
2011 Clery Act & Fire Safety Report

The Jeanne Clery
Disclosure of
Campus security
Policy and Campus
Crime Statistics Act

Portland State University

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The Annual Clery Act Report

Each year on October 1, Portland State University produces a report of crime statistics and University policies, procedures and programs related to campus safety and security issues. We hope that you will find the information in this document helpful to you and that it will answer questions you may have about crimes occurring on campus, fire safety and other concerns of a personal safety nature.

-The management and employees of the Portland State University Campus Public Safety Office

Introduction

The Jeanne Clery Disclosure Act of Campus Security and Campus Crime Statistics Act (the Clery Act) requires that post-secondary schools, participating in Title IV student financial aid programs, publish a statistical report of crimes occurring on or near the institution's campus and provide information about security policies, procedures and programs. The intent of the report is to inform you of the extent of reported crimes occurring in the previous calendar year. Data is collected from a variety of sources, including local law enforcement and University departments such as the Campus Public Safety Office, the Dean of Student's Office, University Housing, University Athletics and the Student Health and Counseling Services.

The report also includes data from two years prior to the most recent year. In the case of this particular report you will see data for calendar years 2010, 2009, and 2008.

Crime Statistics

Reportable Areas

The information is divided into groups based upon the type of crime being reported and the areas where the incident occurred. For example, the Portland State University (PSU) campus is divided as follows:

1. On-Campus – this includes;
 - a. All buildings, facilities, streets, parks and other areas; but not residence halls
 - b. Residence Halls
 - c. A combined total for all on-campus locations and residence halls
2. Non-Campus – This area includes buildings and facilities that are near campus or are either owned or controlled by the University, such as fraternities, sororities, cooperative housing facilities, rented classrooms and other administrative facilities that are used for student activities.
3. Public Property – This area can be described as public streets that run through the campus, or form the border of campus. If portions of the bordering streets were not accessible because of a fence or other obstructions, then those portions would not be included in the annual report. PSU does not have any obstructions that would exclude a portion of its bordering streets from inclusion in the annual report.

The far right column of the statistical report shows an overall total for each crime. This column sums the number of reported incidents for each of the three zones listed above.

Hierarchy Rule

When we examine incidents to determine if they should be included in the annual report, a portion of the Clery Act called the Hierarchy Rule comes into effect. Occasionally, a person who is arrested may have committed more than a single offense. The Hierarchy Rule requires in this situation that we count the offense which is of the most serious nature and not count an offense of lesser significance. For example, if a person committed in the course of a single act, a burglary and a murder, then only the murder would be counted. An exception to this rule exists for hate crimes. If a person commits any reportable offense and while doing this also commits a hate crime, then both incidents will be reported.

Reportable Crimes

The Clery Act requires that participating schools collect data on a specific list of crimes. These crimes are listed here; however a more thorough description of each crime is give at the end of this document. You will also notice a column beside each of the crimes that indicates how the numbers are to be tallied.

Crimes	Number of
• Homicide and non-negligent manslaughter	Victims
• Negligent manslaughter	Victims
• Forcible sex offenses	Victims
• Non-forcible sex offenses	Victims
• Robbery	Incident
• Aggravated assault	Victims
• Burglary	Incident
• Motor vehicle theft	Vehicles
• Arson	Incidents
• Hate crimes	Hate Crimes
• Liquor, drug and weapon law offenses	Arrests

In the case of liquor, drug and weapon offenses the number are tallied in two groups. The first set of numbers is for those individuals who are arrested and the second is for those who received University disciplinary sanctions alone. This is not a distinction between breaking the law and not breaking the law, the number in both groups are the result of a violation of the law. Rather it is an attempt to reflect the actual impact of liquor, drug and weapon violations occurring in the campus community even when the incident does not result in an arrest. Although an officer or the district attorney may choose not to prosecute an individual for one of these offenses because there is insufficient evidence to reach a conviction, the University may still sanction the individual because the standard for conviction in a civil proceeding is less than what is required for convictions in criminal proceedings.

Excluded Crimes

In some cases an incident that is report as a crime may not be included in the annual report. Each of the following five standards must be met for an incident to be included in the annual report:

1. **Reported to the Proper Authorities** – The incident must be reported to law enforcement or a person who, according to the Clery Act, is defined as a Campus Security Authority. A person designated as a Campus Security Authority does not only mean a person employed by the University security department. The term is applied to any person who works for the University in a paid or volunteer status and has significant responsibility for student activities. For example, professors, student advisors, resident assistance, coaches for University Athletics and person who perform security functions at campus recreational facilities. If you are someone whom a student reasonable believes that he or she can report a crime to and expect that the matter will be addressed directly through your intervention or that you will contact law enforcement for a response, then you are a Campus Security Authority.
2. **Listed Crimes** – The crime must be one of those listed in the Clery Act as a reportable crime. (See the list above)
3. **Reportable Area** – The crime must be occurred in one of the reportable areas. Every reportable crime occurring within the boundaries of campus is in the reportable area. The two remaining areas are a little more difficult to define. Perimeter streets are described in the following way: “Sidewalk – Street – Sidewalk”. This means that a reportable crime occurring on the sidewalk on either side of a perimeter street is reportable as are incidents occurring in the street. But an incident occurring in a building (a privately owned store) on the distant side of a perimeter street would not be included. Unfortunately, most law enforcement agencies do not distinguish where a crime occurs with this degree of detail. Crimes are usually located by street and house numbers. With regard to Non-Campus Buildings, such as fraternities and sororities, crimes occurring in those buildings or on the property of that location are reportable. Incidents occurring on the sidewalk or on streets in front of that building would not be including.
4. **Made in Good Faith** – For an incident to be included there must be a determination that the report is made in food faith. Supporting evidence makes this determination easy, but such evidence is not always available. In such a case the credibility of the person making the report is considered. When the incident is reported to us through a law enforcement agency, we assume that this determination has already been made.
5. **No Unfounded** – If the case of a particular incident, law enforcement determines that the incident could not have occurred or did not occur, i.e., a false report, the crime would not be included in the annual report.

Security Policies, Procedures and Programs

The Portland State University Campus Public Safety Office places campus security and safety as important priorities. The Campus Public Safety Office will strive to provide students with a safe environment in which to learn. It is also important to keep students, parents and employees well informed about campus security. These goals are advanced by compliance with the Crime Awareness and Campus Security Act of 1990 (20 U.S.C. § 1092(f)). Compliance with this act, also known as the Clery Act, provides students and families with the information they need to make informed decisions.

It will be the responsibility of the Director of Campus Public Safety to ensure the University complies with the mandates of the Clery Act through written procedures and training. Among other

resources available, the Director of Campus Public Safety will use the Clery Act itself, the following policy sections, and the most current edition of The Handbook for Campus Crime Reporting, published by the U.S. Department of Education, in developing the compliance procedures.

The Campus Public Safety Office will provide the campus community and the public with accurate statements of its current policies and practices regarding:

1. Procedures for students and others to report criminal actions or other emergencies occurring on campus.
2. Security of and access to campus facilities.
3. Campus law enforcement.

The Portland State University Campus Public Safety Office will keep campus records and may request records from other law enforcement agencies in order to:

1. Keep records of crimes reported to campus law enforcement and/or security authorities.
2. Obtain certain crime statistics from appropriate law enforcement agencies to include in an annual security report and the Web-based report to the U.S. Dept. of Education (34 C.F.R. § 668.46(c)(9)).
3. Maintain a daily crime log open to public inspection (34 C.F.R. § 668.46(f)).

The Portland State University Campus Public Safety Office will provide campus community members with information necessary to make informed decisions about their safety by providing the following:

1. A timely warning of any crime that might represent an ongoing threat to the safety of students or employees (34 C.F.R. § 668.46(e)).
2. Access to the crime log during normal business hours.
3. Publish an annual security report and distribute it to all current students and employees.
4. Inform prospective students and employees about the content and availability of the report (34 C.F.R. § 668.46(b)).
5. Inform the campus community where to obtain information about registered sex offenders (see Megan's Law Policy § 356).
6. Submit the Portland State University institution's crime statistics to the U.S. Dept. of Education through the Web-based data collection system (34 C.F.R. § 668.41(e)(5)).

Crime Definitions

- **Homicide and non-negligent manslaughter** – is the willful killing of one human being by another.
- **Negligent manslaughter** – is the killing of another person by gross negligence.
- **Forcible sex offenses** – 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
 - Forcible Sodomy
 - Sexual Assault with an Object

- Forcible Fondling
- **Non-forcible sex offenses** – are incidents of unlawful, non-forcible sexual intercourse. Only two types of offenses are included in this definition:
 - Incest
 - Statutory Rape
- **Robbery** – is the taking or attempt 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** – is an unlawful attack by one person upon another for the purpose of inflicting severe or aggravated bodily injury.
- **Burglary** – is the unlawful entry of a structure to commit a felony or a theft.
- **Motor vehicle theft** – is the theft or attempted theft of a motor vehicle.
- **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** – any of the aforementioned offenses, and any other crimes 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. Categories of bias are:
 - Race
 - Gender
 - Religion
 - Sexual Orientation
 - Ethnicity / Nation Origin
 - Disability
- **Liquor, drug and weapon law offenses** – any violation of liquor, drug or weapon laws. Driving Under the Influence of Intoxicants (DUI) is not reportable because it is a driving crime and not a liquor crime unless the drive is also a minor or the means of intoxication is an illegal drug.

2010 Crime Statistics & 3 Year Comparable

Portland State University 2010 Clery Stats					
Offense	**Total Count of On- Campus Crimes	PSU Property (Not Residence Halls)	Residential Halls	Public Property	Non- Campus Building
Murder/Non-Neg. Manslaughter	0	0	0	0	0
Negligent Manslaughter	0	0	0	0	0
* Forcible Sex Offenses	4	0	4	2	0
Non-Forcible Sex Offenses	0	0	0	0	0
Robbery	1	1	0	5	0
Aggravated Assault	3	2	1	7	0

Burglary	41	32	9	0	0
* Motor Vehicle Theft	13	13	0	20	0
Arson	5	2	3	0	0
Bias Crimes	1	1	0	0	0
Liquor Violations					
Arrests	14	10	4	23	0
Referrals	363	0	363	0	0
Weapon Violations					
Arrests	2	2	0	0	0
Referrals	9	0	9	0	0
Drug Violations					
Arrests	34	22	12	8	0
Referrals	164	0	164	0	0
‡ Larceny-Theft					
‡ Simple Assault					
‡ Intimidation					
‡ Vandalism					
Race, Color					
Gender					
Religion, Anti-Semitic					
Sexual Orientation					
Ethnicity, National Origin					
Disability					
* Attempts Included					
‡ Offenses motivated by Bias					
** Total Count of On-Campus Crimes (PSU Property and Residential Halls)					

PORTLAND STATE UNIVERSITY					
3 YEAR CLERY CRIME STATS					
Classification	Year	On Campus	‡ Residential Halls	Public Property	Off-Campus
Murder / Non-Negligent Manslaughter	2010	0	0	0	0
	2009	0	0	0	0
	2008	0	0	0	0
Negligent Manslaughter	2010	0	0	0	0
	2009	0	0	0	0
	2008	0	0	0	0

Forcible Sex Offenses*	2010	4	4	2	0
	2009	2	2	0	0
	2008	2	1	1	0
Non-Forcible Sex Offenses	2010	0	0	0	0
	2009	0	0	0	0
	2008	0	0	0	0
Robbery	2010	1	0	5	0
	2009	1	1	6	0
	2008	3	1	5	0
Aggravated Assault	2010	3	1	7	0
	2009	1	0	2	0
	2008	2	2	6	0
Burglary	2010	41	9	0	0
	2009	39	14	0	0
	2008	26	8	0	0
Motor Vehicle Theft*	2010	13	0	20	0
	2009	8	1	11	0
	2008	15	1	16	0
Arson	2010	5	3	0	0
	2009	2	1	2	0
	2008	3	2	1	0
Liquor Law Arrests	2010	14	4	23	0
	2009	18	14	19	0
	2008	4	0	9	0
Liquor Law Referrals	2010	363	363	0	0
	2009	250	250	0	0
	2008	203	197	0	0
Weapon Possession Arrests	2010	2	0	0	0
	2009	3	0	1	0
	2008	1	0	2	0
Weapon Possession	2010	9	9	0	0

Referrals	2009	1	1	0	0
	2008	1	0	0	0
Drug Law Arrests	2010	34	12	8	0
	2009	14	3	11	0
	2008	16	0	9	0
Drug Law Referrals	2010	164	164	0	0
	2009	109	109	0	0
	2008	58	50	0	0
Hate/Bias Crimes^	2010	1	0	0	0
	2009	0	0	1	0
	2008	1	0	1	0
‡On Campus Residential Bldg. are included in On-Campus count. - Bias/Hate Crimes are associated with PART 1 Crimes, Larceny, Simple Assault, Intimidation and Destruction, Damage, or Vandalism of Property - Statistic numbers are based on local police, public safety, and university official data. *Attempts Included					

Annual Fire Safety Report

2010 is the second year that we have been required to provide statistical information about fires occurring within the University residence halls. The report contains information about the number and location of such fires, evacuation plans for the residence halls, fire safety educational opportunities and specific University policies, procedures and programs related to these matters. If you live in or visit the residence halls, please familiarize yourself with this information and contact Residence Hall RA's (Residential Advisors) working in your building or to answer any questions you may still have.

Fire Statistics

During the calendar year 2010, Portland State University had thirty (30) fire incidents in on-campus residence halls.

2010 Fire Incidents in Portland State University Residential Halls						
Location	of Fires in Each	Case Number	Cause of Fire	Injuries	Deaths	Damage*
Blackstone	1	10-5001	Unintentional: Ash tray can fire	0	0	\$0
Blumel**	5	10-0237	Intentional: Arson: Attempt to burn paper on bulletin board.	0	0	\$0
		10-0286	Intentional: Arson: Attempt to burn paper on bulletin board.	0	0	\$0
		66194	Unintentional: Someone threw burning material into garbage can outside lobby.	0	0	\$0
		53623	Undetermined: Smoke	0	0	\$0
		10-5115	Unintentional: Burnt food	0	0	\$0
Broadway	10	10-5056	Unintentional: Burnt food	0	0	\$0
		10-0087	Unintentional: Male seen throwing lit fireworks out the window.	0	0	\$0
		10-5253	Unintentional: Washing Machine	0	0	\$0
		10-5278	Unintentional: Burnt food	0	0	\$0
		10-5417	Unintentional: Burnt food	0	0	\$0
		10-5444	Unintentional: Burnt food	0	0	\$0
		10-5449	Unintentional: Marijuana Smoke	0	0	\$0
		10-5451	Unintentional: Burnt food	0	0	\$0
		10-5462	Unintentional: Dumpster Fire-Determined that dumpster is too close to smoking area.	0	0	\$0
		10-5475	Unintentional: Hot plate melts carpet floor	0	0	\$0

King Albert	1	10-0310	Intentional: Arson: Mop on Fire outside building lobby	0	0	\$0
Montgomery	1	10-5447	Unintentional: Cooking Fire	0	0	\$0
Ondine	6	10-5193	Unintentional: Burnt food	0	0	\$0
		10-5324	Unintentional: Burnt food	0	0	\$0
		10-5345	Unintentional: Unable to locate smell-possible burnt food.	0	0	\$0
		10-5365	Unintentional: Washing Machine motor went out	0	0	\$0
		10-5379	Unintentional: Burnt food	0	0	\$0
		63296	Unintentional: Fire in generator room	0	0	\$0
Parkway		10-5465	Unintentional: Burnt food	0	0	\$0
Stephen Epler	4	53228	Unintentional: Outside trash can	0	0	\$0
		10-5207	Unintentional: Burnt food	0	0	\$0
		10-0262	Unintentional: Burnt food	0	0	\$0
		10-5270	Unintentional: Stove Fire	0	0	\$0
St. Helens	2	10-0387	Unintentional: Trash can fire outside Res Hall.	0	0	\$0
		10-5466	Unintentional: Burnt food	0	0	\$0
Stratford	0	-	-	-	-	-
**Blumel aka West Hall						
*Damage under \$2,500 not claimed						

On-Campus Student Housing Facility Fire Safety System

The flooring chart lists the fire safety system for each on-campus student housing facility. Some of the terms are described in more detail immediately after the chart.

The chart below lists the fire safety system for each on-campus student housing facility.

Residential Hall	Fire Alarm Monitoring	Fire Alarm has Voice Evacuation w/ PA	Egress Coverage	Egress Lighting	**Fire doors & rates Corridors	Back-up Generator: Emerg. Egress Ser. & Fire Systems	Partial *1 Sprinkler System	Full *2 Sprinkler System	Back-up Water Tank	Fire Pump	*Smoke Control	Smoke Detectors w/ local battery	Smoke Detectors supervised: fire alarm & battery back-up	Fire Hose Pipes w/ Hose Cabinets	Fire Escape Ladders	Evacuation Plans	***Elevators w/ Fire Recall	Fire Phone Service or Floor Rescue Comm. System	Number of Evacuation drills
Blackstone	x		x	x			x					x		x	x	x			2
Blumel	x	x	x	x		x		x				x		x		x	x		2
Broadway	x	x	x	x	x	x		x	x	x	x		x	x		x	x	x	2
King Albert	x		x	x			x					x		x	x	x			2
Montgomery	x		x	x	x		x					x		x	x	x			2
Ondine	x		x	x		x		x		x		x		x	x	x	x		1
Parkway	x		x	x			x					x		x	x	x			2
Stephen Epler	x		x	x	x	x		x		x		x		x		x	x	x	2
St. Helens	x		x	x			x					x		x	x	x			2
Stratford	x		x	x			x					x		x	x	x			1

*1 - Partial Sprinkler System is defined as having sprinklers in the common areas only.
*2 - Full Sprinkler System is defined as having sprinklers in both common areas and individual rooms.
*-Smoke Control is a system that manages smoke from a fire to help in the evacuation process.
** Corridors have equipment to prevent fire spread
*** Elevators respond to smoke detection around the elevator

Residence Hall Fire Drills

In order to protect the life safety of PSU students, PSU Residence Life holds quarterly Fire Drills within the first ten days of the academic quarter. These drills are coordinated through a partnership between Emergency Management and Residence Life. Furthermore, the Fire Drills provide a chance for University Housing Maintenance, Facilities and Planning, Environmental Health and Safety and Campus Public Safety to test their response plans and strategies in a coordinated effort.

Fire Alarm Evacuation Procedure for Residence Halls Staff

- **STUDENT STAFF:**
Immediately, call the Senior Staff member on duty and exit the building. Evacuate residents on their way out of the building. When leaving the area **make sure all fire doors are closed** (stairwells, lobbies, etc.). If there is evidence of fire or smoke move to safety immediately.

Instruct residents to move away from the building; to their designated safety zones. If comfort and safety of students become an issue then staff members should identify a location (Ondine lounge, Montgomery lounge, Blumel lounge) for unharmed students to relocate for official information and further assistance.

Meet at the outside entrance closest to the fire alarm panel and wait for further instructions from the Fire Department, Police, or a senior staff member.

After the Fire department has given the all clear, staff may be asked to check each resident room to assure that it is empty. Note any rooms where it is suspected that occupants remain or refuse to respond. Close room doors after each room has been checked. A senior staff member would coordinate these room checks.

- **SENIOR STAFF MEMBERS:**
 - **Immediately** go to the fire alarm enunciator panel. Note the location of the signal source. If there is evidence of fire or smoke leave immediately.
 - Follow the instructions of the Fire Department and/or Police. Available RAs will report at the entrance nearest the fire alarm panel.
 - **Verify the exact conditions** in the area noted on the enunciator panel (red lamp) as the alarm location.
 - If there is any doubt of the existence of smoke or fire, assume that fire exists. Leave the building. Remain available to the responding firefighters.
 - **After fire department personnel have verified the situation and when instructed to do so, silence and reset the system from the enunciator panel (Often the Fire Department will do this).**
 - If for any reason the system cannot be returned to normal, notify appropriate maintenance personnel.
- **IMPORTANT NOTES:**
 - An “All Clear” must be given before Students can re-enter the building. Only the Fire Department can give an “All clear.” Staff can announce an “All Clear” once the Fire Department has initiated it.
 - Every time EMS (Fire Department, Police, Ambulance, Paramedics) responds to the Residence Halls, The situation is documented on an Incident report and the Senior Staff should notify the Director of Residence or other administrative contact.
 - In the event of a real fire, the staff role is to cooperate with EMS officials and assist with crowd control. The Senior Staff member should identify a location (Ondine lounge, Montgomery lounge, Blumel lounge) for unharmed students to relocate for official information and further assistance.
- **EXTINGUISHERS**

Your fire extinguishers should be full. If not, contact Theresa Giambalvo, Maintenance Coordinator for University Housing or PSU Aux for (Broadway and Epler)

Learn How to P.A.S.S. with your fire extinguishers:

 1. Pull the pin.
 2. Aim the extinguisher nozzle at the base of the fire.
 3. Squeeze and press the handle.
 4. Sweep from side to side at the base of the fire until it goes out. Shut off the extinguisher. Watch for re-flash and reactivate the extinguisher, if necessary.

Fire Alarm Evacuation Procedure for students living in Residence Halls

- **FIRE ALARM EVACUATION**

When you hear the fire alarm, you must leave the building immediately. Do not use the elevators. If you see a fire, pull the handle on the nearest red fire alarm station in the

hallway. Do not attempt to fight the fire yourself. Use the nearest safe, smoke-free stairwell marked "EXIT." If you cannot find a safe exit, stay in your unit and make yourself obvious at the window for firefighters below. If you feel you must open a window, first place damp sheets or towels in the door crevices that open to the fire or smoky area to avoid fueling the fire. Fire drills may be held at least once per term, during which each resident MUST exit the building.

- **SPRINKLERS, SMOKE, AND HEAT DETECTORS**

Each student should be aware of the sensitivity of the sprinklers, smoke detectors, and heat detectors that are present in their room or hallways. These can be activated by heat, smoke, water, force, pressure, or sudden shock. When hallway smoke or heat detectors are triggered, they activate the building alarm system alerting residents, Campus Public Safety, and the Fire Department.

- **SMOKE DETECTORS**

Tampering with or disabling smoke detectors is prohibited and is in violation of state fire codes. It also puts the community at risk and is punishable by mandatory fines and/or a student conduct hearing. Tampering with smoke detectors may set off building alarm systems. If a resident is found to have tampered with a smoke detector, s/he will be monetarily responsible for the costs of emergency response and will be subject to student conduct action.

- **FIRE ALARMS, DRILLS, AND EMERGENCY EQUIPMENT**

Smoking, open flame cooking equipment, candles, incense or overtaxed electrical systems are the causes of most residence hall fires. Toxic gases in smoke, usually caused by burning plastic, can render a person unconscious in a few seconds. For these reasons, Residence Life has the following policies. In the event of fire, sound the nearest fire alarm and contact a hall staff member.

1. Tampering with fire equipment or damaging fire equipment, intentionally or accidentally (including but not limited to: sprinkler heads, smoke detectors, alarms/strobe lights, exit signs, pull stations, sprinkler systems, and extinguishers) is prohibited. Residents may be subject to a monetary fine and/or Contract cancellation.
2. Hanging items from sprinkler heads or pipes associated with sprinkler heads is prohibited.
3. Intentionally delaying, obstructing, or resisting any University Officer, including residence hall staff, or fire person in the performance or attempted performance of his/her duty, is prohibited.
4. A student must promptly vacate the building when a fire alarm is sounded. Notices of testing or repair will be posted in general common spaces of the building at least 24 hours prior to the sounding of an alarm during testing or repairs.
5. Purposely setting fire to University or private property is prohibited. In the event of a kitchen fire within your unit, please contact the University Housing Office to have the damage inspected.
6. Opening the exterior room door to allow smoke to enter the hallway and cause a general alarm that evacuates the residence hall is prohibited. Residents are encouraged to open the window within the room to allow smoke to escape.
 - a. It is prohibited to open the fire escape window inside the hallway and or access the fire escape except in the case of an emergency.
 - b.

This information about Residence Hall Fire Safety and Evacuation can be found:

- **UNIVERSITY HOUSING HANDBOOK**

- **HOUSING CONTRACT TERMS AND CONDITIONS**

Residence Hall Fire Safety Education and Training Programs

- August 2 & 5, 2010 - Summer Fire Drill Run: Through and drill with staff and students. Director of University & Residence Life, Campus Public Safety Office and others planned this event.
- September 2, 2010 - All staff training on Fire Safety. Session presented by Area Coordinator Nachel Glynn.
- September 23 & 24, 2010 - Fall Fire Drill run: through and drill with staff and students. Director of University & Residence Life, CPSO and others planned this event.
- November 18, 2010 - Dangers of Smoking Indoors: Hosted by Kirsten Keith (RA) Passive Bulletin Board for Parkway

Reporting a Fire Occurring in the University Student Housing Facility

Persons discovering a fire at a PSU on-campus residence hall should report the incident to the Portland Fire Department at (9-1-1) or the Campus Public Safety Office at 503-725-4404.

Fire Log

The Campus Public Safety Office maintains, available for public inspection upon request, a fire log, generated through calls for service for the Portland Fire Department (PFD), fire alarms, which dispatch records, listing all fires that occur in the residence hall. The report includes the nature, date, time and general location of each fire. The log may be viewed during business hours at the Campus Public Safety Office, Shattuck Hall, room 148, 1914 SW Park.

Policy, Procedure and Program Descriptions

The Portland State University-Campus Public Safety Office will provide the campus community and the public with accurate statements of its current policies and practices regarding:

1. Procedures for students and others to report criminal actions or other emergencies occurring on campus.
2. Security of and access to campus facilities.
3. Campus law enforcement.

Alcohol and Drug Abuse Education Programs

The University is committed to the provision of substance abuse education and prevention activities. In compliance with the Drug Free Schools Act Amendment of 1989, the University annually publishes and distributes to faculty and staff "An Information Guide to Alcohol and Other Drug Problems." Students are notified by the publishing of the same document in the Fall Quarter Schedule of Classes.

Counseling and Psychological Services and the Student Health Service provide students with a variety of information and services from pamphlets and presentations to assessment, consultation and referral for treatment. These services are available on a strictly confidential basis. Additional resources are listed in "Informed Choices," a brochure available in Counseling and Psychological Services.

The State of Oregon sets 21 as the minimum age to purchase or possess any alcoholic beverage. Specific ordinances regarding violations of alcohol laws, including driving while intoxicated, are available from the Department of Public Safety. Among those laws are the following:

1. Persons under age 21 found possessing alcohol may be given a maximum fine of \$182.00 and lose their license for one year.
2. Persons convicted of buying alcohol through fraudulent means face a possible \$1000 fine and/or one year in jail.
3. Persons convicted of furnishing alcohol to a minor face a \$350.00 fine for the first offense. Penalties for these offenses increase for second and subsequent offenses.

A violation of any law regarding alcohol is also a violation of the University's Student Code of Conduct and will be treated as a separate disciplinary matter by the University.

Alcohol Use Policy

As part of its educational mission, the University is committed to providing an environment, which promotes academic, social, and personal development and recognizes that faculty and staff all contribute to learning. The University holds the belief that the illegal use and abuse of alcohol, and the use of illegal drugs, poses a direct threat to its learning environment.

For students and employees over the age of 21, alcohol is a legal drug. While any moral implication of drinking are matters of personal choice, not policy, the University is committed to the promotion of an environment in which alcohol abuse is discouraged, the responsible use of alcohol is permitted, and the choice to drink is socially acceptable. This commitment will be the guiding factor in determining whether, and under what conditions, alcoholic beverages will be served at University-sponsored events. The University recognizes that the irresponsible use of alcohol places the individual and the community at a greater risk for injury, health problems, and other damage. Alcohol use is not an excuse for infringing on the rights of others or damaging University property. The University will pursue sanctions for alcohol-related misconduct, which may include requirements for seeking appropriate assistance for alcohol-related abuse.

Alcohol use by individuals under 21 is illegal, and this law will be enforced. Alcohol use on University-owned property and grounds is prohibited without the approval from the Vice Provost and Dean for Enrollment and Student Services (or designee), and the Vice President for Finance and Administration (or designee) for student events and the Vice President for Finance and Administration for all other events.

Guidelines for obtaining this approval and other provisions for serving alcoholic beverages are outlined on the "Request for Approval to Serve Alcoholic Beverages." All requests should be completed 15 days prior to the event for full consideration. A copy of the request approval must be posted at the event. It is strongly encouraged that promotional materials of events where alcohol will be available include notification that alcohol and non-alcohol alternatives will be served. This

permits participants to take appropriate precautions, for example, not bringing children to the event, or not attending the event if they are in recovery and feel this may threaten their ability to maintain sobriety.

It is the express policy of Portland State University to prohibit alcoholic consumption by employees, officers, or volunteers during normal working hours (or when performing normal job duties). Any exceptions to this provision will/must be approved in advance by the Vice President for Finance and Administration (or designee). Any behavioral problems resulting from the use of drugs/alcohol during normal working hours will be addressed as part of the disciplinary process.

All dispensing of alcoholic beverages at University-sponsored events held on or off-campus or community-sponsored events held on University property shall conform to provisions of applicable State, County, City, and University rules, directives and policies. This includes conforming to ALL licensing requirements directed by OLCC and coordinating with the OLCC license holder. Anyone providing his or her own alcoholic beverages is also subject to all policies and directives.

Events promoted in terms that suggest the primary focus of the event is to consume alcoholic beverages (e.g., "kegger") or encourage over-consumption ("all you can drink," "happy hours," "free drinks") are not consistent with the University's philosophy and are prohibited.

Whenever alcoholic beverages are served at University events, a variety of non-alcoholic beverages are to be offered and featured as prominently as the alcoholic beverages. For example, the non-alcoholic beverages will be sufficient and accessible, and presented as attractively as the alcoholic beverages, easily visible, and when possible, at a separate location. At such events, food must be available in quantities reflecting the number of persons to be served. If food or non-alcoholic beverages are no longer available, serving of alcohol will cease. Container sizes/servings will not exceed: one-ounce hard liquor, twelve-ounce beers, and six-ounce wine servings. Alcoholic beverage service will cease 30 minutes prior to the scheduled event's completion time.

University Physical Security & Access Control Policy

- A. The University is committed to the safety and security of all members of its community by maintaining the security of its facilities and physical environs. While the University will endeavor to maximize control of access to buildings and other facilities, it is the responsibility of University Access Control Advisory Committee to determine the mechanism used. It is the responsibility of each unit or department to determine who is entitled to request and obtain access to their respective areas and submit appropriate approvals to CPSO.
- B. The overall goal of the physical security and access control policy is to provide a reasonable level of security for the University and, at the same time, allow as much freedom of access as possible to the campus community. While maintaining a welcoming and hospitable campus environment, the University will control access to its facilities in an effort to accomplish the following objectives:
 1. promote and maintain the safety and security of University faculty, staff, students and visitors;
 2. prevent crime where possible, deter that crime that cannot be prevented, and provide tools and information to support investigations and law enforcement;
 3. protect University property and assets commensurate with their value;
 4. protect and secure University records;

5. protect the integrity and operation of University systems and related infrastructure;
 6. protect the integrity of University research projects; and
 7. provide governance for access control, safety, and surveillance decisions during normal day-to-day campus operations, campus construction, and remodeling of campus spaces.
- C. The purpose here is to establish policies pertaining to granting Access Devices to University facilities; assign responsibility of authorizing access; and implement procedures for the physical security and control of access that has been granted.

Scope and Policy Statements

- A. This policy is applicable to all University colleges, schools, organizations and departments as well as all users of University facilities and users working on behalf or at the behest of the University. It is applicable to all University used, owned or controlled facilities, rooms, grounds and enclosures.
- B. University, college, school, program, organizational and departmental policies, procedures, standards and work instructions are required to comply with this policy, with Federal, State and Local laws as well as with other University, OUS and Oregon State Board of Higher Education policies.
- C. The granting of Access Device credentials to University facilities shall be subject to the provisions herein.
- D. The Vice President for Finance and Administration or designee may authorize, in writing, brass keys for individuals with an authorized ongoing relationship with the University. The Director of Facilities and Planning (FAP) or designee may authorize, in writing, such brass keys as may be required to be issued to non-University individuals or entities to perform services for the benefit of the University.
- E. Access Devices Credentials may be granted to University faculty, staff, students, and to non-University individuals or entities authorized access to University facilities.
- F. Access may be implemented by the issuance of brass key, fob, code, card, or other Access Device credential, or code.
- G. FAP shall retain ownership of all brass keys and be the sole source for the manufacturing, cutting, duplication and issuance and return of all brass keys.
- H. CPSO shall be the source for Access Device and fob credential access permissions; Housing & Transportation Services shall be the source for tenant access. CPSO shall also be the sole source for access codes.
- I. Individuals to whom access to University facilities is granted are prohibited from duplicating issued Access Device Credentials, or from loaning or providing such Access Device Credentials to any other individual.
- J. Individuals violating the University physical and access control policy are subject to disciplinary sanctions, as further described under Section 3.108.
- K. Any individual issued an Access Device as herein provided accepts the responsibility for promptly notifying his/her immediate supervisor, CPSO, and FAP in the event the Access Device has been lost, stolen, or otherwise misplaced.
- L. Any costs associated with compromised building security or access to University properties, such as manufacturing replacement Access Devices or Access Device Credentials, are subject to the University's Schedule of Fine and Fees.
- M. Non-University individuals providing emergency services to the University shall contact CPSO for access.
- N. All spaces shall be able to be accessed by FAP and/or CPSO for maintenance or emergency needs.

- O. This policy shall be reviewed no less than every three years.

Definitions

- A. Access Control Systems. All systems used by University to control, manage and administer access to University buildings, rooms and spaces. Systems include all hardware, firmware, software and campus infrastructure used for access control purposes.
- B. Access Device Credentials. Brass keys, ID key cards, fob keys, proximity keys, codes and other access devices that will allow or control entry into University buildings, doors, rooms, etc.
- C. Essential and Highly Sensitive Systems. See the PSU Information Security Policy for definition.
- D. Facilities. Any University building, room, or area to which access is controlled by a key or other Access Device normally restricting access to same.
- E. Information Technology Infrastructure. All Information Technology hardware, firmware, software and network infrastructure required for campus access control system (s).
- F. Key. Generally, any access device designed to control access to University Facilities including brass keys, Access Device credentials, or codes. “Brass key” means a physical key made of metal issued by FAP used to open University door locks.
- G. University means Portland State University.
- H. University Officer means the authorizing authority or their designee.
- I. Written Authorization may include the use of electronic formats when approved in advance by the Director of CPSO and the dean or department head of the controlled space.

Directive, Authority and Jurisdiction

- A. For purposes of implementing the provisions of this policy, the President of the University designates the Vice President for Finance and Administration.
- B. The Oregon State Board of Higher Education authorizes Portland State University to establish the University Campus Public Safety Office (CPSO) pursuant to ORS 352.385. This policy applies to Portland State University as organized and empowered by ORS Chapters 351 and 352, and is specifically authorized under ORS 351.087 ORS 315.065 and others.
- C. All roles, duties and responsibilities, as further described under Sections 3.105, 3.106 and 3.107 of this policy must comply with other laws, rules and policies, as may be required. These include, but are not limited to:
 - 1. the OUS Information Security Policy (OAR 580-055-0000);
 - 2. the PSU Information Security Policy;
 - 3. the USA Patriot Act Section 326 - governs aspects of identity verification. and requires the University to implement a Customer Identification Program (CIP);
 - 4. OAR 584-017-0055 - levies requirements for establishing the identity of candidates for teaching practicum placement; and
 - 5. The Internal Revenue Service (IRS) levies requirements for establishing the identity of any prospective employee. These requirements are embedded in the I9 forms.

Governance

- A. Ownership of Access Devices and Codes: All access devices issued under this policy and patents to key ways are the property of the University.

- B. Administration of Access Control Systems: CPSO is responsible for overall administration and oversight of access and security for all University facilities. CPSO may delegate some or all of this responsibility to other campus departments to accommodate specific access needs or unique situations that may warrant such delegation. All delegations by CPSO shall be in written form describing the specific nature of the delegated authority. CPSO will review the access control decisions for crime prevention and regulatory purposes. CPSO will convene a Physical Security Advisory Committee as needed.
- C. Installation and Modification of Access Control Doors, Cameras, Sensors, and Locking Devices: FAP is designated responsibility for all installations or modifications of access control doors, keys, cameras, sensors, and locking devices. FAP, along with CPSO and the Office of Information Technology (OIT), will develop standards, processes and procedures to ensure that consistent access control decisions are made during planning, implementation, and modification of the above, regarding legal and regulatory requirements, crime prevention, security, safety, accountability, adherence to appropriate campus standards (see “PSU ACCESS CONTROL SYSTEM INSTALLATION STANDARDS & REQUIREMENTS – January 2011”), and the efficient flow of traffic.
- D. Management of Information Technology Infrastructure: OIT is designated responsibility for management and oversight of all IT infrastructure related to access control.
- E. Issuance of Identification (ID) Card Services: Business Affairs Office (BAO) is designated responsibility for issuing ID cards.
- F. Designation of Access Control Systems & Infrastructure: Access control systems and associated infrastructure are designated essential and highly sensitive systems. All such systems must be managed and aggregated by CPSO, OIT and FAP.
- G. Central Access Control Policy & Procedure Files: CPSO shall establish and maintain a central filing system for copies of all delegated authority and operational procedures documents required under this policy.

Parameters & Guidelines for Operational Procedures

- A. Pursuant to the governance responsibilities as defined in 3.105, above, CPSO, ID Services (BAO), Transportation and Parking Services (TAPS), OIT, and FAP shall develop operational procedures that address accountability and enforce internal controls related to access control, such as required scrutiny during identification (ID) verification, formal processes for granting or revoking access, required record keeping for audit purposes, required deposits, fees and fines, etc. This procedures development requirement shall also apply to all departments granted delegated authority by CPSO under 3.105, above. Additionally, all written delegated authority granted by CPSO shall further detail all applicable procedural requirements of the delegate.
- B. These operational procedures must meet the requirements for essential or highly sensitive systems in the University Information Security Policy.
- C. Individuals that have the ability to grant access cannot grant themselves access.
- D. All persons requesting after-hours access must carry official identification (University ID card or other government issued photo identification).
- E. Access control devices without photo ID capabilities must be limited to non-sensitive locations.

Resolution of Access Control/Security System Issues

1. It is the intent of CPSO to resolve issues in an efficient, cost effective, and friendly manner. CPSO will immediately contact the appropriate Access Authorities and apprise them of any concerns and will assist them in quickly resolving issues.
2. CPSO shall develop, publish and maintain procedures for responding to access related violations or issues with the access control systems.
3. The Chief of CPSO and Chief Information Officer (CIO) shall have the authority to enact and enforce reasonable rules, rates and operations for this policy.

Sanctions for Non-Compliance

- A. The University reserves the right to impose reasonable sanctions, including disciplinary actions upon individuals or departments violating this policy. CPSO will work with the Dean of Students, FAP, HR, BAO, General Counsel, and the Provost's office to develop and implement these sanctions.
- B. Brass keys are the property of FAP and may not be retained by individuals or their organization after the date of expiration. All other Access Device credentials are the property of CPSO. Brass keys assigned to faculty, staff, students and designated non-University individuals must be returned to FAP when they have no further official use for the key (i.e. lock changed, door removed, transfer within or separation from the University) or, when their contract expires. All other Access Device Credentials are to be returned to CPSO. In the event of an unreturned Access Device Credential, the individual's organization may be liable for the costs related to restoring security to the area. Fees shall be assessed as described in the University's Schedule of Fines and Fees.

Campus Disciplinary Procedures

Violations of the Student Code of Conduct by Dean of Students

Violations of the Student Code of Conduct are reported to the Dean of Student Life (DOSL) office. Reports can be submitted via the Conduct online form or in person at the DOSL office. Any member of the PSU community can submit a report. The Director of Student Conduct and Community Standards (DCCS) is responsible for processing these reports. During the processing of reports, the DCCS at times partners with outside offices in determining proper support needed to investigate and adjudicate matters.

Students are notified and given due process for any allegation of violating the student code of conduct. In cases alleging sexual related offenses, complainants are afforded the same opportunities of participation and notification as the respondent. Charges in these cases are only made after a thorough investigation and are usually heard by the Student Conduct Committee (SCC). The SCC is extensively trained in areas of sexual harassment, process, code of conduct, and group decision making in dealing with matters of sexual related offenses.

Sanctions

Sanctions for students found responsible for violating the student code of conduct range depending on the frequency and severity of the violation. Below are a few of the possible outcomes in these matters:

- Referral to University Office/Services
- Educational Assignment
- Community Service
- University Involvement
- Educational Program Completion
- Probation
- Suspension
- Expulsion

Q & A's

Q: How am I notified of an alleged violation of the code of conduct?

A: Students are notified of charges by their official pdx email address at least three business days in advance of administrative meetings.

Q: Can I bring a lawyer or parent to any meeting with the Conduct hearing body?

A: Yes. Students can have up to two advisors in any administrative meeting. Advisors cannot participate in the process beyond advising the student as they are expected to speak on their own behalf.

Q: How long does the process take?

A: For less complex cases, the timeline is usually 5-7 business days. For matter of sexual related offenses it depends on the number of individuals involved in the investigation and availability of information, but usually takes 4-6 weeks.

Portland State University Philosophy on Student Conduct

The Office of Student Conduct and Community Standards emphasizes a developmental approach toward conduct that is both educational and proactive in promoting student growth. This particular development is an integral part of the educational mission of Portland State University and the Division of Enrollment Management and Student Affairs (EMSA). The office embraces the concept of a student-centered approach to the development of Community Standards. This approach is characterized by civility, respect, cooperation, responsibility, and understanding among all members of the campus community. It conveys high expectations for appropriate behavior and is designed to assist students in the development of an informed set of values, ethics, and beliefs. Creating expectations of student behavior facilitates student’s progression from campus life through graduation as competent contributors to society. As members of the campus community, students, faculty, and staff are encouraged to actively support:

- Academic Integrity
- Respect and Civility with Controversy
- Foster an environment of appreciation of differences in ethnic, gender, political, and religious identities and their development

Clery Act Compliance Policy

Annual Disclosure of Crime Statistics

The Portland State University Campus Public Safety Office prepares this report to comply with the Jeanne Clery Disclosure of Campus Security Police and Crime Statistics Act. The full text of this report can be located on our website at:

<http://www.pdx.edu/cpso/clery-act>

You will also be able to connect to our side via the PSU Homepage at www.pdx.edu. This report is prepared in cooperation with the local law enforcement agencies surrounding our main campus and alternate sites, University Housing, Dean of Student, Women's Resource Center and Student Health and Counseling. Each entity provides updated information on their educational efforts and programs to comply with the Act.

Campus crime, arrest and referral statistics include those reported to the Campus Public Safety Office, designated campus officials (including, but not limited to directors, deans, department chairs, designated PSU staff, advisors to students and student organizations, athletics coaches) and local law enforcement agencies.

Each year, an email notification is made to all enrolled students that provide the web site to access this report. Faculty and staff receive a similar notification via e-mail as well. Copies of the report may also be obtained at the Campus Public Safety Office located at Shattuck Hall, room 148, 1914 SW Park. All prospective employees may obtain a copy from Human Resources at the Market Center Building, room 518 or by calling 503-725-4926, and the web site address will be attached to PSU employee applications.

It will be the responsibility of the Director of Campus Public Safety to ensure the Portland State University-Campus Public Safety Office complies with the mandates of the Clery Act through written procedures and training. Among other resources available, the Director of Campus Public Safety will use the Clery Act itself, the following policy sections, and the most current edition of The Handbook for Campus Crime Reporting, published by the U.S. Department of Education, in developing the compliance procedures.

The Portland State University-Campus Public Safety Office will provide campus community members with information necessary to make informed decisions about their safety by providing the following:

1. A timely warning of any crime that might represent an ongoing threat to the safety of students or employees (34 C.F.R. § 668.46(e)).
2. Access to the crime log during normal business hours.
3. Publish an annual security report and distribute it to all current students and employees.
4. Inform prospective students and employees about the content and availability of the report (34 C.F.R. § 668.46(b)).
5. Inform the campus community where to obtain information about registered sex offenders (see Megan's Law Policy § 356).
6. Submit the Portland State University institution's crime statistics to the U.S. Dept. of Education through the Web-based data collection system (34 C.F.R. § 668.41(e)(5)).

Voluntary Confidential Reporting

The Campus Public Safety Office encourages anyone who is a victim or witness to any crime to promptly report the incident to the police. Because police reports are public records under state law, the Campus Public Safety Office cannot hold reports of crime in confidence. Confidential reports for purposes of inclusion in the annual disclosure of crime statistics can generally be made to other PSU campus security authorities, as identified below.

Student Health and Counseling (SHAC) provide sexual assault services, and provides confidential counseling services. These services include providing information on how to file an official report for investigation, as well as information on the PSU Anonymous Report Form, located at: www.pdx.edu/sexual_assault.

The Women's Resource Center can assist sexual assault victims in a confidential manner and provide similar information on how to file an official report for investigation, as well as how to provide anonymous reporting for inclusion in Clery crime reporting, utilizing the PSU Anonymous Report Form. These statistics are provided to the Campus Public Safety Office for inclusion in the annual Clery report.

Official reports of sexual assault that occur on campus should be made to the Campus Public Safety Office as 503-725-4407 (non-emergency) or 503-725-4404 (emergency only). Off campus incidents should be reported to the law enforcement agency with jurisdiction in the area.

Crime Prevention Programs

Crime prevention programs on personal safety and theft prevention are sponsored by various campus organizations throughout the year. The Campus Public Safety Office facilitates programs for student, parent, faculty and new employee orientations. Student and community organizations provide a variety of educational strategies and tips on how to protect oneself from sexual assault, theft and other crimes. Additionally, University Housing provides crime prevention programs for on-campus residents and resident advisers (RA's) throughout the academic year.

Tip: to enhance personal safety, and especially after an evening class, walk with friends or someone from class that you know well, or call CPSO at extension (5-4407) on campus, or 503-725-4407 off campus for an escort.

Policy for Reporting Annual Crime Statistics

The Portland State University Campus Public Safety Office prepares this report to comply with the Jeanne Clery Disclosure of Campus security Policy and Crime Statistics Act. The full text of this report can be located on our web site at:

<http://www.pdx.edu/cpso/clery-act>

You will also be able to connect to our site via the PSU Home page at <http://www.pdx.edu/campus-life>.

This report is prepared in cooperation with the local law enforcement agencies surrounding the campus, University Housing, Dean of Students, Student Health and Counseling, Women's Resource Center, the Human Resource Office and the Office of Affirmative Action.

Campus crime, arrest and referral statistics include those reported to the Campus Public Safety Office, designated campus officials (including, but not limited to directors, deans, department chairs, designated PSU staff, advisors to students and student organizations, athletics coaches) and local law enforcement agencies. These statistics may also include crimes that have occurred in private residences or business, even if such disclosures are not required by law. Various department (i.e., SHAC, WRC and DOS) staff informs their clients of the procedures to report crime to the Campus Public Safety Office or using the anonymous report, which is for inclusion in the Clery statistics only.

Each year, an email notification is made to all enrolled students that provide the web site to access this report. Faculty and staff receive a similar notification via e-mail as well. Copies of the report may also be obtained at the Campus Public Safety Office located at Shattuck Hall, room 148, 1914 SW Park. All prospective employees may obtain a copy from Human Resources at the Market Center Building, room 518 or by calling 503-725-4926, and the web site address will be attached to PSU employee applications.

The Portland State University-Campus Public Safety Office will keep campus records and may request records from other law enforcement agencies in order to:

1. Keep records of crimes reported to campus law enforcement and/or security authorities.
2. Obtain certain crime statistics from appropriate law enforcement agencies to include in an annual security report and the Web-based report to the U.S. Dept. of Education (34 C.F.R. § 668.46(c)(9)).
3. Maintain a daily crime log open to public inspection (34 C.F.R. § 668.46(f)).

Drug Use Policy

The use and sale of illicit drugs by students and employees is strictly prohibited in accordance with federal and state regulations and laws. Any student or employee found to be using, possessing, manufacturing, or distributing controlled substances in violation of the law on University property or at University events may be subject to both administrative disciplinary actions and criminal proceedings. All drug related violations by students on campus (including University facilities managed or owned by College Housing Northwest) and at University sponsored events off campus may be handled under procedures outlined in the Student Conduct Code. The University will take appropriate personnel actions for infractions by employees, up to and including termination. Violations of state and federal laws may be referred to the appropriate authorities.

Emergency Response

Portland State University has instituted the Incident Command System to coordinate response internally and with external response agencies (ie. City, County, etc). Campus Public Safety confirms and actively monitors all Incidents on campus. Specifically, the Emergency Management

Plan establishes an organizational structure for response to emergencies that cause a significant disruption of University “normal operations”.

Furthermore, the Emergency Management Unit works with individual departments, schools, units, and personnel to develop plans and procedures that meet the needs of specific Units. This planning effort includes a basic familiarization of Incident Command, and safety best practices. These plans and University systems are tested quarterly through fire drills, and tabletop exercises.

PSU Campus Public Safety Officers have received training in Incident Command and often are the first to respond. However, Campus Public Safety Officers work in concert with Portland Fire & Rescue (PF&R), Portland Police Bureau (PPB) and American Medical Response (AMR) to coordinate appropriate Incident response. The Emergency Management Unit strives to improve response by including external agencies in drills.

Exercises

The Emergency Management Unit holds quarterly Tabletop Exercises. These exercises are simulated interactive scenarios that help test the capability of University response to a simulated event. Specifically, pre-designated Incident Command personnel meet in a specific conference room to walk through a scenario (ie Chemical Spill). These scenarios allow personnel to work through tough issues to test plans and response procedures.

Furthermore, Residence Life holds quarterly fire drill evacuations. These drills provide Residents with a chance to familiarize themselves with evacuation routes and meeting points. Campus Public Safety, Facilities and Planning and University Housing use these drills as a chance to test systems and egress strategies.

Follow-up and Record Keeping

The Emergency Management Unit maintains Tabletop debriefing documentation to incorporate in After Action Report distributed to administration.

Notification to the PSU and Larger Community about an Immediate Threat

PSUALERT provides PSU with a robust Emergency Communication mechanism. Any PSU student, faculty or staff may “OPT-IN” or “OPT-OUT” of the PSU Alert emergency notification system by logging into <https://banweb.pdx.edu/>.

PSU Community members can add multiple points of contact (cell phones, (2) email addresses) to their PSU Alert Emergency notification system account. This mechanism is used to provide the PSU community with timely and accurate information. Specifically, PSUALERT is an emergency notification system used to send emergency alerts, notifications and updates to campus community via phone, text and e-mail.

In the event of an emergency, (fire, inclement weather, etc.) the Campus Public Safety Dispatch is alerted and immediately begins coordinating response. The Dispatcher then alerts the most senior ranking officer of the situation. Then Public Safety confers with University Communications to craft an appropriate message to send to the University Community via PSUALERT.

In order to ensure the reliability of PSUALERT, quarterly tests are set on a unscheduled basis to ensure validity of data and to raise community awareness of the system. Furthermore, PSUALERT is used to bring PSU Incident Command personnel to unscheduled Tabletop exercises. Both of these activities test the reliability of the system.

Education of Members of the University Community

Campus Safety presentations are provided at mandatory new student orientation by Campus Public Safety and Dean of Students. Furthermore, the Emergency Management Unit (EMU) provides an Emergency Management community familiarization course bi-weekly (or per request) to the Portland State community. This course reviews the core principals of Emergency Management (ICS 100, 200, 300, 700, 800) and provides an analysis/discussion of what is occurring at PSU in regards to Emergency Management. This training provides individuals and/or departments with the resources to develop plans, mitigate problems and creates an active dialogue on difficult issues.

Shelter-in-Place Procedures

During certain emergency situations, you will be directed via PSU ALERT to “Shelter in Place” rather than evacuate the building, until an all clear has been given. Sheltering in Place” is a way for people to make the building as safe as possible in order to protect themselves until help arrives. It is important to remember these steps when initiating a “Shelter in Place.

S: Secure your area, lock doors and windows, close blinds, prevent suspect from accessing victims.

T: Take cover, hide, stay out of sight

A: Advise others so that they can take steps to protect themselves; await further information.

Y: You must take measures to protect your safety.

- Go or stay inside the building, do not use elevators.
- Select a room(s), which is easy to seal, has a water supply and access to restrooms, or a corridor where there are no windows.
- Lock and barricade doors, turn off lights, close blinds, block windows.
- Turn off radios and computer monitors.
- Keep occupants calm, quiet, and out of sight, mute cell phones.
- Keep yourself out of sight and take adequate cover/protection (i.e. concrete walls, thick desks, and filing cabinets)
- Turn off the heat, air conditioning or ventilation system if possible.
- Quickly locate supplies you may need, e.g., food, water, radio, etc.
- If you smell gas or vapor, hold a wet cloth loosely over your nose and mouth and breath through it.
- If possible, monitor for additional information via radio or television for further instructions.

Campus Law Enforcement Authority

Portland State University Campus Public Safety employs special campus security officers. These officers are granted authority by Oregon Revised Statutes and the State Board of Higher Education to prevent and deter crime, control the flow of traffic and preserve the peace and safety of the public. Special campus security officers of this Department are not authorized to carry firearms as a peace officer pursuant to Oregon Revised Statutes 352.385. Except under circumstances specifically enumerated by the State Board of Higher Education, special campus security officers are not considered police officers for purposes of Oregon Revised Statutes 181.610, 238.005, 243.005 or 243.736.

The Portland Police Bureau is a fully empowered law enforcement agency and has police jurisdiction over Portland State University. The Campus Public Safety Office operates with a memorandum of understanding with the Portland Police Bureau that delineates the roles of the respective agencies.

Policy Statements Regarding Discrimination at PSU and the Clery Act Requirements for the Reporting of Hate Crimes

Protected Classes Defined

Prohibited discrimination" means any act that either in form or operation, whether intended or unintended differentiates among persons on the basis of age, disability, national origin, race, marital status, religion, sex or sexual orientation.

General Policy Prohibiting Discrimination

No person shall be subjected to prohibited discrimination in any of Portland State University's education programs or services, school or interschool activities. Those include but are not limited to admissions, recruitment, access to course offerings, counseling, use of facilities, financial assistance, employment assistance, health and insurance benefits and services, and athletics.

Various PSU Anti-discrimination Policies

Portland State University prohibits discrimination based on age, disability, national origin, race, marital status, religion, sex, or sexual orientation. The Oregon Administrative Rule governing this can be accessed at http://arcweb.sos.state.or.us/pages/rules/oars_500/oar_577/577_032.html

Discrimination Complaint Procedures

1. Receipt of Complaints: A complainant, either individually or through the Grievance Counselor, pursues a formal complaint by submitting a written, signed complaint to the Compliance Officer. The Compliance Officer retains the original complaint and delivers copies of it to the President, the Chancellor of the Department of Higher Education and any individual respondents named in the complaint. A complaint cannot be considered unless it is submitted to the Compliance Officer within 180 days or 365 days, if the complaint alleges sexual harassment or other prohibited harassment as defined by OAR 577-032-0020(A) and (B) from the date of noncompliance.
2. Investigation of Complaints: The Compliance Officer investigates the matters alleged in the complaint. He or she completes the investigation within 30 days of receipt of the complaint and recommends to the President action, where necessary, to correct any noncompliance found to exist or to have occurred. The 30 days period for completion of the investigation may be extended for up to 30 additional days, upon application to the Chancellor.
3. Report to the Chancellor: The President, or the Compliance Officer at the direction of the President, sends to the Chancellor and to the complainant a report of the investigation findings and of any corrective action ordered.

Clery Act Reporting Requirements for Hate Crimes

Hate Crimes reporting under the Clery Act may be divided into three general categories.

1. Any Clery Act reportable crime that includes a determination by Law Enforcement that the motive for the commission of the crime was bias.
2. The commission of any crime that resulted in bodily injury where it was determined by Law Enforcement that the motive for the commission of the crime was bias.
3. Any of the following non-Clery Act reportable crimes where it was determined by Law Enforcement that the motive for the commission of the crime was bias.
 - a. **Larceny/Theft**
 - i. **Pocket Picking:** theft of articles from another person's physical possessions by stealth where the victim usually does not become immediately aware of theft. **Note:** Do not count if use of force or threat of force is present – count as strong arm robbery.
 - ii. **Purse Snatching:** grabbing or snatching of a purse, handbag, etc., from the physical possession of another person.
 - iii. **Shoplifting:** theft from within a building which is either open to the general public or where the offender has legal access.
 - iv. **Theft from Building:** theft from within a building which is either open to the general public or where the offender has legal access.
 - v. **Theft from Coin Operated Machine or Device:** theft from a machine or device which is operated or activated by the use of coins.
 - vi. **Theft from a Motor Vehicle:** theft of articles from a motor vehicle, whether locked or unlocked. **Note:** Do not count theft of motor vehicle parts or accessories.
 - vii. **All Other Larceny:** all thefts which do not fit any of the definitions of the specific subcategories of Larceny/Theft listed above.
 - b. **Simple Assault:** an unlawful physical attack by one person upon another where neither the offender displays a weapon, but the victim suffers obvious severe or aggravated bodily injury involving apparent broken bones, loss of teeth, possible internal injury, severe laceration or loss of consciousness.
 - c. **Intimidation:** to unlawfully place another person in reasonable fear of bodily harm through the use of threatening words and/or other conduct but without displaying a weapon or subjecting the victim to actual physical attack.
 - d. **Destruction/Damage/Vandalism of Property (Except Arson):** to willful or maliciously destroy, damage, deface or otherwise injure real or personal property without the consent of the owner or the person having custody or control of it.

The above description defines the elements of the reportable Hate Crime incident. Incidents which meet the definition have met the first criterion for inclusion in the Annual Crime Statistics Report. There are four additional criteria that must be met before a particular incident will be counted in the Annual Crime Statistics Report. The list of five criteria is:

1. Listed Crime
2. Reported to Proper Authority
3. Reportable Location
4. Made in Good Faith
5. No Unfounded

For More Information: For a complete description of the Clery Act requirements, please click on the link below:

THE HANDBOOK FOR CAMPUS CRIME REPORTING:
<http://www2.ed.gov/admins/lead/safety/handbook-2.pdf>

Missing On-Campus Resident Policy

If a student living in PSU on-campus student housing is determined to be missing, the University has 24 hours or less, after receiving the report to initiate notification procedures. Below is the University Housing policy on missing resident and Campus Public Safety Office's missing resident policy and procedure.

Reporting a Missing Student

If a member of the university community has reason to believe that a student who resides in on-campus housing is missing, he or she should immediately notify Portland State University Campus Public Safety Office (CPSO) at 503-725-4404. CPSO will generate a missing person report and initiate an investigation.

Campus Public Safety Office

Definitions:

Missing Person - Any person whose whereabouts are unknown to the reporting party, including, but not limited to, a child taken, detained, concealed, enticed away or retained by a parent in violation of ORS 163.245 and ORS 163.257.

Missing person also includes any child who is missing voluntarily, involuntarily or under circumstances not conforming to his or her ordinary habits or behavior and who may be in need of assistance.

At-Risk - Includes, but is not limited to, evidence or indications of any of the following:

1. The person is missing under suspicious circumstances and may be victim of a crime or foul play.
2. The person missing is in need of medical attention or medication without which he/she may experience serious medical problems.
3. The person missing has no pattern of running away or disappearing
4. The person missing may be the victim of a parental abduction or is otherwise believed to be in the company of a person considered to be dangerous to the missing person.
5. The person missing is mentally impaired or considered to be a danger to self or others.
6. The person is likely to have been the victim of a boating, swimming or other similar accident, or may be a victim of a natural disaster.

Child - While Oregon considers a child to be a person under eighteen years of age, for purposes of this section federal law considers any person under the age of twenty-one years to be a child.

Initial Investigation:

The employee accepting the missing person report should request initial information from the reporting party information or material likely to be useful in identifying the missing person including but not limited to:

1. The relationship to the reporting party and why the reporting party believes the person is missing.
2. Information on the missing person including alternate names the person uses, the person's date of birth, physical appearance, clothing, identifying marks, physical anomalies, surgical implants and any prosthesis used by the missing person.
3. The blood type of the missing person.
4. The driver license number and Social Security number of the missing person.
5. A description of items believed to be in the possession of the missing person and the description of any vehicle the missing person may have been driving or riding in at the time of disappearance.
6. Time and place of last known location and the identity of anyone believed to be in the company of the missing person.
7. History of prior missing incidents and the extent to which this incident is a departure from established behavior patterns, habits, or plans.
8. The physical and mental condition of the missing person and whether they are taking, and currently have with them, any medications.
9. The name and address of the missing person's doctor and dentist.
10. Any personal, family history or relationship issues that may be a factor in the person's absence, including the names and addresses of any people the missing person might visit.
11. Any circumstances that indicate that the missing person may be at risk of injury or death.
12. Any circumstances that may indicate that the disappearance is not voluntary.
13. Obtain recent photographs, fingerprints and/or DNA samples (such as hair) that might be available.
14. Attempt to identify the types and account numbers of any credit cards the missing person might have access to, and the location of any bank accounts or other financial resources.
15. The name and addresses of the place of employment, schools and other places frequented by the missing person.
16. Whether information regarding the missing person has been entered into the Law Enforcement Data System (LEDS) Medical Database (ORS 181.735).

The employee gathering this information will ensure that the Portland Police Bureau is immediately notified to conduct and coordinate the investigation. Employees will assist at the direction of the Portland Police Bureau.

Report Acceptance:

There is no waiting period. All personnel shall accept any report, including any telephone report, of a missing person, including runaways, without delay and shall give priority to the handling of these reports. Reports shall be taken on missing persons regardless of jurisdiction.

Patrol personnel should handle the initial missing person report. Department personnel shall promptly assist any person who is attempting to make a report of a missing person or runaway (ORS 146.177).

Reporting of Off-Campus Crime Statistics

Portland State University does not own or control any off-campus housing, or off-campus student organization facilities. The University does not recognize any fraternity and sorority organizations. The Campus Public Safety Office does not provide law enforcement service to off-campus residences, organizations, nor any activities off-campus not recognized by University authorities.

Reporting Procedures for Sexual Assault

PSU students have several reporting options available to them:

- Reporting directly to Portland Police Bureau
- Reporting to CPSO
- Reporting anonymously to Women’s Resource Center (WRC) or the Center for Student Health & Counseling (SHAC)
- Filing a Student Conduct Code Complaint via the Office of the Dean of Student Life
- Filing a complaint with the Office of Equity and Compliance (for incidents involving PSU Faculty and Staff)

The IPV Advocate is available to help students make informed decisions regarding their reporting options and to offer support/accompaniment through the reporting processes.

Primary Reporting Resources on campus

- **Office of Equity and Compliance**
This office is a resource available to any student or employee who feels they have been impacted by sexual harassment. As an employer and educational institution, PSU has a responsibility to respond to any complaint of sexual harassment quickly, fairly, and to correct the situation immediately. The Office of Equity and Compliance is charged with investigating complaints of sexual harassment. Equity and Compliance work in partnership with the Office of the Dean of Student Life, and the Director of Student Conduct and Community Standards in particular, and CPSO to create a hostile-free and safe campus environment. These departments work together to ensure complaints are dealt with in a timely manner. They also strive to adhere consistently to principles of survivor-centeredness and to focus on offender behavior. Staff members are available to provide consultation and guidance about various options and their potential outcomes.
- **Director of Conduct and Community Standards**
This position is responsible for coordinating responses to alleged violations of the Student Code of Conduct by an internal university disciplinary process (separate from a civil or criminal hearing). Investigations are conducted into any allegation of sexual misconduct in coordination with Diversity and Inclusion/Equity and Compliance and CPSO. This group convenes to decide whether to proceed with a conduct hearing based on the determination that a Code violation may have occurred. During the investigation and/or until resolution of the matter, interim restrictions may be issued as deemed appropriate by the Conduct Officer or designee. These might include restrictions on contact between the complainant and the respondent, exclusion from areas of campus, removal or relocation from residential areas, etc. Information and guidance through the process are available for both the respondent and reporting student.
- **Campus Public Safety Office**

This department provides 24-hour response services for immediate safety concerns including sexual violence. In 2010 CPSO appointed an officer to serve as WRC Liaison. This officer completed the forty-hour Basic Advocacy Training provided by the Portland Women's Crisis Line, ensuring that a female-identified, specially trained officer is available to PSU students.

Security Awareness Programs

During student orientation at the beginning of Fall term, students are informed of services offered by the Portland State University Campus Public Safety Office as well as being provided information and tips to maintain personal safety. Throughout the school year, the Campus Public Safety office, in cooperation with other University organizations and groups, present crime prevention awareness sessions addressing concerns such as sexual assault and theft. These groups include housing residents, staff, faculty, international students, and student organizations.

In addition to these sessions, to students and employees are provided crime awareness and prevention information through brochures and handouts that are available in the CPSO lobby, as well as distributed in resource fairs and other events.

When time is of the essence, information is released to the university community through security alerts posted on the CPSO website, the university email system, or the PSU Alert system.

Sex Offender Registration Information

Sex Offender Registration

In accordance to the "Campus Sex Crimes Prevention Act" of 2000, which amends the Jacob Wetterling Crimes Against Children and Sexually Violent Offender Registration Act, the Jeanne Clery Act and the Family Educational Rights and Privacy Act of 1974, the University Patrol Office of the Oregon State Police is providing a link to the Oregon State Police Sex Offender Registry. This act requires institutions of higher education to issue a statement advising the campus community where law enforcement information provided by a State concerning registered sex offenders may be obtained. It also requires sex offenders already required to register in a State to provide notice of each institution of higher education in that State at which the person is employed, carries a vocation, or is a student. In the State of Oregon, convicted sex offenders must register with the Oregon State Police, Sex Offender Registration Unit Conditions of Use Statement

Introduction

ORS 181.592 authorizes the Oregon State Police to make information about registered sex offenders available to the public. ORS 181.592(4)(c) authorizes the release of information on certain sex offenders to be posted on a public web site.

This site is for information only. The Oregon State Police has not considered or assessed the specific risk that any convicted sex offender displayed on this web site will commit another offense or the nature of any future crimes that may be committed. The law mandates Oregon State Police provide information listing the name, address and descriptions of the offenders who MAY pose a

risk to the community. This information is NOT a "Wanted Bulletin" and is intended for ADVISORY PURPOSES ONLY.

The Oregon State Police, Sex Offender Registration Unit, updates this information regarding convicted sex offenders regularly, making every effort at accuracy. However, this information can change quickly. You are cautioned that the address and some of the information provided is information provided by the registrant and may not reflect the current residence, status, or other information regarding an offender.

The information provided through this web site is an open record. It is your responsibility to make sure the records you access through this web site pertain to the person about whom you are seeking information. Extreme care should be exercised in using information obtained from this web site. Neither the Oregon State Police nor the State of Oregon shall be responsible for any errors or omissions produced by secondary dissemination of this data. Positive identification of a person believed to be a Predatory sex offender cannot be established unless a fingerprint comparison is made.

The information on this web site refers only to sex offenses defined under ORS 181.594 and may not reflect the entire criminal history of a particular individual.

Legal and Illegal Uses

Under the provisions of state law this information is provided for general public safety. A person is authorized to use this information only to protect him/herself or a child who may be at risk. The release of this information to the public is meant to assure public protection, not to punish the offender. It is illegal to use information obtained through this web site to commit a crime against a registered sex offender or to engage in discrimination or harassment against a registered sex offender. Anyone who uses this information to commit a criminal act against another person is subject to criminal prosecution and/or civil action.

NOTE:

Information is only provided for sex offenders who have been designated as Predatory, as provided in ORS 181.585, who have also been determined to present the highest risk of reoffending and to require the widest range of notification; or found to be a sexually violent dangerous offender under ORS 144.635.

Alleged violations of law by registrants under Oregon statutes should be reported to your local law enforcement agency. If you have knowledge that a registrant is not residing at the last reported residence listed on this web site, you are encouraged to call the "Information Contact" listed for that registrant.

The Sex Offender web site maintained by the Oregon State Police is available at:

<http://sexoffenders.oregon.gov/>

Registry information provided at this web site shall be used for the purposes of the administration of criminal justice, screening of current or prospective employees, volunteers or otherwise for the protection of the public in general and children in particular.

Unlawful use of the information for purposes of intimidating or harassing another is prohibited and willful violation shall be punishable as a Class 1 misdemeanor.

The Oregon State Police are responsible for maintaining this registry.

Sexual Assault Prevention Programs and Survivor Support Services

Sexual Violence Prevention Program Team

The Women's Resource Center Assistant Coordinator is responsible for planning and implementation of campus-wide prevention efforts. In 2010 this included:

- Partnering with University Studies as the community partner to the Sexual Assault Education Theater Capstone Class. Coordinating logistics and scheduling to ensure that student performances meet campus needs for education.
- Developing and implementing an IPV Prevention Certification for Resident Life Student Staff. (Completed by twenty-eight student staff focused on skill building around stopping sexual violence before it occurs).
- Partnering with campus partners to increase dissemination of training and education regarding sexual violence prevention. 2010 focused on strengthening the relationship with Residence Life, increasing the training from one two-hour training in 2009 to five separate trainings for Resident Life student and professional staff.
- Chairing the IPVTF, facilitating the group's efforts to improve the coordinated campus efforts to prevent sexual violence.

CAPSTONE INSTRUCTOR: SEXUAL ASSAULT EDUCATION THEATER: Teaches students in the interactive "Forum Theater/Theater of the Oppressed" model of peer education and bystander intervention. The class is offered Fall, Winter, and Spring quarters. The Instructor leads students in education regarding sexual violence on campus, writing and developing scripts, and offering at least three performances per quarter relating to sexual assault prevention education.

STUDENT PARTICIPANTS: SEXUAL ASSAULT EDUCATION THEATER: Class is capped at 25 students three times per year. Students are trained as outlined above and perform interactive plays focusing on practicing strategies for bystander intervention. These performances are a popular opportunity for students to offer their peers the chance to "rehearse for life" in a low-stakes environment.

IPV PREVENTION CERTIFIED RESIDENT ASSISTANTS: While all Residence Life student staff are trained on PSU's policies and resources regarding sexual violence, one-third of student staff are trained and certified in IPV prevention education. These students host prevention-based programming in campus housing and serve as student leaders in practicing and modeling bystander intervention.

Support and Advocacy for Survivors/Victims of Sexual Assault

IPV ADVOCACY SERVICES AT THE WOMEN'S RESOURCE CENTER: The WRC serves students of all genders. Staff are available to answer questions, work with student survivors, and advocate on behalf of their self-identified needs, decisions, wishes, questions, and concerns. This includes:

- "Healthy Relationships" peer support group offered in partnership with the Queer Resource Center.
- Providing intervention, support, information, and referrals.

- Serving as a liaison between the student and campus departments such as Residence Life, Campus Public Safety, Student Health and Counseling, Student Legal Services, and the Office of Student Affairs.
- Serving as a liaison and advocate with University faculty and staff.
- Assisting in linking the student survivor to off-campus community services when needed.
- Assisting the student survivor with accessing and understanding University policy, including Student Conduct Code.

STUDENT HEALTH AND COUNSELING (SHAC):

- Both medical and counseling staff are available to students who choose to access their free and confidential services. Counseling staff can be accessed on an emergency/walk-in basis, and urgent medical appointments related to sexual violence are prioritized for a speedy response.
- Both Counseling and Psychological Services (CAPS) and Student Health Services house staff who specialize in providing services to students affected by sexual violence. CAPS staff provides 24-hour services to Residence Life. After-hours services for non-residential students are provided by the Multnomah County Crisis Line.

CAMPUS PUBLIC SAFETY OFFICE: is open 24 hours a day, 7 days a week. All officers are available to respond to sexual violence incidents. CPSO employs an officer who has completed a 40-hour sexual assault training offered by community partner Portland Women’s Crisis Line. This officer serves as a liaison to the WRC, and is available to support students who wish to work with a female officer to report a sexual assault.

OFFICE OF RESIDENCE LIFE: can assist with changes in living situations for students living on campus.

DEAN OF STUDENT LIFE: coordinates student support services, including facilitation of the Student C.A.R.E. Team.

STUDENT LEGAL SERVICES: offers legal assistance to students with the restriction that the dispute is not with another member of the university community.

COMMUNITY RESOURCES:

PORTLAND WOMEN’S CRISIS LINE (PWCL): Sexual assault advocates are available 24 hours to assist women and men and help them access community resources. This service is available for individuals regardless of whether they choose to take legal action or not. PWCL can also help link women and men in domestic violence situations with the appropriate referrals including emergency shelter and support groups.

Medical Services for Survivors/Victims of Sexual Assault

Student Health and Counseling (SHAC):

- Both medical and counseling staff are available to students who choose to access their free and confidential services. Counseling staff can be accessed on an emergency/walk-in basis, and urgent medical appointments related to sexual violence are prioritized for a speedy response.
- Both Counseling and Psychological Services (CAPS) and Student Health Services house staff who specialize in providing services to students affected by sexual violence. CAPS staff provides 24-hour services to Residence Life. After-hours services for non-residential students are provided by the Multnomah County Crisis Line.
- Beginning in Fall of 2011, SHAC will become a SANE forensic evidence collection site. Two staff nurses have completed SANE certification. Rapid Sane Investigations, a mobile

SANE response team, has been contracted to provide SANE exams to PSU students at times the PSU staff are unavailable. These exams will be offered during limited business hours.

- Advocates from the PSU Women’s Resource Center will respond to students seeking SANE exams at the Student Health and Counseling Center. Agreements have been implemented to insure that community partners Portland Women’s Crisis Line and the Multnomah County District Attorney Rape Victim Advocates will also respond as needed.
- Outside of business hours, Oregon Health and Sciences University (OHSU) provides 24-hour emergency services for immediate medical needs and forensic exams for survivors of sexual assault. Sexual assault exams are offered by a SANE nurse service called Rapid Sane Investigations. The founder of Rapid Sane Investigations attends the Multnomah County Sexual Assault Response Team (SART), which is also attended by the WRC Assistant Coordinator.

Timely Warnings – Crime Alerts vs. PSU Alerts

In the event that a situation arises, either on or off-campus, that, in the judgment of the Director of the Campus Public Safety Office of Portland State University, constitutes an ongoing or continuing threat, a campus wide “timely warning” will be issued.

Depending on the particular circumstances of the crime or emergency, especially in all situations that could pose an immediate threat to the community and individuals, the Campus Public Safety Office may notify the campus community through a variety of means:

1. **PSU Campus Announcement System** via myPSU Portal under the “Daily Messages” channel.
2. **Printed Notices**, when appropriate may be posted at campus locations affected by the emergency.
3. **PSU-Alert** emergency information will broadcast information via text, email and/or voice messages to the campus community.
4. **Crime Alerts** that remain an issue of on-going concern to the campus community are posted on the Campus Public Safety Office web site, <http://www.pdx.edu/cpso/crime-alert>
5. **Local Media** may also be provided information when the risk of harm in a particular incident can reasonably be expected to extend to off-campus areas.

Anyone with information warranting a timely warning should immediately report to the Campus Public Safety Office, by phone (503-725-4407) or in person at the Campus Public Safety Office, Shattuck Hall, suite 148, 1914 SW Park.

To Report Crimes or Emergencies

All persons are strongly encouraged to accurately and promptly report all on campus crimes or emergencies to the Campus Public Safety Office.

Contact the Campus Public Safety Office at (503) 725-4407, dial (503) 725-4404 (emergencies only), or by using the [Blue Light phones](#) located around campus and at the entrances to many residence halls and parking lots. Any suspicious activity or person seen in the parking lots or loitering around vehicles, inside buildings or around the residential halls should be immediately reported to the Campus Public Safety Office.

For off-campus options you may report to the Portland Police Bureau, depending upon the location where the crime occurred. The Campus Public Safety Office and Portland Police Bureau have a mutual aid and working agreement.