohol and provide opportunities for education and assistance to members of the College community.

The College prohibits the unlawful use, abuse, sale, purchase, transfer, possession, manufacture, distribution, or dispensing of drugs or alcohol by students and employees on college property or as part of any College activity. In accordance with Oregon law, the service of alcohol to or consumption by any person who is under the age of 21 is prohibited. Intentionally or knowingly selling, or intentionally or knowingly “furnishing” alcoholic beverages to persons under the age of 21, or to persons obviously inebriated, is not permitted on property owned or controlled by the College.

Alcohol may not be consumed in the course of any class, laboratory, or other activity at which attendance is required as part of a student’s course or degree requirements, except when that course is specific to the restaurant, beer, wine or other related industries and alcohol tastings occur off campus or, if alcohol is consumed on campus it must be served by an OLCC certified server under the supervision of the professor and the plan for serving alcohol in the class must be approved in advance in writing by the Dean. Activities that are customary within these industries as a matter of professional training and operations do not violate this paragraph so long as such tastings are conducted in accordance with all applicable laws and regulations and other College policies. Alcohol can be served at public events only to those over the age of 21 and only if in conformity with those requirements of the Oregon Liquor Control Commission and the College regarding the serving of alcohol.

Any individual known to be in violation of the College alcohol policy is subject to disciplinary action and possible arrest (citation in lieu) or fine according to state or federal law. Further, the College expects that all employees will carry out their duties free from the influence of alcohol or other drugs.

All members of the Lewis & Clark community and the sponsors of any on-campus or College-sponsored activity or social event where alcoholic beverages are served must abide by all applicable laws. Sponsors must obtain and follow applicable procedures. Non-compliance with this policy may result in penalties up to and including expulsion from the College and termination of employment. The nature and severity of the violation will determine the progression of corrective action. If the situation warrants, expulsion or termination of employment may occur on a first offense. As required by federal law, the College reserves the right to refer students or employees for prosecution depending on the severity of the violation.

In addition to any disciplinary action that may be taken against individuals, any College-sponsored or College-supported groups that condone or encourage violations of this policy may be subject to discipline and possibly to dissolution.

The College also reserves the right to remove all persons from the College facilities or otherwise separate those persons from the institution whenever there may be a threat to the safety, health, or well-being of the College or a member of the college community, whether alcohol, drug-related or otherwise.

Illegal Drugs

The Drug-Free Workplace Act of 1988 requires that any employee of the College community who has been convicted of a violation of the statute involving illegal drugs shall notify the Director of Human Resources within five days of the criminal conviction if the conduct giving rise to the conviction occurred on campus or while the member was engaged in activities sponsored by or connected to the College. The College should then make any reports to government agencies that may be required by law.

The CAS Student Code of Conduct includes a policy prohibiting the use or distribution of illegal drugs which should be read in conjunction with this policy.

Lewis & Clark does not condone possession, use, or distribution of any illegal drugs by anyone in any campus facility. Any individual known to be possessing, using, or distributing such drugs is subject to disciplinary action

and possible arrest, imprisonment, or fine according to state or federal law. The possession of marijuana, while legal in the state of Oregon under some circumstances for persons over the age of 21, is not allowed on campus.

Alcohol and Other Drug Education Programs

The College has established a drug and alcohol awareness program to inform members of the College community about: the dangers of alcohol or drug abuse; the College policy on drugs and alcohol use; available alcohol and drug counseling, rehabilitation, and employee assistance programs; and the penalties that may be imposed for violations of this policy. The College encourages students and employees who might use illegal drugs or who abuse alcohol to seek appropriate assistance.

The College has an employee assistance program through Canopy Wellness for confidential counseling and referrals for issues including drug and alcohol abuse. More information can be found at:

https://www.lclark.edu/offices/human_resources/employee_resources/benefits/employee_assistance_program/

Each fall, incoming undergraduate students are required to complete an online alcohol and other drug education program prior to beginning classes. As a part of the course, students are required to review and acknowledge that they have read the campus Alcohol and Drug Policies. The course curriculum is researched-based and designed to be interactive and non-judgmental to fully engage students. During new student orientation, Campus Living staff conducts sessions to explain and discuss the Student Code of Conduct and responsible behavior in general. Use of alcohol and other drugs and related preventive strategies are major topics during these sessions. Staff members continue group and individual discussions about alcohol and other drugs throughout the academic year as an ongoing preventive strategic.

The College draws upon the National Institute on Alcohol Abuse and Alcoholism's (NIAAA) recommendations for addressing college drinking to drive its strategies in alcohol and other drug use education and prevention. Programs and interventions that combine cognitive-behavioral skills with norms clarification and motivational enhancement have been shown to be effective with the college-aged population. The College employs these evidence-based strategies for education and prevention of excessive use of alcohol and other drugs. The use of college-specific health behavior data collected through the American College Health Association-National College Health Assessment II (ACHA-NCHA II) is used for norms clarification and dispelling common myths regarding alcohol and other drug use by college students. This has been effective in challenging behavior and perceptions.

Outcomes for students who are in violation of the Student Code of Conduct regarding alcohol and other drug use are designed to be educative. These outcomes, based on the above recommendations include individual and group sessions based on Alcohol Skills Training Program (ASTP) and Brief Alcohol Screening and Intervention for College Students (BASICS). Referrals to off-campus licensed addiction specialists are made when appropriate. Other outcomes for violations of the Student Code of Conduct include student-generated alcohol education programs, topic-specific readings, and other brief motivational enhancement sessions. Similar educational outcomes are used with students found responsible for other drug violations.

These efforts, along with consistent enforcement, communication, and policy review, provide a comprehensive approach to alcohol and other drug use prevention and education. Alcohol and other drug policies and programs are reviewed every two years. Updates to policy and programming are made based on these reviews. The Office of Health Promotion and Wellness coordinates institutional programmatic interventions relating to alcohol and other drug use issues.

Emergency Response and Evacuations

The Campus Safety Office and Emergency Management work collaboratively to address natural and other emergencies on campus.

If determining that such an emergency or dangerous situation exists, Campus Safety personnel, Emergency Management Steering Committee, emergency personnel, and other deemed sources will be consulted as necessary. After ascertaining who needs to be notified, the Director of Campus Safety (or designee) will, without delay and considering the safety of the community, determine the content of the notification and initiate emergency notification, unless the notification will, in the professional judgment of the responsible authorities, compromise efforts to assist victims or to contain, respond to, or otherwise mitigate the emergency.

Due to the recently heightened understanding of the potential for devastating seismic events in the region, the College participated in the 2021 Great Oregon Shakeout. The Oregon Shakeout, which is part of a nationwide initiative to increase citizen resilience to seismic events, was performed by students, faculty, and staff on October 21st. Community members were instructed to follow established protocol for survival during an earthquake (drop, cover, hold) for 60 seconds following a broadcast on the Emergency Notification System (ENS), then discuss evacuation plans.

The objectives of the exercise were to:

- Raise campus earthquake resilience by implementing best practices for preparedness, event survival, and subsequent survival activities
- Test the ENS for effectiveness and timeliness across all delivery modes (email, text, phone)
- Inform the community of local, state, and national preparedness, response, and recovery challenges

All students and employees are enrolled in the Rave Alert system to receive timely emergency notifications. You can verify your information at: <https://webadvisor.lclark.edu/> for students or <https://wd5.myworkday.com/lewisandclark/> for employees.

Evacuations

In the event of a significant emergency or imminent threat to the safety of the College community, local law enforcement will be the first to respond and confirm the threat or emergency. Once confirmed, the Director of Campus Safety or designee will be notified of the incident and contact the college executive team.

Building Evacuation - Building Evacuations will occur if a fire alarm is sounding or is deemed necessary. All individuals in the building are to immediately vacate the premises according to the Evacuation Plans posted throughout the building or by using the closest exit. No one is to enter the building until clearance is issued by law enforcement, fire department, other designated authorized personnel, and not before the alarm is silenced.

During the beginning of every semester, all residents are required to attend hall meetings and participate in evacuation drills. The purpose of these drills is to prepare residents for an emergency and provide them with the skills to react in a controlled and confident manner. During the drills, a variety of issues are presented to encourage residents to use the various exit plans available to them.

Campus Evacuation - Authorization of a Campus wide evacuation will be issued by the Emergency Response Team or the President's Office or designee. Details of the evacuation and safe return will be provided through the various notification systems available to Lewis & Clark.

Crime Prevention and Safety Programs

The Office of Campus Safety works closely with the Office of Campus Living to provide up-to-date and meaningful presentations to the residential community about crime, and crime prevention strategies, on the Lewis & Clark campus. Every year, Campus Safety officers make presentations in residence halls on a variety of topics including, but not limited to the following topics:

- Crime Prevention
- Personal Safety
- Fire Safety
- Residence Hall Safety and Security

The Director of Campus Safety routinely analyzes crime on campus and, according to the results of that analysis, modifies patrols and safety presentations accordingly.

New employees, as part of their orientation, receive information from Campus Safety Office about Campus Safety services on various crime prevention program and theft reduction strategies. New employees also receive information about the College's Welfare Intervention Network, a multidisciplinary team of staff and faculty who share information and plan appropriate outreach efforts to support students, faculty, and staff who may be a risk to themselves or others.

Officers will answer requests for escorts to ensure the safety of anyone walking alone at night on campus. Dial extension 7855, and an officer will meet you anywhere on campus.

The grounds crew of Facilities Services regularly monitors and responds to problems in landscaped areas of campus that may cause a safety hazard.

The College has installed over thirty security cameras at various campus locations to assist crime prevention efforts and provide valuable historical data for any crime investigation process.

The College has also installed twenty-five well-placed blue light emergency telephones on campus that automatically dial in to the Office of Campus Safety. Campus Safety officers test these telephones regularly, and necessary repairs are made whenever problems are noted. Information about the location of blue light emergency telephones is available on the Campus Safety website.

Twenty-five automated external defibrillators (AEDs) are placed across the College at all three campuses and in each of the Campus Safety vehicles. Campus Safety officers are trained in using AEDs should a medical emergency require it. Information about the location of all AEDs is available on the Campus Safety website.

Community Member Responsibilities

The cooperation and involvement of all community members in a campus safety program is essential. Persons must assume responsibility for their own personal safety, the safety of others, and the security of personal property by taking simple precautions. For example, although the campus is well lit, persons of any gender may feel more comfortable by using the Campus Safety escort program or buddy system when crossing campus late at night. Exterior residence hall and other building doors should never be left propped open, and community members should not allow entry to secure areas by persons unknown to them.

Residence hall room doors should be locked at night and whenever rooms are unoccupied. Valuable items such as smartphones, cameras, laptop computers, touchpads, and backpacks should never be left unattended. Serial numbers of such items should be recorded, and the items themselves may be marked with engraving instruments provided by the Campus Safety Office at no charge. Sturdy locking mechanisms, such as a hardened steel chain

with a strong padlock or a kryptonite U-Lock should be used to secure bicycles. Persons having cars on campus should keep them locked while unoccupied and valuables are not stored inside vehicles.

Persons should promptly report any suspicious incidents or observations on the campus to the Office of Campus Safety at extension 7777.

Missing Student Procedures

Any student, employee, or other community member who has reason to believe or have been informed that a Lewis & Clark undergraduate student is missing should report that information to the Campus Safety Office.

Colleague, a college database, maintains emergency contact information for each undergraduate student. All undergraduate students are required to take the opportunity to identify a preferred contact person or persons who the College can notify if, at the time the student is determined missing, if said student is registered for classes. As with all emergency contact information, it will remain confidential, be accessible only to authorized campus officials, and will not be disclosed, except to law enforcement personnel in furtherance of a missing person investigation.

In the case of a reported missing student who resides on campus, Lewis & Clark will coordinate on campus efforts to locate the student. Campus Safety has the initial responsibility to make the determination whether the student is missing. If a resident student is determined to be missing, the Portland Police Bureau shall be notified immediately. In the case of a reported missing student who resides off campus, Campus Safety will assist local law enforcement to locate the student. The law enforcement department having jurisdiction has the responsibility to make the determination whether the student is missing. Once an undergraduate student has been determined missing, Lewis & Clark will, within 24 hours, notify that student's designated contact person or persons.

For all undergraduate or resident students who are under the age of 18 and not emancipated, a custodial parent or guardian will be notified within 24 hours of the determination that the student is missing, in addition to any additional contact person or persons designated by the student. For students under the age of 18, a call will be made to the custodial parents, regardless of who is designated by the student as the emergency contact within 24 hours.

Procedures

Campus Safety or the college official receiving the report will collect and document the following information at the time of the report:

- The name and relationship of the person making the report.
- The date, time, and location the missing student was last seen.
- The general routine or habits of the suspected missing student (e.g., visiting friends who live off campus, working a job away from campus) including any recent changes in behavior or demeanor.
- The missing student's mobile phone number (if known by the reporter).
- Whether the local police department has been notified.

The College may use any of the following sources to assist in locating the student:

- Go to the student's residence hall room.
- Talk to the student's RA, roommates, and suite mates to see if anyone can confirm the missing student's whereabouts and/or confirm the date, time, and location the student was last seen.
- Secure a current student ID or other photo of the student from a friend.
- Call and text the student's cell phone and call any other numbers on record.
- Send the student an email.

- Check all possible locations mentioned by the parties above including, but not limited to library, residence hall lounges, classroom, and recreational facilities, etc.
- Contact or call any other on-campus or off-campus friends or contacts. This could include checking a student’s social networking sites such as Facebook and Twitter.
- Check with off campus resources such as the hospital or jail.
- Ascertain the student’s car make, model and license plate number.

Non-Discrimination Statement

Lewis & Clark does not discriminate with respect to educational programs, activities, employment, and admission.

Lewis & Clark does not discriminate on the basis of actual or perceived race, color, ethnicity, sex, religion, age, marital status, national origin, the presence of any physical or sensory disability, veteran status, sexual orientation, gender identity, gender expression, or any other basis prohibited by applicable federal, state, and local law. Lewis & Clark also has a firm commitment to promote the letter and spirit of all equal opportunity and civil rights laws, including Title IX of the Education Amendments of 1972, Section 504 of the Rehabilitation Act of 1973, Title VII of the Civil Rights Act of 1964, the Age Discrimination Act of 1975, and the Americans With Disabilities Act of 1990, as well as their implementing regulations.



If you have encountered or observed any form of discrimination, harassment, or hate or bias-motivated conduct and would like to report the incident please refer to the procedure below. If you are unsure about where to turn or whether there is a process to address it, there are resources available to help you. To access the Bias Assessment and Response Team (BART) section of the Diversity page, please click here: <https://www.lclark.edu/about/diversity/> and follow the link to Resources. If this is an emergency, please contact Campus Safety immediately at 503-768-7777.

Complaints regarding sexual harassment should be made under the procedures described in the College’s [Sexual Misconduct Resources and Support Policy](#).

Complaint Procedure (Faculty or Staff)

Complaints regarding discrimination, harassment, hate- or bias-motivated incidents by an employee may be made in several ways:

- Complete this form.** The form will be delivered to the chair of the BART who will make sure the complaint is received by the necessary offices; or
- File a complaint directly with Human Resources. Call extension 6239 to make an appointment.
- If it is an emergency, contact Campus Safety at Extension: 7777

Complaint Procedure (Students)

Complaints regarding discrimination, harassment, hate or bias-motivated incidents by students may be made in several ways:

- Complete this form.** The form will be delivered to the chair of the Bias Incident Assessment and Response Team who will make sure the complaint is received by the necessary offices; or
- Contact one of the following offices:
 - College of Arts and Sciences: Dean of Student’s Office: Extension 7145; or the Office of Student Rights and Responsibilities: Extension 8181
 - Graduate School of Education and Counseling: Associate Dean: Extension 6003
 - Law School: Associate Dean: Extension 6610
- If it is an emergency, contact Campus Safety at Extension: 7777

Prompt reporting of a complaint is strongly encouraged, as it allows for rapid response to and resolution of objectionable behavior.

Questions regarding Title IX may be directed to Lewis & Clark's Title IX coordinator or a deputy Title IX coordinator. Contact information can be found at go.lclark.edu/about/title_ix. Questions regarding Section 504 of the Rehabilitation Act, the Americans With Disabilities Act, or Title VII may be directed to Lewis & Clark's associate vice president of human resources.

Complaints regarding bias or harassment in the Lewis & Clark community may be made by visiting go.lclark.edu/bart.

Concerns regarding Title IX or other civil rights issues may also be directed to:

Office for Civil Rights
U.S. Department of Education
Seattle Office
915 Second Avenue, Room 3310
Seattle, Washington 98174-1099
Phone: 206-607-1600
Fax: 206-607-1601
TDD: 800-877-8339
OCR.Seattle@ed.gov

ADA Statement

Lewis & Clark is committed to serving the needs of our students with disabilities and learning differences. Professional staff in the Office of Student Accessibility are available to ensure students receive all the benefits of a comprehensive selection of services as outlined under the Americans With Disabilities Act (1990) and Section 504 of the National Rehabilitation Act of 1973. A formal student disability grievance procedure provides prompt and equitable resolution of any complaints related to ADA or Section 504. Please route undergraduate and graduate student requests for accommodations to the Office of Student Accessibility at 503-768-7192.

Sexual Misconduct Policy

The College prohibits all forms of sexual or gender-based harassment, discrimination or violence. Prohibited conduct includes sexual harassment, sexual assault, intimate partner violence, and stalking. **The full Sexual Misconduct Policy is located online at:**

<https://www.lclark.edu/live/profiles/3680-sexual-misconduct-resources-and-support-policy>

The Sexual Misconduct Policy includes the following components:

- Institutional Values and Community Expectations
- Resources
- Prohibited Conduct
- Interim Measures and Supportive Measures
- Formal Complaint, Formal Resolution, and Appeal
- Principles of Investigation and Adjudication
- Investigation Process
- Title IX conduct and scope
- Live Hearing
- Sanctions
- Training Required

- Record Retention

The Sexual Misconduct Policy applies to all Lewis & Clark community members, including students, faculty, administrators, staff, volunteers, vendors, independent contractors, visitors, and any individuals regularly or temporarily employed, studying, living, visiting, conducting business or having any official capacity with the College or on college property. This policy always applies to the conduct of all Lewis & Clark community members, regardless of location. Some specific procedures, however, apply only in more limited circumstances. The means for support and intervention by the College depend on the relationship of the person to the College.

A Reporting Party is encouraged to report misconduct regardless of where the incident occurred, or who committed it. Even if the College does not have jurisdiction over the Respondent, the College will still take prompt action to attempt to provide for the safety and well-being of the Reporting Party and the broader campus community.

Reporting Sexual Misconduct Incidents

If you or someone you know were affected by prohibited conduct, you have the option of reporting to the Title IX Coordinator or Deputy Title IX Coordinator. The Title IX Coordinator is responsible for the College's response to prohibited conduct. **Reporting does not automatically initiate an investigation.**

Reporting to the Title IX Coordinator or Deputy Title IX Coordinator does not initiate a report to law enforcement. This policy provides amnesty from discipline for alcohol and drug use to encourage reporting.

If you are an **employee of the College**, you are **required** to report all information to the Title IX Coordinator or Deputy Title IX Coordinator whether by phone, email, online reporting form. You can find [guidance on our resource website](#) on how to handle receiving information about prohibited conduct. *The only employees not required to report* are the confidential resources listed above. If you are unsure about your responsibility ("responsible employee" obligation), please contact the Title IX Coordinator.

When a report involves suspected abuse of a minor under the age of 18, all college employees are required by state law to notify child protective services and/or local law enforcement, unless the employee is a psychiatrist, psychologist, member of the clergy, attorney or guardian ad litem and the report is privileged under ORS 40.225 to 40.295 or 419B.234(6). When used in this policy, "Reporting Party" refers to an individual identified as the party affected or harmed by the alleged conduct reported under this policy. "Respondent" refers to an individual accused of alleged conduct under this policy.

Filing a Formal Complaint

Reporting to the Title IX Coordinator or Deputy Title IX Coordinator, *does not automatically initiate a formal complaint*. After reporting information to the Title IX Coordinator or Deputy Title IX Coordinator, a person affected by prohibited conduct (the "Reporting Party") may choose to file a formal complaint. A formal complaint is a request for formal investigation by the College. The formal complaint and formal resolution procedures are found at: <https://www.lclark.edu/live/profiles/13285-sexual-misconduct-policy-section-v-formal>.

Amnesty for Reporting

The College community encourages the reporting of conduct prohibited under the Sexual Misconduct Policy. It is in the best interest of this community that as many Reporting Parties as possible choose to report to college officials, and that witnesses come forward to share what they know. To encourage reporting, an individual who reports sexual harassment or other forms of prohibited conduct, either as a Reporting Party or a third-party, will not be subject to disciplinary action by the College for their own personal consumption of alcohol or drugs at or near the time of the incident, provided that any such violations did not and do not place the health or safety of

any other person at risk. The College may, however, initiate an educational discussion or pursue other educational remedies regarding alcohol or other drugs.

Medical Assistance:

On campus, Student Health Services can provide medical care including medical examinations, STI testing, pregnancy screening, birth control counseling and supplies (including emergency contraception), and referral to off-campus medical providers and specialists. The Student Health Service is not, however, equipped for forensic examinations. Local health care facilities that offer Sexual Assault Forensic Exams (SAFE) are listed on the Resources page: https://college.lclark.edu/student_life/student_support_resources/

A medical exam has two goals: first, to diagnose and treat the full extent of any injury or physical effect (including prevention of sexually transmitted illnesses and pregnancy) and second, to properly collect and preserve evidence. There is a limited window of time (within 84 hours) following an incident of sexual assault to preserve physical and other forms of evidence. Taking the step to gather evidence immediately does not commit you to any particular course of action. The decision to seek timely medical attention and gather any evidence, however, will preserve the full range of options to seek resolution under this policy or through the pursuit of criminal prosecution.

Note: While medical information is protected under HIPPA (Health Insurance Portability and Privacy Act), medical professionals or physicians are not, by law, a confidential reporting source under Clery Law.

Reporting to Law Enforcement

In sexual assault cases, a person may report a crime to law enforcement with or without reporting to the Title IX Coordinator or Deputy Title IX Coordinator. A Confidential Advocate can accompany you to make a report to law enforcement. Reporting options are not mutually exclusive. Both College and criminal proceedings may be pursued simultaneously.

To report to law enforcement, you can start by contacting Campus Safety, or by directly contacting the law enforcement agency where the crime occurred:

- Campus Safety: x7777
- Portland Police Bureau and other local law enforcement: 9-1-1

Title IX Coordinator Responsibilities

When a report is made, the Title IX Coordinator will ensure the affected person (the “Reporting Party”) is contacted to learn about their options. Options include connecting with confidential resources, asking for supportive measures, discussing an investigation option, and discussing alternatives to formal investigation. The Reporting Party is not required to pursue their options. The wishes and autonomy of the Reporting Party will be respected to the extent allowed by law and policy; only under rare circumstances – based on community safety – will the College take any action without the full cooperation of the Reporting Party.

Alternatives to a formal complaint and formal investigation may include non-disciplinary resolution options. Any non-disciplinary resolution option must be voluntary. Any non-disciplinary resolution options must also involve a confidential process by a trained facilitator.

Supportive Measures

The College will take actions that support a student and allow them to access their education. Supportive measures include confidential assistance, academic accommodations, and housing accommodations. Supportive measures are available with or without an investigation. A person can request supportive measures by contacting the Title IX Coordinator or a Deputy Title IX Coordinator. They will arrange a private meeting to discuss the request and how it is connected to the prohibited conduct covered by this policy. A person can also refer to the list of available supportive measures at https://college.lclark.edu/student_life/student_support_resources/.

Requesting supportive measures does not require disclosing all the details of what happened. Some limited interim protective measures may be available prior to the resolution of a formal complaint, such as a No Contact order between the Reporting Party and Respondent.

Confidential Assistance

Confidential resources are available with or without a report to the College, and with or without an investigation. These resources do not report confidential information to the Title IX Coordinator.

- Confidential Advocates
- Ombuds Office
- Counseling Service
- Employee Assistance Program
- Office of Spiritual Life

Disciplinary Procedures

The Director of Student Rights and Responsibilities coordinates the oversight and implementation of procedures associated with response to student conduct issues, which include the following:

1. Determination of policy violations to be filed;
2. Interview and advisory of parties involved in disciplinary proceedings;
3. Training and advisory of conduct boards;
4. Review of the decisions of conduct boards;
5. Maintenance of all student disciplinary records;
6. Development of procedures for conflict resolution, including mediation;
7. Collection and dissemination of research and analysis concerning student conduct;
8. Submission of timely statistical reports to the Office of Campus Safety and Dean of Students for dissemination, including the number of incidents referred to the office, the number of incidents resulting in disciplinary action, and the range of outcomes imposed.

Policy violations may be pursued in either an informal resolution, conduct hearing, or other proceedings as outlined in the Code of Conduct.

Informal resolutions include a series of resolution options that may substitute for a formal conduct proceeding the case of low-level, non-academic policy violations. These options are intended to be voluntary, education-centered, and balance individual student needs with accountability. For an informal resolution to take place, a formal report about alleged behavior must be submitted the Office of Student Rights and Responsibilities. This can be submitted through a reporting form, by email or in person to a Student Rights and Responsibilities staff member. Everyone participating in an informal resolution must consent to it taking place, including the respondent(s), complainant(s), and the College. If an informal Resolution can resolve the situation, the resolution and any additional outcomes must be documented by the College as an educational record.

Formal conduct hearings are conducted by administrators of the Division of Student Life. Authority is granted to these staff by the Dean of Students to adjudicate and determine whether the involved student, more likely than not, violated the policy, and to determine appropriate outcomes as necessary. These hearings are held privately but may be held with all involved students or individually. Most formal conduct hearings are completed with an individual administrator, but some conduct is heard by a designated hearing board. These include the College Honor Board for cases involving violations of academic integrity and the Sexual Misconduct Board for cases that violate the College's Sexual Misconduct Policy.

Outcomes

A conduct outcome is an educational tool designed to send a clear message regarding violations of College Policy. They are deemed appropriate for students found responsible under the premise they were more likely than not to have violated the policies. Outcomes related to the nature and context of the policy violation as well the developmental needs of the student found responsible. Stronger outcomes may be imposed for aggravated or repeated misconduct.

Outcomes of suspension or dismissal require the approval of the Dean of Students or designee. The following outcomes and others not listed here, as deemed educationally appropriate, may be imposed when any student is found responsible for a violation of College Policy:

1. Discretionary Outcomes
2. Formal Warning
3. Parental Notification
4. Disciplinary Probation
5. Terminal Probation
6. Disciplinary Suspension
7. Disciplinary Dismissal

Anti-Retaliation

Retaliation should be reported promptly to the Title IX Coordinator, and a finding of responsibility for retaliation may result in disciplinary action independent of any sanction or interim measures imposed in response to the underlying allegations of sexual or gender-based misconduct. Retaliation includes any action or threat of action designed to dissuade a person from reporting misconduct or participating truthfully in an investigation

Other Resources and Contact Information

On Campus Resources	
Resident Advisor (RA) On Call, 7 p.m.–7 a.m., Monday–Friday	503-768-8999
Campus Living	503-768-7123
Campus Safety (nonemergency)	503-768-7855 safety@lclark.edu
Campus Safety (EMERGENCY)	503-768-7777
Facilities Services	503-768-7845
Student Rights and Responsibilities	srr@lclark.edu
EMOTIONAL AND PHYSICAL HEALTH	
Confidential Advocates	go.lclark.edu/ca
Counseling Services On Call	503-768-7160 503265-7804 counsel@lclark.edu
Health Promotion and Wellness	503-768-8225
Health Service	503-768-7165
Spiritual Life and Religious Support	503-768-7082
Off Campus Resources, all available 24/7	
EMERGENCY	911
Portland Police Nonemergency	503-823-3333
211 info (a wide variety of local resources)	211
Call to Safety (domestic violence hotline)	888-235-5333
Crisis Counseling (call when L&C Counseling Service is closed)	503-265-7804
Crisis Text Line	Text HOME to 741741
Nurse Consultation Service (call when L&C Health Service is closed)	877-617-9531
Poison Control	800-222-1222
Suicide and Crisis Lifeline	988
Sexual Assault Resource Center	503-604-5311 Sarcoregon.org

Crime Statistics Reporting

Current regulations require the College to report occurrences (for the three previous calendar years) of all Clery crimes, including criminal homicide, murder, non-negligent manslaughter, manslaughter by negligence, rape, fondling, incest, statutory rape, robbery, aggravated assault, burglary, motor vehicle theft and arson. Additionally, the College must report “hate crimes” – any of the aforementioned offenses motivated by the following categories of bias: race, gender, gender identity, religion, sexual orientation, ethnicity, national origin or disability, as well as other offenses motivated by the same categories of bias, including larceny-theft, simple assault, intimidation, and destruction, damage or vandalism of property.

The College is also required to report all Violence Against Women Act (VAWA) offenses, including occurrences of domestic violence, dating violence and stalking. Lastly, the College must disclose arrests and referrals for disciplinary action for weapons violations, drug abuse violations and liquor law violations.

The Director of Campus Safety, or designee, gathers and compiles the crime statistics for this annual report. In addition to the crimes reported to Campus Safety that are included in this report, the Director of Campus Safety canvasses other “Campus Security Authorities” for additional criminal activity that may not have been reported to the Office of Campus Safety.

Crime statistics in this report from off-campus venues and adjacent streets were compiled in collaboration with the Portland Police Bureau. There are no off-campus student organizations affiliated with Lewis & Clark College such as fraternities or sororities. Double counting these crimes is avoided by an oversight process conducted by the Director of Campus Safety.

The College does not require that its mental health counselors report crimes, when the knowledge of such crimes arose in the context of a privileged relationship. However, the College does have procedures in place whereby all those referenced above encourage clients to voluntarily report crimes to the local police, Campus Safety, and/or college officials.

The reporting of sexual assaults through the Sexual Assault Response Network allows for the reporting of crimes on a voluntary, confidential basis for inclusion in the annual report. The only other process in place allowing for the anonymous reporting of Clery crimes, VAWA offenses and hate/bias crimes is by access to the “Report a Concerning Situation” portal on the College’s Title IX Compliance site.

Lewis & Clark will, upon written request, disclose to the alleged victim of a crime of violence, or a non-forcible sexual assault, the results of any disciplinary hearing conducted by the college against the student who is the alleged perpetrator of the crime or offense. If the alleged victim is deceased as a result of the crime or offense, Lewis & Clark will provide the results of the disciplinary hearing to the victim’s next of kin, if so requested.

Clery Geography:

Crime statistics are classified and counted pursuant to the Clery Act statute. They fall into four geography classifications:

On-Campus:

Any building or property owned or controlled by an institution within the same reasonably geographic area and used by the institution in direct support of, in a manner related to, the institution's educational purposes, including residence halls; and any building or property that is within or reasonably to the area identified in the first part 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).

On-Campus Student Housing/Residential:

Housing facilities include all graduate and undergraduate housing and parking facilities that are physically attached to and accessed directly from the student housing facilities. On-Campus Housing is a subset of the On-Campus category.

Non-Campus:

Any building or property owned or controlled by a student organization that is officially recognized by the institution; or any building or property owned or controlled by an institution that is used in direct support of, or in relation to, the institution's educational purposes, is frequently used by students and is not within the same reasonably continuous geographic area of the institution.

Public Property:

All public property, including thoroughfares, streets, sidewalks, and parking facilities, within the campus or immediately adjacent to and accessible from the campus. This is the perimeter of campus from the sidewalk or boundary closest to campus, the public road for that sidewalk or boundary, and the sidewalk or boundary across the street.

Detailed definition of specific crimes and offenses are included in Appendix A.

NOTE: The statistical data was gathered from various sources such as the Campus Safety, the Office of Title IX and Compliance, Office of Student Rights and Responsibilities, Portland Police Bureau, and confidential reporting sources. We attempt as much as possible to verify the accuracy of the information received from the various resources.

Crime and Offense Statistics

Criminal Offenses

CATEGORY	VENUE	2021	2020	2019
Murder	• On campus	0	0	0
	• Residence Halls	0	0	0
	• Non-campus building or property	0	0	0
	• On public property	0	0	0
Manslaughter by Negligence		2021	2020	2019
	• On campus	0	0	0
	• Residence Halls	0	0	0
	• Non-campus building or property	0	0	0
Rape		2021	2020	2019
	• On campus	2	2	3
	• Residence Halls	2	2	3
	• Non-campus building or property	0	0	0
Fondling		2021	2020	2019
	• On campus	8	2	4
	• Residence Halls	6	2	4
	• Non-campus building or property	1	0	0
Statutory Rape		2021	2020	2019
	• On campus	0	1	0
	• Residence Halls	0	0	0
	• Non-campus building or property	0	0	0
Incest		2021	2020	2019
	• On campus	0	0	0
	• Residence Halls	0	0	0
	• Non-campus building or property	0	0	0
Aggravated Assault		2021	2020	2019
	• On campus	0	0	0
	• Residence Halls	0	0	0
	• Non-campus building or property	0	0	0
Robbery		2021	2020	2019
	• On campus	1	0	0
	• Residence Halls	1	0	0
	• Non-campus building or property	0	0	0
		2021	2020	2019
	• On public property	0	0	0

Burglary		2021	2020	2019
	• On campus	1	1	0
	• Residence Halls	0	0	0
	• Non-campus building or property	0	0	0
	• On public property	0	0	0
Arson		2021	2020	2019
	• On campus	0	1	0
	• Residence Halls	0	0	0
	• Non-campus building or property	0	0	0
	• On public property	0	0	0
Motor Vehicle Theft		2021	2020	2019
	• On campus	0	0	0
	• Residence Halls	0	0	0
	• Non-campus building or property	0	0	0
	• On public property	0	4	0

Hate/Bias Crimes

Hate/Bias Crimes *No Hate, Bias or Hazing incidents were determined for each of the Clery categories.		2021	2020	2019
	• On campus	0	0	0
	• Residence Halls	0	0	0
	• Non-campus building or property	0	0	0
	• On public property	0	0	0

VAWA Offenses

Dating Violence		2021	2020	2019
	• On campus	1	0	1
	• Residence Halls	1	0	1
	• Non-campus building or property	0	0	0
	• On public property	0	0	0
Domestic Violence		2021	2020	2019
	• On campus	1	0	0
	• Residence Halls	1	0	0
	• Non-campus building or property	0	0	0
	• On public property	0	0	0
Stalking		2021	2020	2019
	• On campus	6	1	0
	• Residence Halls	3	1	0
	• Non-campus building or property	0	0	0
	• On public property	0	0	0

Drug, Alcohol and Weapons Offenses

Arrests For		2021	2020	2019
Liquor law violations	• On campus	0	0	0
	• Residence Halls	0	0	0
	• Non-campus building or property	0	0	0
	• On public property	0	0	0
Drug-related violations	▪ On campus	0	0	0
	• Residence Halls	0	0	0
	• Non-campus building or property	0	0	0
	• On public property	0	0	0
Weapons possession	• On campus	1	1	0
	• Residence Halls	0	0	0
	• Non-campus building or property	0	0	0
	• On public property	0	0	0
Disciplinary Referrals:		2021	2020	2019
Liquor Law violations	• On campus	119	67	79
	• Residence Halls	118	66	77
	• Non-campus building or property	0	0	0
	• On public property	1	0	1
Drug-related violations	• On campus	85	25	56
	• Residence Halls	81	25	52
	• Non-campus building or property	0	0	0
	• On public property	2	6	6
Weapons possession	• On campus	0	0	1
	• Residence Halls	0	0	1
	• Non-campus building or property	0	0	0
	• On public property	0	0	0

Notes:

1. There were zero (0) unfounded crimes for all three reporting years.
2. The category of “non-campus building or property” refers to multiple Portland, Oregon addresses including:
 - a. Lewis & Clark Community Counseling Center at 4445 SW Barbur Blvd, Suites 106, 107 and 205
 - b. National Crime Victim Law Institute at 1130 SW Morrison St., and the Small Business Legal Clinic and Low Income Tax Clinic, both at 310 SW 4th Ave., #1018.
 - c. College owned residences that house law school students-those being (1) 10300 SW 4th Ave., (2) 10512 SW 4th Ave., (3) 10514 SW 4th Ave., (4) 9919 SW Boones Ferry Road (5) 10015 SW Boones Ferry Road, (6) 10025 SW Boones Ferry Road, (7) 425 SW Maplecrest Drive, and (8) 0620 SW Palatine Hill Road.
 - d. 1332 W. Burnside Street, which the College controls on one evening a year.

Daily Crime Log

In addition to the annual reporting of the above referenced major crimes over the prior three-year period, the Office of Campus Safety maintains a daily crime log that lists all current reported crimes. The log contains information about the crimes (case number, date time reported, date/time occurred, location, and disposition). To view the daily crime log, access the Campus Safety web site at http://www.lclark.edu/about/campus_safety/.

2021 ANNUAL FIRE SAFETY REPORT

Fire Safety in Residence Halls

The Higher Education Opportunity Act (HEOA) of 2008 requires colleges that maintain any on-campus student housing facilities to distribute an annual fire safety report. The **Annual Fire Safety Report (AFSR)** must be made available to all enrolled students and current employees. Colleges must also provide prospective students and prospective employees access to the report and the exact electronic address if the report is reported online.

The AFSR includes statistics for the three most recent calendar years, the number of fires and their causes, number of injuries, number of deaths, property damage, description of each housing facility fires safety system, number of fire drills held during the previous calendar year, policies on portable electrical appliances, smoking, open flames, procedures for evacuation, fire safety education and training, titles of each person or organization to which students and employees should report a fire and plans for future improvements to campus fire safety.

Campus Safety and Campus Living work collaboratively to address fire safety training for the staff teams of both departments. In turn, with the help of the Facilities departments, fire education drills are conducted twice a semester. The first drill is announced, while the second is unannounced.

Inspections related to fire safety are conducted each semester in every residence hall room. Area Directors' checks include sprinkler heads and piping, smoke detectors and wall surfaces. They also check for prohibited and high-risk items. Such training and inspections for this year includes:

Activity	2021 Dates
Fire Drills	February 17-21
Fire Drills	March 15-19
Fire Drills Round 1	September 9-16
Fall Health & Safety Inspections	November 5 - December 15
Fire Drills Round 2	November 15-19

Lewis & Clark is a smoke-free campus. Smoking is not permitted in college buildings or college grounds. Additionally, residential students are prohibited from having camping stoves and fuel, fireworks, halogen lamps, and appliances with open coils, such as toasters, hot plates and toaster ovens. Burning candles, sage, incense, and other like items are also prohibited.

Campus Safety officers, assisted by Area Directors or Resident Advisors, conduct fire drills twice each semester (four total per year) in each of the residence halls. Portland Fire Bureau personnel are notified of the drills and are allowed to participate. Students should be aware of the location of the residence hall exits, fire alarm pull stations, and fire extinguishers.

Procedures to follow in the event of a fire

- In all cases of fire, call 911 and Campus Safety (ext. 7777). Give your name and describe the location of the fire.
- Only if you have been trained and are able to safely extinguish the fire, do so. Use the proper fire extinguisher for the type of fire. Keep your back to an exit and, depending on the size of your extinguisher, stand 10 to 20 feet away from the fire.
 - Follow the four-step **PASS** procedure. If the fire does not begin to go out immediately, leave the area at once.
 - **Pull** the pin. This unlocks the operating lever and allows you to discharge the extinguisher.
 - **Aim** the extinguisher nozzle or hose at the base of the flames.
 - **Squeeze** the trigger while holding the extinguisher upright.
 - **Sweep** the extinguisher from side to side, covering the area of the fire with the extinguishing agent.
- Watch the fire area. If the fire reignites, repeat the process.
- (*WARNING: Portable fire extinguishers discharge faster than most people think – many within 15 to 30 seconds.*)
- If the fire is large, very smoky, or spreading rapidly, leave the building immediately by the nearest clear exit. Pull the fire alarm and clear the area. Do not stop or return to collect personal belongings. Evacuate all effected rooms, closing all doors and windows to confine the fire and reduce oxygen—**DO NOT LOCK DOORS**.
- Follow the directions of Emergency Team Leaders (ETLs), including Resident Advisors, Area Directors or other emergency personnel.
- Assist disabled persons. Do not use elevators.
- If there is a closed door in your exit path, touch the door lightly with the back of your hand. If the **door is not warm**, open slowly. Be prepared to close the door quickly if smoke or flames are present. Leave immediately if clear and be prepared to crawl if you encounter smoke. Cooler cleaner air is near the floor. If the **door is warm**, do not open it. Seek an alternate route.
- If you **become trapped** in the residence hall during a fire and a window is available, place an article of clothing (shirt, coat, etc.) outside the window as a marker for emergency personnel. If there is no window, stay near the floor, where the air will be more breathable. Cover your mouth with a dampened cloth. Shout at regular intervals to alert emergency personnel of your location.
- If your clothes catch fire **STOP, DROP & ROLL** to extinguish the flame. **DO NOT RUN!**
- Once outside the residence hall, proceed to the designated Evacuation Assembly Area (EAA) for your building, avoiding fire lanes and hydrants. Notify emergency personnel if you suspect someone is trapped inside.
- Follow the directions of Emergency Team Leaders (ETLs), including Resident Advisors, Area Directors or other emergency personnel, and **do not** reenter the residence hall until you have been authorized to do so.

Fire Safety Systems

Residence Hall	Alarms	Smoke Detectors in H/K*	Horns	Strobes	Auto Close Doors	Smoke Detectors in rooms**	Sprinkler
Akin	Y	Y	Y	Y	Y	Y	Y
Stewart	Y	Y	Y	Y	Y	Y	Y
Odell	Y	Y	Y	Y	Y	Y	Y
Ponderosa	Y	Y	Y	Y	Y	Y	Y
Spruce	Y	Y	Y	Y	Y	Y	Y
Juniper	Y	Y	Y	Y	Y	Y	Y
Manzanita	Y	Y	Y	Y	Y	Y	Y
Alder	Y	Y	Y	Y	Y	Y	Y
Hartzfeld	Y	Y	Y	Y	Y	Y	Y
Holmes	Y	Y	Y	Y	Y	Y	Y
Platt-Howard	Y	Y	Y	Y	Y	Y	Y
Copeland	Y	Y	Y	Y	Y	Y	Y
East	Y	Y	Y	Y	Y	Y	Y
West	Y	Y	Y	Y	Y	Y	Y
Roberts	Y	Y	Y	Y	Y	Y	Y

* Hallways/Kitchens
 ** Independent of Fire System

Fire Statistics

Residence Hall	Fires	Cause	Injury	Death	Damage
Akin					
2021	0	NA	0	0	0
2020	0	NA	0	0	0
2019	0	NA	0	0	0
Stewart					
2021	0	NA	0	0	0
2020	0	NA	0	0	0
2019	0	NA	0	0	0
Odell					
2021	0	NA	0	0	0
2020	0	NA	0	0	0
2019	0	NA	0	0	0
Ponderosa					
2021	0	NA	0	0	0
2020	0	NA	0	0	0
2019	0	NA	0	0	0
Spruce					
2021	0	NA	0	0	0
2020	0	NA	0	0	0
2019	0	NA	0	0	0

Juniper					
2021	0	NA	0	0	0
2020	0	NA	0	0	0
2019	0	NA	0	0	0
Manzanita					
2021	0	NA	0	0	0
2020	0	NA	0	0	0
2019	0	NA	0	0	0
Alder					
2021	0	NA	0	0	0
2020	0	NA	0	0	0
2019	0	NA	0	0	0
Hartzfeld					
2021	0	NA	0	0	0
2020	0	NA	0	0	0
2019	0	NA	0	0	0
Holmes					
2021	0	NA	0	0	0
2020	0	NA	0	0	0
2019	0	NA	0	0	0
Platt-Howard					
2021	0	NA	0	0	0
2020	0	NA	0	0	0
2019	0	NA	0	0	0
Copeland					
2021	0	NA	0	0	0
2020	0	NA	0	0	0
2019	0	NA	0	0	0
East Hall					
2021	0	NA	0	0	0
2020	0	NA	0	0	0
2019	0	NA	0	0	0
West Hall					
2021	0	NA	0	0	0
2020	0	NA	0	0	0
2019	0	NA	0	0	0
Roberts					
2021	0	NA	0	0	0
2020	0	NA	0	0	0
2019	0	NA	0	0	0

Daily fire log

The Office of Campus Safety maintains a daily fire log that lists all reported fires in campus residence halls. The log contains information about the fires (case number, date/time reported, date/time occurred, location, and nature of the fire). To view the daily fire log, access the Campus Safety web site at

http://www.lclark.edu/about/campus_safety/crime_awareness/

Appendix A – Crime and Incident Definitions

Federal Bureau of Investigation Uniform Crime Reporting/National Incident-Based Reporting System Crime Definitions excerpted from the Implementing Regulations of the "Jeanne Clery Disclosure of Campus Security Policy and Campus Crime Statistics Act" originally published in the Federal Register on April 29, 1994 (Vol. 59, No. 82) and November 1, 1999 (Vol 64, No. 210).

The following definitions are to be used for reporting the crimes listed in 34 CFR sec. 668.46 in accordance with the Federal Bureau of Investigation's Uniform Crime Reporting Program. The definitions for murder, robbery, aggravated assault, burglary, motor vehicle theft, weapon law violations, drug abuse violations and liquor law violations are excerpted from the Uniform Crime Reporting Handbook.

The definitions of forcible and non-forcible sex offenses are excerpted from the National Incident - Based Reporting System Edition of the Uniform Crime Reporting Handbook.

Crime Definitions from the Uniform Crime Reporting Handbook

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.

Criminal Homicide-Manslaughter by Negligence – The killing of another person through gross negligence.

Criminal Homicide-Murder and Non-Negligent Manslaughter – The willful (non- negligent) killing of one human being by another.

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 using a weapon or by means likely to produce death or great bodily harm. (It is not necessary that the 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 (Classify as motor vehicle theft all cases where automobiles are taken by persons not having lawful access even though the vehicles are later abandoned including joyriding.).

Weapon Law Violations – The violation of laws or ordinances dealing with weapon offenses, regulatory in nature, such as: manufacture, sale, or possession of deadly weapons; carrying deadly weapons, concealed or openly; furnishing deadly weapons to minors; aliens possessing deadly weapons; and all attempts to commit any of the aforementioned.

Drug Abuse Violations – Violations of State and local laws relating to the unlawful possession, sale, use, growing, manufacturing, and making of narcotic drugs. The relevant substances include opium or cocaine and their derivatives (morphine, heroin, codeine); marijuana; synthetic narcotics (Demerol, methadone); and dangerous nonnarcotic drugs (barbiturates, Benzedrine).

Liquor Law Violations – The violation of laws or ordinances prohibiting: the manufacture, sale, transporting, furnishing, possessing of intoxicating liquor; maintaining unlawful drinking places; bootlegging; operating a still; furnishing liquor to a minor or intemperate person; using a vehicle for illegal transportation of liquor; drinking on a train or public conveyance; and all attempts to commit any of the aforementioned. (Drunkenness and driving under the influence are not included in this definition.)

Sex Offenses (Forcible) – Any sexual act directed against another person, forcibly and/or against that person's will; or not forcibly or against the person's will where the victim is incapable of giving consent.

Forcible Rape – The carnal knowledge of a person, forcibly and/or against that person's will; or not forcibly or against the person's will where the victim is incapable of giving consent because of his/her temporary or permanent mental or physical incapacity (or because of his/her youth).

Forcible Sodomy – Oral or anal sexual intercourse with another person, forcibly and/or against that person's will; or not forcibly against the person's will where the victim is incapable of giving consent because of his/her youth or because of his/her temporary or permanent mental or physical incapacity.

Sexual Assault with An Object – The use of an object or instrument to unlawfully penetrate, however slightly, the genital or anal opening of the body of another person, forcibly and/or against that person's will; or not forcibly or against the person's will where the victim is incapable of giving consent because of his/her youth or because of his/her temporary or permanent mental or physical incapacity.

Forcible Fondling – The touching of the private body parts of another person for the purpose of sexual gratification, forcibly and/or against that person's will; or not forcibly or against the person's will where the victim is incapable of giving consent because of his/her youth or because of his/her temporary or permanent mental incapacity.

Sex Offenses-Non-forcible – Unlawful non-forcible sexual intercourse.

Incest – Non-forcible sexual intercourse between persons who are related to each other within the degrees wherein marriage is prohibited by law.

Statutory Rape – Non-forcible sexual intercourse with a person who is under the statutory age of consent.

Domestic Violence, Dating Violence, and Stalking additions from the Violence Against Women Reauthorization Act of 2013 (VAWA):

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; or
- By a person who is or has been cohabitating 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.

Dating Violence:

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

- Who is or has been in a social relationship of a romantic or intimate nature with the victim;
- The existence of such a relationship shall be determined based on the reporting party’s statement with consideration of:
 - The length of the relationship;
 - The type of relationship; or
 - The frequency of interaction between the persons involved in the relationship.
- Dating violence includes, but is not limited to, sexual or physical abuse or the threat of such abuse.
- Dating violence does not include acts covered under the definition of domestic violence.

Stalking:

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

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

Hate Crimes – Any of the above offenses, and any other crime involving bodily injury reported to Campus Safety, local police agencies or campus security authority, that manifest evidence that the victim was intentionally selected because of the perpetrator’s bias, or the perpetrator perceived the person to be in one of the protected group categories. Additionally, on August 14, 2008, the Clery Act was amended to include larceny/simple assault, intimidation, and destruction/damage/vandalism (except arson) as reportable categories of hate crimes. This provision made the Department of Education’s campus hate crime categories identical to the crime categories that have been collected by the Federal Bureau of Investigation (FBI) under the Hate Crime Statistics Act (HCSA) since 1991. These new reporting categories are only reported if motivated by bias as determined by one of the designated bias categories. The types of bias categories include race, gender, religion, sexual orientation, ethnicity, national origin, gender identity, and disability.

Definitions:

To ensure uniformity in reporting nationwide, the following definitions have been adopted for use in hate crime reporting:

- Bias—A preformed negative opinion or attitude toward a group of persons based on their race, religion, disability, sexual orientation, or ethnicity/national origin.
- Bias Crime—A criminal offense committed against a person or property which is motivated, in whole or in part, by the offender’s bias against a race, religion, disability, sexual orientation, or ethnicity/national origin; also known as Hate Crime.

Note: Even if the offender was mistaken in his/her perception that the victim was a member of the group he or she was acting against, the offense is still a bias crime because the offender was motivated by bias against the group.

Unfounded Crime Reports - According to Uniform Crime Report (UCR) guidelines, a reported offense can be cleared as unfounded by a sworn law enforcement authority “if the investigation shows that no offense occurred nor was attempted.” These cases thus remain as official crime reports and are included in the departmental statistics; however, they are explicitly labeled as “unfounded” cases within UCR reports on the various index crimes. According to UCR guidelines, the statistics on unfounded cases should include crime reports that are either: False or Baseless.

Sex Offenses Definitions are from the National Incident-Based Reporting System Edition of the Uniform Crime Reporting Program

Source: Federal Register, April 29, 1994, Vol. 59, No. 82; Federal Register November 1, 1999, Vol. 64, No. 210. Statistical Information/Crime Statistics