

2011

Annual Safety and Fire Report



Eastern Washington University
526 5th Street
Cheney, WA 99004

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Director's Letter

Dear University Community:

Welcome to Eastern Washington University. As the Director of Public Safety and Chief of Police, I am very involved with the safety and security of our students and staff here at Eastern.

Nationally, the safety and security of all university campuses has become a priority and EWU is no exception. We are very proactive in our efforts to keep students, faculty, and staff safe and secure from possible threats. Safety and security is overseen by the Eastern Washington University Police Department. Our police department has 12 commissioned police officers who are sworn to enforce all federal, state, and local laws. Our department's primary jurisdiction is the 325 acre campus, which includes a population of over 10,000 students and more than 1,300 staff members.

Over the past year, we have initiated new programs designed to enable our students and staff to be more informed, aware and active in the safety and security aspect of our campus community life. The E2Campus (EWU Alerts) program sends emergency text messages to cell phones and emails to students, parents or staff. We also provide staff and students with training programs that teach personal safety methods and techniques that may be helpful if faced with an emergency on or off campus.

Our university continues to utilize other safety/security programs that have been successful in the past, such as: the 911 Code Blue Light Stations, the escort services for students and staff, the vehicle unlock program, the vehicle battery jump program and the anonymous tip line telephone number 509.359.4286, just to list a few. If you have an emergency, call 911. If you need a police officer immediately, at any time, day or night, the police can be reached at the following dispatch telephone number: 509.535.9233. The University Police administration office is open during normal business hours Monday thru Friday, and can be contacted by dialing 509.359.6310.

I invite you to review this Annual Safety Report/Clery Act Report very carefully. It is filled with information that will be helpful to anyone who may need safety and security resources during their time here at Eastern Washington University. It also provides our annual crime statistics.

If you have any safety or security questions or concerns during your time here at EWU, I encourage you to contact the EWU Police Department and speak to either myself or my staff, who are dedicated to serving our community.

Learn Well and Be Safe,

Tim Walters

Director of Public Safety/Chief of Police
Eastern Washington University Police Department

Introduction

Crime Statistics Disclosure

This crime statistics information is provided in accordance with State of Washington Senate Bill 66.26 and the federal “Right to Know: Student Campus Security Act” 20 U.S.G. Section 1092 known as the Clery Act.

Per Federal Regulations (34 CFR Part 668), it is required that a copy of Eastern Washington University’s Clery Act Report, otherwise known as the Annual Security and Fire Report, be provided to each employee and student. This report includes statistical information for the past three years concerning reported crimes which occurred on EWU’s campus; certain off-campus buildings or properties owned or controlled by EWU and on public property within, or immediately adjacent to and accessible from, EWU’s campus. The report also includes institutional policies concerning campus security issues, such as policies concerning sexual assault, alcohol use and other matters. You can obtain a copy of this report by contacting the EWU University Police at 509.359.6300, or by accessing the following web site: <http://access.ewu.edu/Police/Annual-Safety-and-Fire-Report---Clery-Act.xml>.

Mission, Values, and Goals

Mission - The Eastern Washington University Police Department shall serve the public by providing assistance, coordination, and the delivery of law enforcement and support services for the safety and protection of life and property.

Values - The Eastern Washington University Police Department has been entrusted with the duties and responsibilities to assist, protect, preserve, and defend the social order of the University community. This public trust mandates that all members exemplify the highest standard of conduct while on and off duty.

Goal - To serve the University community by protecting life and property. To ensure all persons are treated fairly and with respect, while preserving state and federal laws. To encourage unity, the tolerance of cultural and racial diversity for all members of the University community.

Commissioned University Police

EWU Police is a fully commissioned Law Enforcement Police Department. As commissioned state officers, we have authority to arrest, the ability to act upon probable cause, conduct search and seizures, and to investigate criminal activity. As a law enforcement agency, we have access to state and federal

criminal history records and criminal intelligence. This enhances our ability to provide a greater level of protection. Having a dedicated police department allows us to better serve the University as a community by partnering with local, state, and federal law enforcement agencies to keep informed on current trends and criminal activity, with an emphasis on public service.

As part of our emphasis on public service to our community, we provide other services such as vehicle unlocks, vehicle jumps, weapons storage, lost and found, non-criminal fingerprinting and other public services. To assist our commissioned officers, we have a student cadet program that help in patrolling the campus at night. They check campus property, secure buildings, walk through parking lots, and when available, escort students on campus. The EWU Police Department has the following personnel:

Department Personnel

Administration

Director of Public Safety/Chief of Police	1
Deputy Chief	1
Administrative Assistant	1

Commissioned Officers

Supervisor Sergeants	2
Detective/Investigator	1
Corporal	1
Officers	6
Part-time Reserve Officers	4

Location of University Police

The Eastern Washington University Police Department is located in the Red Barn at 820 Washington Street in Cheney, WA. The Red Barn administrative operations are conducted during normal business hours, Monday-Friday. At other times, police assistance can be obtained by calling 509.535.9233. EWU police can also be reached toll-free from Spokane by calling this same number. For emergency situations, please call 911.

Working Relationship with Local Law Enforcement Agency

The EWU Police Department maintains a close working relationship with the Cheney Police Department (CPD) and they uphold an Interlocal Cooperation Agreement. Both agencies meet regularly

and monthly meetings are held to discuss criminal activity off campus to ensure the safety and well being of all Eastern Washington University community members. In addition, we have regular formal and informal meetings with state, county, local and federal law enforcement agencies.

Campus Safety Information

How to Report a Crime

If you are the victim of a crime on campus, report it immediately. Call 911 if it is an emergency or EWU Police at 509.535.9233 or 509.359.6300, by selecting option 1 of the automated menu which will connect you directly to dispatch. Identify yourself as the victim of a crime; the dispatcher will then take all of the information and will be able to help you. Remember that a crime that is not reported helps no one, not you or the next victim. If you see a crime in progress, remain calm, locate the nearest telephone and call 911 or EWU Police at 509.535.9233 or 509.359.6300, selecting option 1 of the automated menu and it will connect you directly to dispatch. Identify yourself as a witness to a crime, describe what you saw, where, and when. Remember that details are very important. This includes the exact location, descriptions of the clothing worn by the suspect(s) and their direction of travel. Be as accurate as possible. Your information may assist the police in making an arrest or aiding with the saving of a life and the recovery of property. You may remain anonymous when reporting a crime, if you so choose. In response to a call, an EWU police officer will make contact with the reporting individual to assess the situation to determine the correct course of action.

Student Privacy (FERPA)

The Family Educational Rights and Privacy Act (FERPA) of 1974, also known as the Buckley Amendment, helps protect the privacy of student records. FERPA applies to all institutions that are the recipients of federal funding. FERPA is enforced by the Family Policy Compliance Office of the US Department of Education in Washington D.C. All information regarding FERPA is located on the EWU Office of Records and Registration's webpage at <http://access.ewu.edu/Records-and-Registration/Student-Records/FERPA.xml> or by calling the Office of Records and Registration at 509.359.2321.

Access to Campus Facilities

Academic and Administrative Buildings

Academic and Administrative buildings are open and accessible 6 a.m.-10 p.m. daily. At 10 p.m. all buildings are locked. From 10 p.m.-6 a.m., all buildings are checked periodically throughout the night by Campus Police Officers and student Cadets. Once facilities are locked, only authorized personnel with assigned key access may lawfully enter. In the event that a campus facility, including residence halls, is under maintenance or construction, the contractor of the project is required by the university to provide security to the facility.

Residence Halls

All doors to residential areas are locked 24-hours a day. To discourage unwanted visitors from entering the building, it is important that students do not prop open exit doors. If a student sees someone they do not know to be a resident, ask if he/she belongs in the building. It is also recommended that students keep their room door locked at all times. In addition, all guests must register at the hall office. It is also recommended for students to close and lock doors and windows while they are out of the room to prevent theft, windows especially when living on the lower floors of the building.

The Hall Offices will be open Monday-Friday, noon-10 p.m. and on weekends, noon-3 p.m. and 6-9 p.m. Some of the residence halls may extend the hours on weekdays. This is to ensure the safety of residents. Also, Community Advisors (CAs) do security rounds in the building at night. In addition, University Police and staff will continuously rove the building throughout the day/night. Community Advisors (CAs) will ask students to comply with the Housing and University policies and will refer instances of policy violations to the University Police or staff on call.

In addition to residence halls, there are on-campus student apartment complexes with individual managers. The occupant regulates access to each apartment.

Access to Safety Escorts

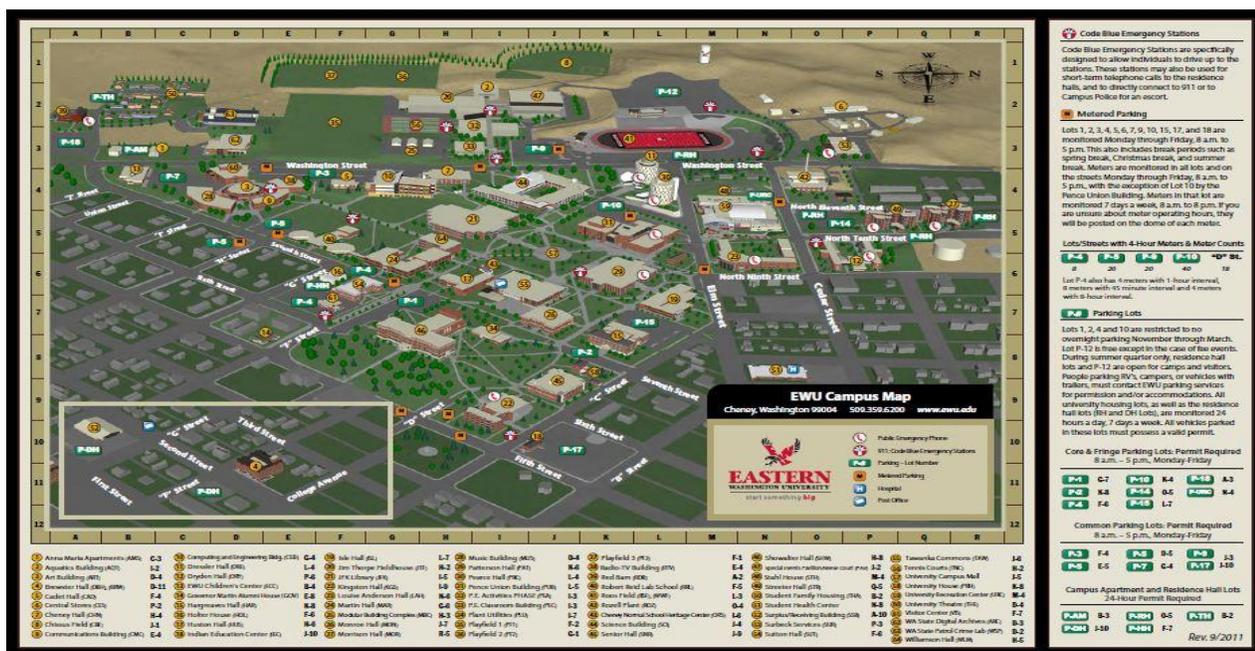
Before calling for an escort, please seek assistance from a friend, roommate or colleague. This service is limited to the availability of cadet patrols or police officers. If returning home or to your residence hall

after dark, it is best to preplan your departure. Avoid secluded areas, call home or your destination to let someone know you are leaving and the route you are taking, and always try to walk in groups or pairs.

The program's intent is to get students, faculty and/or staff safely to their destinations on campus or within a close proximity of the campus during the hours of darkness. To receive this service, call the Eastern Washington University Police at 509.359.6300, selecting option 1 on the automated menu or by calling dispatch directly at 509.535.9233. The dispatcher will check with the shift supervisor to determine if there is a cadet patrol or police officer available for the escort. If there is, the caller will be told who the escort will be and receive instructions as to where and when to meet him or her.

Code Blue Stations

There are Code Blue stations located at key areas around the campus. For their locations, check the campus website map at <http://www.ewu.edu/Documents/Locations/Cheney/CampusMapNew.pdf>.



These stations are for your protection; they can help you summon help or report crimes. There are Code Blue public emergency telephone stations with *on campus* calling capabilities to request an escort. When you activate a Code Blue unit, this is a direct call to 911. If possible, stay at the unit and give information to the operator until help arrives. If you leave the area before talking to the operator, it will

delay our ability to assist you. Each station is equipped with a light that readily identifies your location. Remain calm, give the information into the speaker and follow instructions given by the operator. Help will arrive as soon as possible. False reporting by activating a Code Blue station is a crime and will be treated accordingly.

Campus Safety Education Programs

The Campus Police Department offers training activities and programs to inform students and employees about crime prevention and safety. These training activities include:

- Shots Fired on Campus Training
- Self Defense Classes
- Workplace Violence Training
- Operation ID
- Vehicle Safety Checks

The Shots Fired on Campus Training is a mandatory video and discussion for all incoming freshmen students to inform them of safety and evacuation procedures if there are shots fired on campus. Self Defense Classes are held several times a year to train students, employees, or members of the community how to defend themselves against an attacker(s). The Workplace Violence Training is offered on an as needed basis, but occurs at least twice a year and informs employees about violence prevention, control, and response on campus. Operation ID allows students to bring items of value, including but not limited to laptop computers and cell phones, to be engraved with their name or personal identifiable information. EWU Police also provides Vehicle Safety Checks annually for any student of staff member prior to winter break to ensure safe travels in winter weather. Additional information about the Campus Safety programs offered can be found at:

<http://access.ewu.edu/police/training-and-classes.xml>.

Emergency Evacuation Procedures and Policies

The University's Comprehensive Emergency Management Plan (CEMP) includes information about emergency procedures. The CEMP addresses a broad range of guidelines specific to a critical incident. University departments are responsible for developing contingency plans and continuity plans for their

staff and areas of responsibilities. The University conducts numerous emergency response exercises each year, such as tabletop exercises, field exercises, and tests of the emergency notification system. These tests are designed to assess and evaluate the emergency plans and capabilities of the institution. EWU Police Officers have received training in Incident Command and Responding to Critical Incidents on campus. The Incident Command System (ICS) and Unified Command System (UCS) are utilized when responding to incidents and EWUPD Officers work with neighboring agencies that include Cheney PD, Spokane County Sheriff's Office, Washington State Patrol and local fire departments such as Cheney FD.

The need to evacuate and move a group of people may range from a single building to the entire campus, or even the entire surrounding community. The pace of evacuation will be dictated by the type of incident. The evacuation process includes notification, instructions, assembly points, methods of transportation, and destinations.

Any threat information must go through a validation process before undertaking a major operation such as an evacuation. In an extreme emergency, any University official or police officer can evacuate a building. In most cases, the President or the individual with signature authority must approve any significant evacuation. The Incident Commander will issue the order and implement the evacuation plan.

Warning and evacuation instructions will be communicated to the campus population via emergency text messaging, campus wide emergency notification on university network system, Cisco telephone emergency system, PA systems on patrol vehicles and other local media outlets. Instructions may include: nature of threat, time allotted for the requested action, shelter in place and await further instructions, move to a designated assembly area, leave the campus in personal transportation and take someone with you, or assemble at a public transportation pickup point.

General information about emergency response and evacuation procedures are publicized in the Eastern Washington University Emergency Management Plan.

Notification to EWU Community about an Immediate Threat

If the Director of Public Safety confirms that there is an emergency or dangerous situation that poses an immediate threat to the health or safety to the EWU community an Immediate Threat message will be sent via numerous media applications. In the event of a serious incident that poses an immediate threat to members of the EWU community, the university has various systems in place for communicating information quickly. Some or all of these methods of communications include network emails, emergency text messages that can be sent to a cell phone (individuals can sign up for this service on EWU Police website: <http://access.ewu.edu/police.xml>) and emergency messages that scroll across computer screens when logged into the university network system. Updates will be posted on the above mentioned media outlets to ensure current information is provided to the community.

EWU community members are encouraged to notify EWUPD of any situation or incident on campus that involves a significant emergency or dangerous situation that may involve an immediate or ongoing threat to the health and safety of students, faculty, staff or visitors on campus. EWUPD has the responsibility of responding to, and summoning the necessary resources, to mitigate, investigate, and document any situation that may cause a significant emergency or dangerous situation.

Timely Warnings

In the event that a situation arises, either on or off campus that, in the judgment of the University President or the Director of Public Safety, constitutes a serious or continuing threat, a campus wide timely warning will be issued. Actions relative to timely warning notices will depend on the particular circumstances of the crime or other emergency as determined by the Director of Public Safety or designated authorities. Anyone with information warranting a timely warning should report the circumstances to the University Police Department. The EWU Alerts/Campus Emergency Mass Notification System can be found at: <http://access.ewu.edu/Police/Emergency-Notification/EWU-Alerts.xml>.

Distribution of Timely Warnings

The Director of Public Safety is responsible for ensuring distribution of timely warning notices to the university community. Timely warnings may be issued through several means of communication, such

as: the snow line (509) 359-7669, campus-wide email, and the EWU Alerts System. Additionally, depending on the circumstances, warnings may also be issued through any or all of the following:

- Notice posted on the campus website at <http://www.ewu.edu/timelywarning>
- Voicemail system at Eastern Washington University
- Written notice through inter-campus mail systems
- Classroom announcements by faculty
- Notices posted in university facilities and other public places

Procedures

(a) Timely warnings are issued by the Director of Public Safety, or one of the designated administrators with the Director's authorization, once pertinent information is made available. The Director will decide the method(s) that will be used for the timely warning.

(b) The decision to issue a timely warning is decided on a case by case basis, in light of the facts surrounding a crime, including factors such as the nature of a crime, continuing danger to the campus community and the possible risk of compromising possible law enforcement efforts.

(c) All Timely Warnings should include, at a minimum, the listed items of information, if available and/or appropriate.

- What the reported offense is,
- Description and Name of Suspect(s) if known,
- Description of what happened including such things as location, date(s), time of day/night, behavior of suspects, etc.
- Cautions of Drugs being passed within the community and the effects (i.e., Date Rape Drugs)

(d) Family Education Rights and Privacy Act (FERPA): The Clery Act does not require confidential reporting of crimes. Although personally identifiable information is generally precluded from disclosure, this information may be released in an emergency situation. FERPA does not preclude an institution's compliance with the timely warning provision of the campus security regulations. FERPA recognizes that information can, in case of an emergency, be released without consent when needed to protect the

health and safety of others. In addition, if institutions utilize information from the records of a campus law enforcement unit to issue a timely warning, FERPA is not implicated as those records are not protected by FERPA.

(e) Crimes that are exempt from the timely warning requirements: The University is not required to provide a timely warning for crimes reported to a pastoral or professional counselor. There are no other exemptions.

(1) Pastoral counselor: A person, who is associated with a religious order or denomination, is recognized by that religious order or denomination as someone who provides confidential counseling, and is functioning within the scope of that recognition as a pastoral counselor.

(2) Professional counselor: A person whose official responsibilities include providing mental health counseling to members of the campus community and who is functioning within the scope of his or her license or certification. This definition applies even to professional counselors who are not employees of the University, but are under contract to provide counseling at the University.

Depending on the particular circumstances of the crime, especially in all situations that could pose an immediate threat to the community and individuals, the Office of Public Safety may also post a notice on the campus website under University Police-Emergency Notification and Timely Warnings at:

<http://access.ewu.edu/Police/Emergency-Notification/Timely-Warning-Log.xml>

Anyone with information warranting a timely warning should report the circumstances to the University Police, by contacting police dispatch at: 509.535.9233, the University Police Department at: 509.359.6300, selecting option one which will connect directly to dispatch, or if this is an emergency dial 911.

Campus safety information for students at the Riverpoint Campus is available at <http://spokane.wsu.edu/campusalert/>. All other distant learning locations have separate notification processes, please see their campus's websites or contact those locations for the appropriate information regarding emergency notification, these numbers can be found on pages 37-38.

Policies and Procedures

University and Community

The University has an obligation to uphold the laws of the community of which it is a part of. While activities covered by the laws of the community and those covered by the University's rules may overlap, the community's laws and the University's rules operate independently and do not substitute for each other. The University may pursue enforcement of its own rules whether legal proceedings are under way or being considered, and may use information from third-party sources, such as law enforcement agencies and courts, to determine whether University rules have been broken. The University will make no attempt to shield members in the University community from the law. Membership in the University community does not exempt anyone from local, state or federal laws, but rather imposes the additional obligation to abide by all of the University's regulations. All policies can be found on the EWU website or at this location:

<http://www.ewu.edu/About/Administration/President/Policies.xml>.

Weapons on Campus

Weapons are not allowed on campus per WAC 172-122-120, please see hyperlink listed below. Violations of the subsections of this section are subject to appropriate disciplinary or legal action.

<http://apps.leg.wa.gov/wac/default.aspx?cite=172-122-120>

Weapons Storage

Weapons as defined within RCW Chapter 9.41 that are legal to possess are required to be registered and stored with the University Police. Weapons will be checked against the appropriate authority's databases for the weapons and owner's status. (Sections RCW 9.41.010, 9.41.040, 9.41.300, 9.41.250 and 9.41.280.)

EWU residents may store up to two weapons at the Red Barn. Weapons brought into the Red Barn are to be unloaded; the weapon will be checked prior to acceptance. We do not accept ammunition at the Red Barn. You may transport your weapon(s) in your vehicle to and from the Red Barn and your destination. Weapons must be secured in the trunk of your vehicle, unloaded with the ammunition stored in a separate location.

Concealed weapons are not to be carried on University property. Concealed weapons permit holders will notify University Police for instructions and information about the temporary weapons storage. For further information on the possession and storage of dangerous weapons, contact EWU Police at the Red Barn or call 509.359.6300, option 3 on the automated menu.

Alcohol on Campus

Possession or consumption of alcohol by persons under the age of 21 is not permitted on campus. Selling or furnishing alcoholic beverages to persons under the age of 21 is also not permitted on campus. University alcohol policies and guidelines must be met before any alcohol-related event may be permitted. No kegs or “keg-quantities” of alcohol are allowed in the residence halls.

Minor in possession of alcohol is a misdemeanor offense; if convicted, it may have a negative effect on certain job requirements or opportunities.

http://cfweb.ewu.edu/policy/policyfiles/wac_172_64.pdf

Alcohol: Revised Code of Washington (RCW) 66.44.270

(1) It is unlawful for any person to sell, give, or otherwise supply liquor to any person under the age of twenty-one years or permit any person under that age to consume liquor on his or her premises or on any premises under his or her control. For the purposes of this subsection, "premises" includes real property, houses, buildings, and other structures, and motor vehicles and watercraft. A violation of this subsection is a gross misdemeanor punishable as provided for in chapter [9A.20](#) RCW.

(2)(a) It is unlawful for any person under the age of twenty-one years to possess, consume, or otherwise acquire any liquor. A violation of this subsection is a gross misdemeanor punishable as provided for in chapter [9A.20](#) RCW.

(b) It is unlawful for a person under the age of twenty-one years to be in a public place, or to be in a motor vehicle in a public place, while exhibiting the effects of having consumed liquor. For purposes of this subsection, exhibiting the effects of having consumed liquor means that a person has the odor of liquor on his or her breath and either: (i) Is in possession of or close proximity to a container that has or recently had liquor in it; or (ii) by speech, manner, appearance, behavior, lack of coordination, or otherwise, exhibits that he or she is under the influence of liquor. This subsection (2)(b) does not apply if the person is in the presence of a parent or guardian or has consumed or is consuming liquor under

circumstances described in subsection (4) or (5) of this section.

(3) Subsections (1) and (2)(a) of this section do not apply to liquor given or permitted to be given to a person under the age of twenty-one years by a parent or guardian and consumed in the presence of the parent or guardian. This subsection shall not authorize consumption or possession of liquor by a person under the age of twenty-one years on any premises licensed under chapter [66.24](#) RCW.

(4) This section does not apply to liquor given for medicinal purposes to a person under the age of twenty-one years by a parent, guardian, physician, or dentist.

(5) This section does not apply to liquor given to a person under the age of twenty-one years when such liquor is being used in connection with religious services and the amount consumed is the minimal amount necessary for the religious service.

(6) Conviction or forfeiture of bail for a violation of this section by a person under the age of twenty-one years at the time of such conviction or forfeiture shall not be a disqualification of that person to acquire a license to sell or dispense any liquor after that person has attained the age of twenty-one years.

Drugs on Campus

The use or sale of any illegal or controlled substance is prohibited. EWU has a zero tolerance policy in regard to any drug-related issue.

The following is a partial list of illicit drugs considered to be controlled substances by the state of Washington (RCW 69.50): Narcotics (opium and cocaine, and all drugs extracted, derived, or synthesized from opium and cocaine, including crack cocaine and heroin); marijuana; methamphetamine; barbiturates; and hallucinogenic substances (LSD, peyote, mescaline, psilocybin, PCP, THC, MDA, STP).

A. State Penalties for Illegal Sale of Controlled Substances

The illegal sale of any controlled substance is punishable by up to 10 years in prison, \$500,000 fine, or both.

B. State Penalties for Illegal Manufacture or Delivery of Controlled Substances

Narcotics: up to 10 years in prison, \$25,000 fine, or both. Non-narcotics: up to five years in prison, \$10,000 fine, or both.

C. State Penalties for Possession of Controlled Substances

Possession of any controlled substance is punishable by up to five years in prison, a \$10,000 fine, or both. Possession of less than 40 grams of marijuana and possession of drug paraphernalia are misdemeanors in the state of Washington. More severe penalties are provided for persons convicted of providing controlled substances to minors and for repeat offenses. Special sentencing provisions for possession of crack cocaine impose a mandatory prison term of not less than five years but not more than 20 years and a fine up to \$250,000 or both if:

- a) it is a first conviction and the amount of crack possessed exceeds 5 grams;
- b) it is a second conviction and the amount of crack possessed exceeds 3 grams; or
- c) it is a third or subsequent crack conviction and the amount exceeds 1 gram.

Civil penalties of up to \$10,000 may also be imposed for possession of small amounts of controlled substances, whether or not criminal prosecution is pursued.

Alcohol and Drug Education Programs

Health, Wellness & Prevention Services at Eastern Washington University offers a variety of alcohol and drug abuse prevention and awareness programs to the students and staff. Alcohol and drug abuse prevention opportunities include presentations for campus groups, on-line education modules, and access to assessment services. Students concerned about their own alcohol or drug use, or have concerns about a friend's use, can access these services in a private and supportive environment.

<http://access.ewu.edu/health-and-wellness/alcohol-and-drug-education-programs.xml>

Missing Student Notification

Purpose

This policy establishes university standards and procedures for notifying law enforcement, parents or guardians, and student identified contacts when a student, who resides in university housing, is reported as missing or has been determined to be missing. This policy applies to students who reside in campus housing, including off-campus apartment units leased by the university for student residents. The statutory authority for this policy is Section 488 of the Higher Education Opportunity Act of 2008.

Missing Person

For purposes of this policy, a student may be considered to be a "missing person" if the

person's absence is contrary to his/her usual pattern of behavior and unusual circumstances may have caused the absence. Such circumstances could include, but not be limited to, a report or suspicion that the missing person may be the victim of foul play, has expressed suicidal thoughts, is drug dependent, is in a life-threatening situation, or has been with persons who may endanger the student's welfare. EWU Policy 603-07 ● January 29, 2010

Student Disclosures

Prior to occupying university housing, students will be informed of the following:

- (1) Students may identify a person to be contacted if they are determined to be missing (section 1-4);
- (2) The University will notify the University Police Department if a student is reported missing (section 2-1b); and,
- (3) The University is required to notify a custodial parent or guardian if a student, who is under 18 years of age and not an emancipated individual, is determined to be missing (section 2-3).

Confidential Contacts

Students may register an individual to be contacted if the student is determined to be missing. Prior to occupying university housing, students will be given the opportunity to designate an individual, or individuals, to be contacted by the University in the event that the student is determined to be missing (per chapter 2). A designation will remain in effect until changed or revoked by the student. The emergency contact information provided will be treated as confidential. Only authorized campus officials, and law enforcement officers in furtherance of a missing person investigation, may have access to the confidential contact information and it may not be disclosed to others.

Reporting

(a) Any individual on campus who has information that a residential student may be a missing person should immediately notify a University official from the list below:

1. University Police Officer / Department

2. Dean of Students
3. Professional Residential Life Staff Member
4. Academic Department Chair
5. College Dean
6. Office of Student Affairs
7. Office of Academic Affairs
8. Human Resources Department
9. University President's Office
10. Director of Housing

(b) Any University official receiving such a report must immediately notify the University Police Department. The University Police Department must be notified regardless of whether the student has registered a contact person.

Investigation and Response

Upon receipt of a report that a student may be missing, the University Police Department will investigate. If University Police determine that the student has been missing for more than 24 hours and has not returned to campus, they will initiate the notification procedures described in section 2-3. University Police will also initiate the notification procedures when a student has been missing for less than 24 hours, if circumstances clearly indicate that the student is a missing person (e.g., witnessed abduction).

Notification

Within 24 hours after determining that a student is missing, the University Police Department will notify the registered contact(s) for the student. If the student is under 18 years old and not emancipated, the University Police Department will also notify the student's custodial parent or guardian within the same 24 hours.

Campus Communications

In cases involving missing persons, law enforcement personnel are best situated to provide information to the media that is designed to elicit public assistance in the search for a missing

person. Therefore, all communications regarding missing students will be handled by the University Police Department, who may consult with the university's Marketing and Communications Department. All inquiries to the university regarding missing students, or information provided to any individual at the university about a missing student, shall be referred to the University Police Department.

Prior to providing the community with any information about a missing student, the Marketing and Communications department shall consult with the University Police Department to ensure that communications do not hinder the investigation.

Response to Sexual Assault

Sex Offense Protocol, Procedures, and Programs

Statement of Prevention Education

The University educates its community about sexual assault, rape, and date rape through education provided as a part of orientation programs, in-class presentations as part of *Don't Cancel Your Class*, one minute clinics in the Residence Halls, and special events during the year. EWU's primary prevention program is a bystander approach called Green Dot. Written information is posted in the form of fliers, hall mailings, weekly articles in the University newspaper, and brochures distributed throughout campus. In addition to this program, the EWU police department regularly offers self-defense classes and the School of Social Work and Women's Studies offer course work in gender and sexual assault. Educational programs may be requested by contacting Health, Wellness, and Prevention Services: URC 201; 509.359.4279.

Procedures to Follow if a Sex Offense Occurs

When a person is a victim of sexual assault, his or her first priority should be getting to a place of safety—then obtaining necessary medical treatment. Following this, we encourage a person to consider his or her options for victim services and support.

Please note: A person may talk to any EWU faculty, staff, or administrator for assistance with receiving support services and resources. These individuals, unless indicated, are non-confidential reporting

sources who are required to share information with the University. Confidential resources are noted with a [C] below.

Time is a critical factor in the collection and preservation of evidence. Ideally a victim of sexual assault should not wash or clean any parts of the body, use the toilet, or change clothing prior to a medical exam in order to ensure the integrity of the forensic evidence.

Victim Services on Campus

- **Counseling and Psychological Services (CAPS**, located in Martin Hall 225; 509.359.2366) provides free, confidential resources for all students and can refer others to local services. CAPS offers walk-in appointments every weekday afternoon. [C]
- **Dean of Students Office** (PUB 320; 509.359.2292) can provide support and referrals, explain students' rights and options, and help with academic or housing accommodations.
- **EWU Police** (Red Barn; 509.359.6300) can provide information regarding laws and victim rights, as well as self defense classes (during business hours).
- **Faculty and staff displaying the "Safety Zone, my door is open" logo** can also provide support and referral to the Dean of Students Office and community services.
- **Employee Assistance Program** is available for employees: 509.482.3686. [C]

Notification of victim's rights for accommodations: The University will change student's academic or living situations after an alleged sex offense, if those changes are requested by the student, and are reasonably available. The Dean of Student's office (PUB 320) can contact people on the student's behalf and assist with requests for accommodations.

Victim Services off Campus

- **Lutheran Community Services Northwest** provides wide-ranging, confidential services and a 24/7 crisis and referral line through its SAFeT Resource Center: 509.624.7273. They also provide a college victim support group and services for children and families. [C]
- **First Call for Help** provides support for persons who feel suicidal or need referrals: 509.838.4428. [C]

- RAINN, a national resource for survivors: 1.800.656.HOPE or talk using their online system: <http://apps.rainn.org/ohl-bridge/> [C]

Reporting Options

The University police strongly advocate that the incident is reported to the police in an accurate and timely manner: 509.535.9233. This number will reach EWU Police and the City of Cheney Police any time, day or night. If the incident happened outside of Cheney, and is being reported immediately, callers should dial 911. If time has passed, it is best to call the police where the incident occurred. In Spokane the non-emergency number to report a crime is 509.456.2233.

- Contacting a University police officer will not obligate the victim to prosecute, nor will it subject him/her to judgmental treatment. The police will help the victim obtain medical help and refer to advocates and other available resources.
- Any of the Victim Services options above will help contact the appropriate authorities and report the incident, if requested by victim. The Dean of Students Office (509.359.2292) will help report to the police or others, can also explain victim rights, and assist in obtaining a sexual assault no contact order.

What is involved in making a report?

When the police are notified of a sexual assault, they will meet with the victim privately at a time and location of his/her choosing. They will not notify the victim's parents without consent. They will help arrange for any necessary hospital or medical treatment and assist with getting emergency housing, if needed. They will help obtain private counseling and other available resources. The police will interview the victim and ask for a written statement so that they may fully investigate the matter.

If the accused person is a student at the time of the assault, the complainant can file a sexual assault complaint under the Student Conduct Code. See *Campus Disciplinary Hearings* below.

Title IX (of the Educational Amendments Act of 1972) covers individual rights and institutional responsibilities regarding sexual discrimination, of which harassment and assault may be considered. Any person may file a Title IX complaint to address concerns that rights under this law have been infringed, by contacting the University Director of EO/AA/ADA Compliance: 509.359.6874

When a person informs a University official of a sexual assault, the University is obligated to investigate the incident. EWU police will follow up with the alleged victim or witness. The victim is not obligated to pursue legal or university remedies and may choose to use any or all reporting options.

It is the general practice of the University to grant amnesty to students who may have used alcohol or drugs in violation of the conduct code at the same time he/she became a victim of sexual assault or he/she reported a sexual assault.

Procedures for Campus Discipline Hearings in Cases of Alleged Sexual Misconduct

University disciplinary proceedings, as well as special guidelines for sexual misconduct cases, are detailed in the Student Conduct Code. Regardless of the location of the alleged sex offense, the student, a faculty member, a staff member, or other member of the university community may start the process by filing a complaint against a student or student organization for any violation of the Student Conduct Code. This can be done concurrent to any criminal investigations or proceedings. Complaints should be filed in writing, to the following people: Student Rights and Responsibilities (PUB 320; 509.359.6960), Dean of Students (PUB 320; 509.359.2292), or other designated University office or official.

Complaints may also be filed online using the Incident Report Form:

<http://access.ewu.edu/OSRR/OSRR-FAQ.xml>. The complete Student Conduct Code is available online: <http://access.ewu.edu/OSRR/osrrpolicies/conductcode.xml> or a hard-copy may be requested in the Dean of Students office (PUB 320).

- The Student Conduct Code provides, in significant part, a number of rights for accused students including the right to: a fair and impartial conduct review hearing; a written list of the charges; notice of the hearing; notice of the allegations; notice of is bringing the accusations; speak on his/her own behalf in all proceedings, and appeal.
- The Student Conduct Code further provides, in part, that both the complainant and the accused can have an advisor of their choosing accompany them through the hearing, and that both parties shall be informed of the final outcome of the disciplinary hearing.

The University imposes disciplinary sanctions when a person is found responsible for sexual misconduct. These sanctions may range from warnings to permanent dismissal and could include

educational sanctions as well as punitive sanctions. Groups found responsible face the same sanctions as above, appropriately applied to organizations as opposed to individuals. Complete details are outlined in the Student Conduct Code: <http://access.ewu.edu/OSRR/osrrpolicies/conductcode.xml>.

EWU Police Sexual Assault Response Commitment

Sexual assault, including date/acquaintance rape, is a very serious concern of this police department. If you feel you are a victim of a sexual assault on campus, the Department of Public Safety and Police Services will provide the following:

- We will meet with you privately, at a time and local place of your choice, to take your report.
- We cannot and will not notify your parents without your consent.
- We will treat you and your particular case with courtesy, sensitivity, dignity, understanding and professionalism.
- Our officers will not prejudge you, and you will not be blamed for what occurred.
- We will assist you in arranging for any necessary hospital treatment or other medical needs. We will also assist in emergency housing if needed.
- If you would feel more comfortable talking with a friend or advocate of your choice present, we will do our best to accommodate your request.
- We will fully investigate your case and will help you to achieve the best outcome. This may involve the arrest and full prosecution of the suspect responsible. You will be kept up-to-date on the progress of the investigation and/or prosecution.
- We will assist you in privately contacting counseling and other available resources.
- We will continue to be available to answer your questions, to explain the system and process involved (prosecutor, courts, etc.), and to be a listening ear if you wish.
- We will consider your case seriously, regardless of your gender or the gender or status of the suspect.

If you feel you are a victim of sexual assault, call your Department of Public Safety and Police Services at 509.535.9233 (any time of day or night) to privately make a complaint.

Sex Offender Registration Information

The Eastern Washington University Police Department considers the protection of our community from sex offenders of significant importance. The objective of the 1990 Community Protection Act was to provide adequate notice to the community concerning sex offenders who are, or will be attending, working or residing on the campus, and to assist our community members in developing constructive plans to prepare themselves and their children for residing near released sex offenders.

Sex Offender Registration information is maintained by the Spokane County Sheriff's Office:

http://www.sheriffalerts.com/cap_main.php?office=54488

For information on registered sex offenders located at Eastern Washington University:

<http://access.ewu.edu/Police/Student-Guidelines/Sex-Offenders.xml>

Security Report

Definition of Clery Crimes

1. Criminal Homicide

These offenses must be separated into two categories: Murder and Non-Negligent Manslaughter, and Negligent Manslaughter.

Murder and Non-Negligent Manslaughter is defined as the willful (non-negligent) killing of one human being by another.

Negligent Manslaughter is defined as the killing of another person through gross negligence.

2. Sex Offenses

For sex offenses only, definitions from the FBI's National Incident-Based Reporting System (NIBRS) Edition of the UCR are used. These offenses must be separated into two categories: forcible and non-forcible. Do not differentiate between attempted and completed sex offenses in your statistical disclosures. For all sex offenses, **count one offense per victim**.

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

- **Forcible Rape** is 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). This offense includes the forcible rape of both males and females.
- **Forcible Sodomy** is oral or anal sexual intercourse with 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.

- **Sexual Assault With an Object** is 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. An object or instrument is anything used by the offender other than the offender's genitalia. Examples are a finger, bottle, handgun, stick, etc.
- **Forcible Fondling** is 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. Forcible fondling includes "indecent liberties" and "child molesting." [UCR State Program Bulletin 02-1, March 2002, pg. 36]

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

- **Incest** is non-forcible sexual intercourse between persons who are related to each other within the degrees wherein marriage is prohibited by law.
- **Statutory Rape** is non-forcible sexual intercourse with a person who is under the statutory age of consent. If force was used or threatened, or the victim was incapable of giving consent because of his/her youth, or temporary or permanent mental impairment, the offense should be classified as forcible rape, not statutory rape.

3. Robbery

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

4. Aggravated Assault

Aggravated assault is 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.

5. Burglary

Burglary is the unlawful entry of a structure to commit a crime or a theft. The UCR classifies offenses locally known as Burglary (any degree); unlawful entry with intent to commit a larceny or felony; breaking and entering with intent to commit a larceny; housebreaking; safecracking; and all attempts at these offenses as Burglary. **Count one offense per each distinct operation.**

6. Motor Vehicle Theft

Motor vehicle theft is the theft or attempted theft of a motor vehicle. **Count one offense for each stolen vehicle.**

7. Arson

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

Hate Crimes

Your institution must include, by geographic location and by category of prejudice, any of the aforementioned offenses, **and any other crime involving bodily injury** reported to local police agencies or to a campus security authority, that manifests evidence that the victim was intentionally selected because of the perpetrator's bias. Note that unlike the previously discussed offenses, "any other crime involving bodily injury" is not a UCR term. Include in this category all applicable crimes with the exception of Aggravated Assault (Aggravated Assault is a separate crime category). The categories of bias are:

- **Race.** A preformed negative attitude toward a group of persons who possess common physical characteristics (e.g., color of skin, eyes, and/or hair; facial features, etc.) genetically transmitted by descent and heredity which distinguish them as a distinct division of humankind (e.g., Asians, blacks, whites).
- **Gender.** A preformed negative opinion or attitude toward a group of persons because those persons are male or female. Gender bias is also a Clery Act-specific term, not found in the FBI's Hate Crime Data Collection Guidelines.
- **Religion.** A preformed negative opinion or attitude toward a group of persons who share the same religious beliefs regarding the origin and purpose of the universe and the existence or nonexistence of a supreme being (e.g., Catholics, Jews, Protestants, atheists, Muslims).
- **Sexual orientation.** A preformed negative opinion or attitude toward a group of persons based on their sexual attraction toward, and responsiveness to, members of their own sex or members of the opposite sex (e.g., gays, lesbians, heterosexuals).
- **Ethnicity/national origin.** A preformed negative opinion or attitude toward a group of persons of the same race or national origin who share common or similar traits, languages, customs and traditions (e.g., Arabs, Hispanics).
- **Disability.** A preformed negative opinion or attitude toward a group of persons based on their physical or mental impairments/challenges, whether such disability is temporary or permanent, congenital or acquired by heredity, accident, injury, advanced age or illness.

Arrests or Disciplinary Referrals for Illegal Weapons Possession and Substance Law Violations

In addition to disclosing statistics for the aforementioned offenses, the Clery Act requires institutions to disclose both the number of arrests and the number of persons referred for disciplinary action for:

1. Illegal weapons possession;

Illegal Weapons Possession is defined as 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. This classification encompasses weapons offenses that are regulatory in nature. Include in this classification: manufacture, sale, or possession of deadly weapons; carrying deadly weapons, concealed or openly; using, manufacturing, etc., of silencers; furnishing deadly weapons to minors; aliens possessing deadly weapons; and attempts to commit any of the above.

2. Drug law violations;

Drug Law Violations. This is defined as 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. The relevant substances include: opium or cocaine and their derivatives (morphine, heroin, codeine); marijuana; synthetic narcotics—manufactured narcotics which can cause true addiction (Demerol, methadone); and dangerous non-narcotic drugs (barbiturates, Benzedrine).

3. Liquor law violations.

Liquor Law Violations. This is defined as the violation of state or local laws or ordinances prohibiting the manufacture, sale, purchase, transportation, possession, or use of alcoholic beverages, not including driving under the influence and drunkenness. Include in this classification: the manufacture, sale, transporting, furnishing, possessing, etc., of intoxicating liquor; maintaining unlawful drinking places; bootlegging; operating still; furnishing liquor to a minor or intemperate person; underage possession; using a vehicle for illegal transportation of liquor; drinking on train or public conveyance; and attempts to commit any of the above.

Referred for Disciplinary Action is defined as the referral of any person to any official who initiates a disciplinary action of which a record is kept and which may result in the imposition of a sanction.

Crime Statistics: January 1, 2011 through December 31, 2011

	On Campus	Residential Facilities (A Subset of On Campus)	Non-Campus Property	Public Property
Murder/Non-Negligent	0	0	0	0
Negligent Manslaughter	0	0	0	0
Sex Offenses Forcible	11	11	3	0
Sex Offenses Non-Forcible	0	0	0	0
Robbery	1	0	0	0
Aggravated Assault	0	0	0	0
Burglary	16	10	0	0
Motor Vehicle Theft	0	0	0	0
Arson	0	0	0	0
Liquor Law Arrest	10	10	2	7
Liquor Law Violations (Disciplinary Action)	153	143	7	2
Drug Law Arrests	28	27	2	0
Drug Law Violations (Disciplinary Action)	73	68	2	0
Illegal Weapons Possession Arrests	0	0	0	0
Illegal Weapons Possession Violation (Disciplinary Action)	4	1	0	0

Hate Crimes: There were no Hate Crimes reported during 2011.

Crime Statistics: January 1, 2010 through December 31, 2010

	On Campus	Residential Facilities (A Subset of On Campus)	Non-Campus Property	Public Property
Murder/Non-Negligent	0	0	0	0
Negligent Manslaughter	0	0	0	0
Sex Offenses Forcible	8	7	0	1
Sex Offenses Non-Forcible	0	0	0	0
Robbery	2	1	0	0
Aggravated Assault	2	0	0	0
Burglary	35	28	1	0
Motor Vehicle Theft	0	0	0	0
Arson	0	0	0	0
Liquor Law Arrest	39	27	1	2
Liquor Law Violations (Disciplinary Action)	267	235	4	2
Drug Law Arrests	32	25	4	1
Drug Law Violations (Disciplinary Action)	55	51	7	0
Illegal Weapons Possession Arrests	1	1	0	0
Illegal Weapons Possession Violation (Disciplinary Action)	3	2	1	0

Hate Crimes: There were no Hate Crimes reported during 2010.

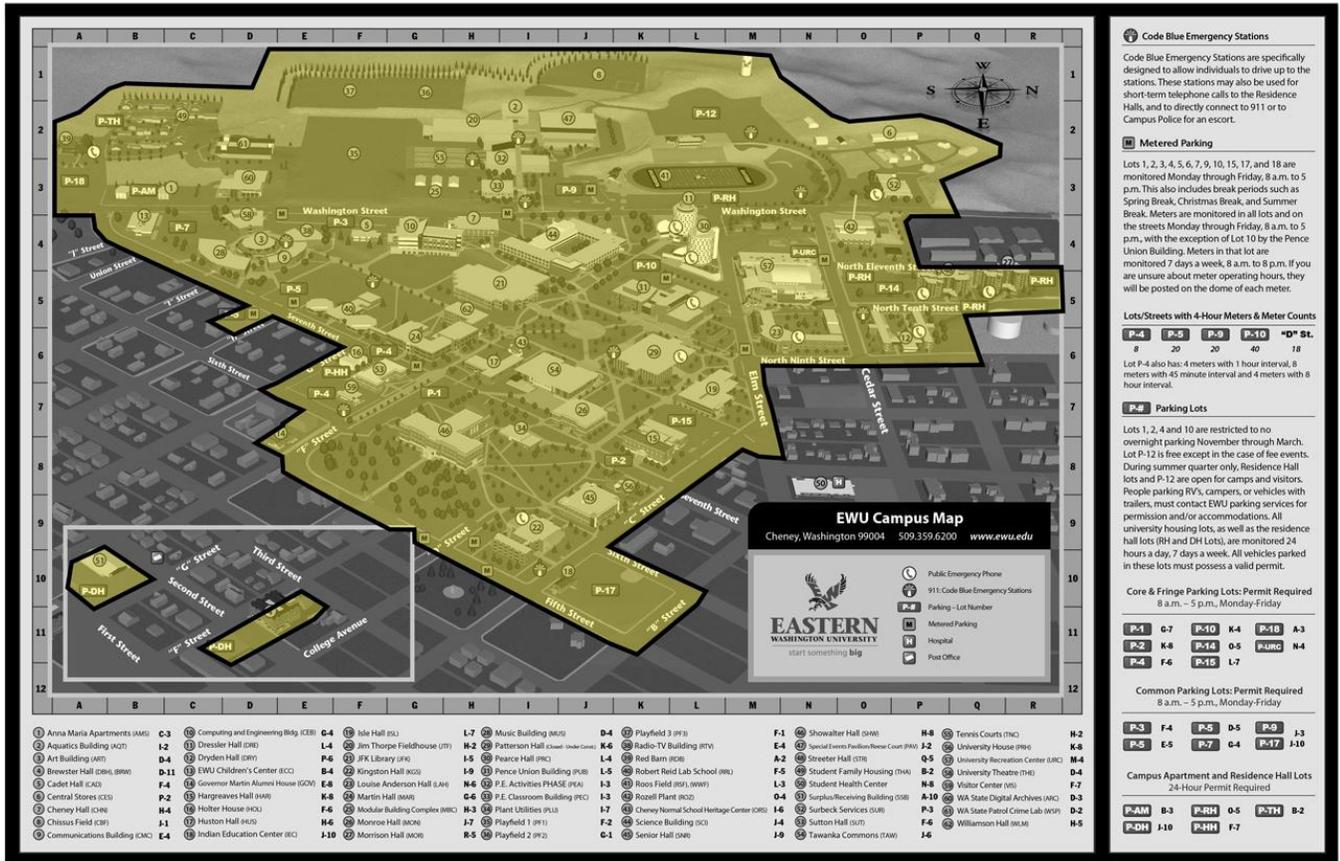
Crime Statistics: January 1, 2009 through December 31, 2009

	On Campus	Residential Facilities (A Subset of On Campus)	Non-Campus Property	Public Property
Murder/Non-Negligent	0	0	0	0
Negligent Manslaughter	0	0	0	0
Sex Offenses Forcible	2	0	0	0
Sex Offenses Non-Forcible	0	0	0	0
Robbery	1	0	0	0
Aggravated Assault	0	0	0	0
Burglary	8	4	0	0
Motor Vehicle Theft	0	0	0	0
Arson	0	0	0	0
Liquor Law Arrest	37	30	24	1
Liquor Law Violations (Disciplinary Action)	206	191	11	0
Drug Law Arrests	45	41	0	0
Drug Law Violations (Disciplinary Action)	77	75	0	0
Illegal Weapons Possession Arrests	0	0	0	0
Illegal Weapons Possession Violation (Disciplinary Action)	0	0	0	0

Hate Crimes: There was one hate crime reported in 2009. It was intimidation and vandalism with a sexual orientation bias in an on-campus residence hall.

Clery Map – EWU Cheney Campus

The map below shows the Clery reportable areas on the EWU Cheney Campus, otherwise known as EWU main campus. Please note the EWU property owned on and around Badger Lake is not shown on the map but it is a Non-Campus Street location for reporting purposes.



Fire Report

Fires in Student Housing Facilities on Campus

On-Campus Housing Facility	2009	2010	2011
Anna Maria Apartments	0	0	0
Dressler Hall	0	0	0
Dryden Hall	0	0	0
Louise Anderson Hall	0	0	0
Morrison Hall	0	0	0
Pearce Hall	0	0	0
Streeter Hall	0	0	0
Student Family Housing	1	0	0
Holter House	0	0	0

Fire Details

There was one reported student housing facility fire in 2009. The fire was in the Student Family Housing located at 620 W. 7th Street, Cheney, WA 99004, on 11/21/09. The cause of the fire was a grease fire, with \$1,200.00 worth of damage and no deaths and no injuries to report.

Fire Safety Systems

On-Campus Housing Facility	Fire Alarm Systems	Detectors	Sprinkler Systems	Other
Anna Maria Apartments	No	Yes	No	N/A
Dressler Hall	Yes (common areas)	Yes (sleeping rooms)	No	N/A
Dryden Hall	Yes (with audio)	No	Yes (mechanical rooms only)	N/A
Louise Anderson Hall	Yes (common areas)	No	No	N/A
Morrison Hall	Yes (with audio)	No	Yes (mechanical rooms only)	N/A
Pearce Hall	Yes (common areas)	Yes (sleeping rooms)	No	N/A
Streeter Hall	Yes (with audio)	No	Yes (mechanical rooms only)	N/A
Student Family Housing	No	Yes	Yes (sleeping rooms)	N/A
Holter House	No	Yes	No	N/A

Fire Drills Held

On-Campus Housing Facility	2009	2010	2011
Anna Maria Apartments	0	0	0
Dressler Hall	6	6	1
Dryden Hall	6	6	1
Louise Anderson Hall	6	6	1
Morrison Hall	6	6	1
Pearce Hall	6	6	1
Streeter Hall	6	6	1
Student Family Housing	0	0	0
Holter House	0	0	0

Fire Polices

Fire Alarms and Drills

Fire drills were conducted twice each quarter for 2009 and 2010. For 2011, there was one scheduled fire drill, at the beginning of the school year, for residence halls. The organized fire drills are to familiarize each resident with the safe and proper exiting procedure and route to evacuate the building promptly. All occupants will leave the building. Anyone not exiting will be referred for disciplinary action.

Fire Equipment

Injuring or tampering with fire alarm apparatus or equipment – sounding false alarm of fire (CFR 9.40.100) is prohibited and punishable by disciplinary action, fines, and/or possible legal action. Disciplinary action will be taken on individuals who sound a false fire alarm. Fire extinguishers are strategically located throughout each residence hall. Carefully follow the instructions on the extinguisher and use them ONLY in the event of a fire. Exit signs are considered fire equipment.

Fire Safety

Hallways and exits must be kept free of furniture or other objects such as floor rugs. Fire doors are not to be blocked open for any reason. They are designed to prevent the spread of smoke and flames in case of fire. Decorative materials for general use or holiday decoration should be nonflammable. Do not cover hallway light fixtures and fire exit signs. Posters and flyers should not be posted in the elevators.

Electrical appliances can be fire hazards. Do not leave coffee pots, etc., unattended, even for a short time. Do not leave stoves unattended while cooking. Remember to turn off the stove and unplug irons before leaving the kitchen and laundry rooms. Barbecuing is not allowed on the balconies. Open flame devices present an unacceptable risk in a residence hall setting. Therefore, university policy prohibits the use of candles, incense, simmering potpourri, solid fuel devices, kerosene lamps, open burning elements (tabletop stoves), toasters and other open flame devices in the residence halls. Decorative candles are discouraged and must not be used. Furthermore, torchiere halogen lamps and five light floor lamps are also prohibited. Both lamps reach very high temperatures and can ignite nearby combustible

materials. Students will be asked to remove these items. Refusal to comply with reasonable requests to remove these items or repeated violation of this policy may result in disciplinary action or fines.

Student Housing Evacuation Procedures

When the fire alarm sounds, follow these instructions:

- Wear a coat and shoes.
- Leave lights on.
- Close window.
- Close and lock door.
- Exit by emergency stairway only. If you encounter smoke, stay low. Oxygen is near the floor.
- Knock on doors on your way to the fire exit to alert neighbors.
- Do not use the elevator.
- Do not re-enter the building until you are directed to do so by a staff member.

Because fire alarms need to be taken seriously, it is important that everyone leave the building during an alarm. There is a fine and possible disciplinary charges for failure to evacuate the building. If you have any questions about the fire drill procedure, consult with your CA or RLC/GCD. Propping of any doors may result in a fine.

Reporting Fires

All fires or possible fires must be reported to the Eastern Washington University Police Department. This can be done by calling 911 in the event of an emergency or dispatch at 509.535.9233. In addition to the Eastern Washington University Police Department, fires may also be reported to the on-call RLC's, Chief Housing Officers – Josh Ashcroft, Dean of Students – Dr. Amy Johnson, and apartment managers – Wade & Ericka Neilsen or Ryan & Cassidi Bushman.

Improvements in Fire Safety

All EST3 Signature Fire Alarm Systems are networked through the campus Fireworks life safety system and monitored 24 hours a day by a local dispatch center.

The university takes the welfare of its students very seriously and wherever possible the best fire and life safety systems are implemented. As EWU moves forward, systems are installed that meet and exceed current code requirements. Currently, Pearce Hall and Dressler Hall are undergoing system

upgrades to add reportable fire alarm detection devices that report directly to the dispatch center in each dorm room. The university standards are constantly being raised and with each new construction project the welfare of our populace is improved.

Distant Learning Locations

Eastern Washington University has numerous Distant Learning Locations for the students to attend. To find the Annual Safety and Fire Report for locations other than EWU Cheney main campus, please see those individual schools or follow the links provided.

WSU/EWU Riverpoint Campus

665 N. Riverpoint Blvd.

Spokane, WA 99202

http://spokane.wsu.edu/services/Facilities/Safety_Security/security.html

Clark College

1933 Ft. Vancouver Way

Vancouver, WA 98663

http://www.clark.edu/about_clark/security/annual_crime_report.php

Pierce College

1601 39th Ave. Southeast

Puyallup, WA 98374

<http://www.pierce.ctc.edu/studentlife/safety/reports>

Bellevue Community College

3000 Landerholm Circle SE

Bellevue, WA 98007

<http://bellevuecollege.edu/publicsafety/reports/>

South Seattle Community College

6000 16th Ave. SW

Seattle, WA 98106

<http://www.southseattle.edu/documents/security/crime-stats.pdf>

Everett Community College

2000 Tower Street

Everett, WA 98201

http://www.everettcc.edu/uploadedFiles/College_Administration/Campus_Operations/Security/Campus_Safety/handbook%20campus%20safety%20reporting.pdf

Yakima Valley Community College

16th & Nob Hill Blvd

Yakima, WA 98907

<http://www.yvcc.edu/FutureStudents/Resources/ParkingSecurity/Pages/PublicCriminalInformation.aspx>

North Seattle Community College
9600 College Way North
Seattle, WA 98103
<https://northseattle.edu/safety/safety-security-nscc#2>

Lake Washington Institute of Technology
11605 132nd Ave. NE
Kirkland, WA 98034
http://www.lwtech.edu/Documents/Administrative/Safety%20and%20Security/Cleary_Crime_Report_Oct2010.pdf

Notes and Additional Recommended Resources

Eastern Washington University Student Handbook; Office of Admissions, 101 Sutton Hall.

Residential Living Guide; Residential Life, 122 Showalter Hall.

Alcohol, Drugs, and the University Campus; EWU Substance Abuse Prevention Center, 122 Showalter Hall

Substance Abuse Prevention Center; 122 Showalter Hall.

Acquaintance/Date Rape Education and Prevention; EWU Women's Center, 207 Monroe Hall.

The Handbook for Campus Crime Reporting: <http://www2.ed.gov/admins/lead/safety/handbook.pdf>

Important Numbers

Emergency	911
EWU Police	509.535.9233
Automated Answering System	509.359.6300
Police Dispatch	Option 1
Police Officer Assistance	Option 2
Police Administration/Records	Option 3
EWU Rape 24-hour Crisis Line	509.359.RAPE
EWU Violence Prevention-Victim Advocate	509.359.6429
Spokane Sexual Assault Center	509.624.RAPE
Counseling and Psychological Services	509.359.2366
EWU Substance Abuse Prevention/CARE/Student Health	509.359.4279
EWU Women's Studies Center	509.359.2847
Poison Center (toll-free)	800.732.6985
Poison Center (toll-free) TDD	800.572.0638

The Employee Assistant Program (EAP) is available for EWU staff that needs assistance. Check the EWU website for the contact information or contact Human, Resources, Rights, and Risk at 509.359.2381.