

Walla Walla Community College 2025 Annual Security Report

Reflects data from the 2024 calendar year



Published by the Walla Walla Community College Campus Security and Environmental Health and Safety Department

Message from the Director of Campus Security and Environmental Health & Safety

The Walla Walla Community College (WWCC) Campus Security and Environmental Health & Safety Department (Campus Security) presents this Annual Security Report for the 2024 calendar year. This report contains information required by the Department of Education in compliance with the Jeanne Clery Disclosure of Campus Security Policy and Campus Crime Statistics Act. In compliance with this, crime statistics from 2023 and 2022 calendar years are also included.

The intent of this report is to increase campus safety through knowledge, as an informed community is better able to protect itself. Security is everyone's responsibility. Students and employees are encouraged to be responsible for their own security and the security of others. If you see something, say something.

Something new - legislation passed in December of 2024 has made the crime of Hazing a primary Clery offense, and requires WWCC to keep statistics on Hazing starting in July of 2025. Washington State made Hazing a crime ([RCW 28B.10.901](#)) in 2022, and no incidents of hazing have been reported at WWCC in the last 3 years.

WWCC has partnered with local services in the communities it serves in order to maintain campus safety, and options for seeking aid and reporting crimes are described herein. Crime statistics from the last three calendar years are included, to enable readers to judge the safety of WWCC campuses and surrounding areas.

The ongoing mission of this department is to address safety issues and criminal behavior occurring on and around campus property, and other areas used for college purposes. We strive to connect the college community with resources at the college and within the communities we serve to resolve issues among the college community. You as the community are encouraged to report all crime and safety issues to this department for appropriate action. You can [make a report](#) or email campussafety@wwcc.edu, call (509)526-7233, or visit in person at D 240B, or utilize other reporting methods articulated in this report. In an emergency always dial or text 911 first.

Tracy Klem

Director, Campus Security and Environmental Health and Safety Department

Walla Walla Community College

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Walla Walla Community College

WWCC was established in 1967 and currently provides instruction in Walla Walla, Clarkston, Washington State Penitentiary in Walla Walla, and Coyote Ridge Corrections Center in Connell, WA. WWCC has been continuously accredited since 1969 by the Northwest Commission on Colleges and Universities, which is recognized as a reliable authority on regional instructional accreditation by the US Department of Education. [Washington Administrative Code 132t](#) provides information regarding operations for the college, and WWCC [policies and procedures](#) can be found on the website at wwcc.edu. [Organizational charts](#) for the college may be found on the website.

WWCC provides no on or off campus housing, negating federal requirements for an annual fire report, fire log and missing persons policy. Additionally, there are no officially recognized student organizations owning property for purposes of non-campus property.

WWCC Campus Security and Environmental Health & Safety Department

This department is a non-commissioned (having no arrest authority) entity that works with local law enforcement in Walla Walla and Clarkston who have jurisdiction over the campuses to ensure the safety and security of the campuses. A memorandum of understanding ([MOU](#)) with the [Walla Walla Police Department](#) denoted in Appendix J exists for the prevention and investigation of any sexual assault occurring on the WWCC campus.

Duties of this department include (in part) mitigation of in progress problems and situations, safety and prevention planning, emergency management and environmental health functions, incident and accident reporting and Clery act compliance.

This department operates Monday-Friday 7:30 am to 4:30 pm, and is located in office 240B in the main building (D) on the Walla Walla campus located at 500 N. Tausick Way in Walla Walla, WA. The department can be reached at campussafety@wwcc.edu or (509)526-7233 (SAFE). The Clarkston Campus Dean acts as the liaison for campus security and can be reached at (509)758-1711 or chad.miltenberger@wwcc.edu.

The Jeanne Clery Disclosure of Campus Security Policy and Campus Crime Statistics Act (Clery Act)

On April 5, 1986, the 19 year old, first year Lehigh University (Bethlehem, PA) student Jeanne Clery was sexually assaulted and murdered in her dormitory room. 38 violent crimes had occurred within the prior 3 years at Lehigh University, which the University failed to disclose. As a result, the Clery family championed the federal law requiring institutions of higher education to disclose crime statistics for violent crimes occurring on or around their campuses. The law was enacted in 1990, and has been amended regularly since that time. For additional information, you may visit the Clery website at www.clerycenter.org.

This act, located in 20 US Code 1092(f) and 34 CFR 668.46 requires colleges receiving federal funding to collect information related to campus crime statistics and security policies, and disclose the information in an, “Annual Security Report.”

WWCC security policies can be found at the [WWCC policy website](#) under Health & Safety-3000 series;

- [Emergency and Crime Reporting policy 3510](#) articulates the reporting guidelines per the Clery act, including reporting to WWCC security department, Campus Security Authorities, professional counselors, and title IX coordinators. This policy encourages accurate and prompt reporting of all crimes and emergency situations.
- [Security & Access to Campus Facilities Policy 3550](#) clearly defines public, non-public and restricted areas of campus, and the college's attention to hours of operations, as well as the trespass procedure.
- [Preparation & Disclosure of ASR & Crime Statistics Policy 3540](#) articulates the guidelines for the Annual Security Report, and articulates its dissemination to all students and employees quarterly. This policy assigns the crime statistic responsibility to campus security. Along with the notification of report, reporting option protocol is sent to the college community quarterly. The WWCC Safety & Security website has additional information regarding practices and prevention of crime. This annual security report is published annually by October 1, and contains crime statistics from the prior 3 calendar years. A printed copy may be obtained free of charge at the Safety & Security office.
- [Timely Warning Policy 3520](#) articulates the protocol for issuance of a timely warning in the event a Clery act crime has occurred within WWCC Clery geography, and is determined to pose a serious or continuing threat to the campus community.
- [Emergency Notification Policy 3530](#) articulates the protocol for emergencies occurring on or affecting WWCC Clery geography.

Statistical Disclosure of Reported Incidents

All statistics compiled in this report are reported to the college community and are also submitted to the United States Department of Education (USDOE). Statistical information gathered by the USDOE is available online at <https://ope.ed.gov/campussafety/#/>. The [Annual Security Report and Daily Crime Logs](#) are available on the WWCC website under Campus Safety & Security Clery Act Compliance.

Clery Reportable Crimes with Definitions

The following is a listing of categories of Clery crimes with their definitions. Appendix A provides the Washington State laws most relating to the definitions of Clery crimes. Due to the disparity between Washington State law and federal law, not all situations satisfying the elements of state law necessarily fit the Clery definitions. The determination if the state law situation fits the Clery definition, and thus be included into these statistics will be made on a case by case basis.

Clery reportable offenses are broken down into four general crime categories: Primary Criminal Offenses, Hate Crimes, Violence Against Women Act (VAWA) Crimes, and Arrests or Referrals for Disciplinary Actions. Related Washington State laws may be found in Appendix A.

Primary Criminal Offenses

Murder & Non-Negligent Manslaughter: “The willful killing of one human being by another.”

Manslaughter by Negligence: “The killing of another person through gross negligence.”

Sexual Assault (Sex Offenses): “Any sexual act directed against another person, without consent of the victim, including where the victim is incapable of giving consent.”

- **Rape:** “The penetration, no matter how slight, of the vagina or anus with any body part or object, or oral penetration by a sex organ of another person, without consent of the victim.”
- **Fondling:** “The touching of the private body parts of another person for the purpose of sexual gratification, without the consent of the victim, including instances where the victim is incapable of giving consent because of his/her age or because of his/her temporary or permanent mental incapacity.”
- **Incest:** “Sexual intercourse between persons who are related to each other within degrees wherein marriage is prohibited by law.”
- **Statutory Rape:** “Sexual intercourse with a person who is under the statutory age of consent.”

Note: Per Washington State law ([RCW 9A.44.010](#)) “Consent,” means that at the time of the act of sexual intercourse or sexual contact there are actual words or conduct indicating freely given agreement to have sexual intercourse or sexual contact.

Robbery: “Taking or attempting to take anything of value from the care, custody, or control of a person(s) by force or threat of force or violence and/or by putting the victim in fear.”

Aggravated Assault: “An unlawful attack by one person upon another for the purpose of inflicting severe or aggravated bodily injury; this type of assault is usually accompanied by the use of a weapon or by means likely to produce death or great bodily harm.”

Burglary: “The unlawful entry of a structure to commit a felony or theft.”

Motor Vehicle Theft: “The theft or attempted theft of a motor vehicle.”

Arson: “Any willful or malicious burning or attempting to burn, with or without intent to defraud, a dwelling house, public building, motor vehicle or aircraft or personal property of another.”

Hazing: “Any intentional, knowing, or reckless act committed by a person (whether individually or in concert with other persons) against another person or persons regardless of the willingness of such other person or persons to participate that;

- Is committed in the course of an initiation into, an affiliation with, or the maintenance of membership in, a student organization; and
- Causes or creates a risk, above the reasonable risk encountered in the course of participation in the institution of higher education or the organization (such as the physical preparation necessary for participation in an athletic team), of physical or psychological injury including;
 - Whipping, beating, striking, electronic shocking, placing of a harmful substance on someone’s body, or similar activity;
 - Causing, coercing, or otherwise inducing sleep deprivation, exposure to the elements, confinement in small space, extreme calisthenics, or similar activity;
 - Causing, coercing or otherwise inducing another person to consume food, liquid, alcohol, drugs or other substances;
 - Causing, coercing, or otherwise inducing another person to perform sexual acts;
 - Any activity that places another person in reasonable fear of bodily harm through the use of threatening words or conduct;
 - Any activity against another person that includes a criminal violation of local, state, tribal or federal law; and

- Any activity that induces, causes, or requires another person to perform a duty or task that involves a criminal violation of local, state, tribal or federal law.”

Hate Crimes

Hate Crime: A criminal offense that manifests evidence that the victim was intentionally selected because of the perpetrator’s bias against the victim. For hate crimes, all primary criminal offenses are included, and any incidents of larceny-theft, simple assault, intimidation, or destruction/damage/vandalism of property that manifest evidence that the victim was intentionally selected because of the perpetrator’s bias.

Larceny Theft: “The unlawful taking, carrying, leading or riding away of property from the possession or constructive possession of another.”

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

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

Destruction/damage/vandalism of property: “To willfully and 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.”

Bias Categories

Race: “A preformed negative attitude toward a group of persons who possess common physical characteristics, e.g., color of skin, eyes, and/or hair; facial features, etc., genetically transmitted by descent and heredity with distinguish them as a distinct division of humankind, e.g., Asians, blacks or African Americans, whites.”

Gender: “A preformed negative opinion or attitude toward a person or group of persons based on their actual or perceived gender, e.g., male or female.”

Gender Identity: “A preformed negative opinion or attitude toward a person or group of persons based on their actual or perceived gender identity, e.g., bias against transgender or gender non-conforming individuals. Gender non-conforming describes a person who does not conform to the gender-based expectations of society, e.g., a woman dressed in traditionally male clothing or a man wearing makeup. A gender non-conforming person may or may not be a lesbian, gay, bisexual, or transgender person but may be perceived as such.”

Religion: “A preformed negative opinion or attitude toward a group of persons who share the same religious beliefs regarding the origin and purpose of the universe and the existence or nonexistence of a supreme being, e.g., Catholics, Jews, Protestants, atheists.”

Sexual Orientation: “A preformed negative opinion or attitude toward a group of persons based on their actual or perceived sexual orientation. Sexual Orientation is the term for a person’s physical, romantic, and/or emotional attraction to members of the same and/or opposite sex, including lesbian, gay, and heterosexual (straight) individuals.”

Ethnicity: “A preformed negative opinion or attitude toward a group of people whose members identify with each other, through common heritage, often consisting of a common language, common culture

(often including a shared religion) and/or ideology that stresses common ancestry. The concept of ethnicity differs from the closely related term “race” in that “race” refers to a grouping based mostly upon biological criteria, while “ethnicity” also encompasses additional cultural factors.”

National Origin: “A preformed negative opinion or attitude toward a group of people based on their actual or perceived country of birth. This bias may be against people that have a name or accent associated with a national origin group, participate in certain customs associated with a national origin group, or because they are married to or associate with people of a certain national origin.”

Disability: “A preformed negative opinion or attitude toward a group of persons based on their physical or mental impairments, whether such disability is temporary or permanent, congenial or acquired by heredity, accident, injury, advanced age or illness.”

Violence Against Women Act (VAWA) Offenses

Dating Violence: “Violence committed by a person who is or has been in a social relationship of a romantic nature or intimate nature with the victim. The existence of such a relationship shall be determined based on the reporting party’s statement and with consideration of;

- The length of relationship.
- The type of relationship.
- The frequency of interaction between the persons involved in the relationship.

For the purpose of this definition, dating violence includes but is not limited to, sexual or physical abuse or the threat of such abuse. Dating violence does not include acts covered under the definition of domestic violence.”

Domestic Violence: “A felony or misdemeanor crime of violence committed;

- By a current or former spouse or intimate partner of the victim
- By a person with whom the victim shares a child in common
- By a person who is cohabitating with or has cohabitated with the victim as a spouse or intimate partner
- By a person similarly situated to a spouse of a victim under the domestic or family violence laws of the jurisdiction in which the crime of violence occurred
- By any other person against an adult or youth victim who is protected from that person’s acts under the domestic or family violence laws of the jurisdiction in which the crime of violence occurred”

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

- Fear for the person’s safety or the safety of others or
- Suffer substantial emotional distress

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

Reasonable person means a reasonable person under similar circumstances and with similar identities to the victim.

	2023	0	0	0	0		0	0	0	0
	2022	0	0	0	0		0	0	0	0
<i>Incest</i>	2024	0	0	0	0		0	0	0	0
	2023	0	0	0	0		0	0	0	0
	2022	0	0	0	0		0	0	0	0
<i>Statutory Rape</i>	2024	0	0	0	0		0	0	0	0
	2023	0	0	0	0		0	0	0	0
	2022	0	0	0	0		0	0	0	0
<i>Robbery</i>	2024	0	0	0	0		1	0	0	0
	2023	0	0	0	0		0	0	0	0
	2022	0	0	0	0		0	0	0	0
<i>Aggravated Assault</i>	2024	0	0	0	0		0	0	0	0
	2023	0	0	0	0		0	0	0	0
	2022	0	0	0	0		0	0	0	0
<i>Burglary</i>	2024	4	0	0	0		0	0	0	0
	2023	0	0	0	0		0	0	0	0
	2022	2	0	0	0		2	0	0	0
<i>Motor Vehicle Theft</i>	2024	1	0	0	0		0	0	0	0
	2023	0	0	0	0		0	0	0	0
	2022	1	0	0	0		0	0	0	0
<i>Arson</i>	2024	0	0	0	0		0	0	0	0
	2023	0	0	0	0		0	0	0	0
	2022	0	0	0	0		0	0	0	0
<i>Hazing</i>	2024	0	0	0	0		0	0	0	0
	2023	0	0	0	0		0	0	0	0
	2022	0	0	0	0		0	0	0	0
<i>VAWA Offenses</i>		On-Campus Property Walla Walla Campus	Public Property Walla Walla Campus	Non-Campus Property Walla Walla Campus	Unfounded Crimes		On-Campus Property Clarkston Campus	Public Property Clarkston Campus	Non-Campus Property Clarkston Campus	Unfounded Crimes
	2024	1	0	0	0		0	0	0	0
	2023	1	0	0	0		0	0	0	0
	2022	0	0	0	0		0	0	0	0
<i>Dating Violence</i>	2024	0	0	0	0		0	0	0	0
	2023	0	0	0	0		0	0	0	0
	2022	0	0	0	0		0	0	0	0
<i>Stalking</i>	2024	1	0	0	0		1	0	0	0
	2023	1	0	0	0		0	0	0	0
	2022	2	0	0	0		0	0	0	0

<i>Arrests and Referrals for Disciplinary Action</i>	Year	On-Campus Property	Public Property	Non-Campus Property	Unfounded Crimes	On-Campus Property	Public Property	Non-Campus Property	Unfounded Crimes
		Walla Walla Campus	Walla Walla Campus	Walla Walla Campus		Clarkston Campus	Clarkston Campus	Clarkston Campus	
<i>Arrest Weapons Violations</i>	2024	0	0	0	0	0	0	0	0
	2023	0	0	0	0	0	0	0	0
	2022	0	0	0	0	0	0	0	0
<i>Arrest for Drug Abuse Violations</i>	2024	0	0	0	0	0	0	0	0
	2023	0	0	0	0	0	0	0	0
	2022	0	0	0	0	0	0	0	0
<i>Arrest for Liquor Law Violations</i>	2024	0	0	0	0	0	0	0	0
	2023	0	0	0	0	0	0	0	0
	2022	0	0	0	0	0	0	0	0
<i>Disciplinary Action for Weapons Violations</i>	2024	0	0	0	0	0	0	0	0
	2023	0	0	0	0	0	0	0	0
	2022	0	0	0	0	0	0	0	0
<i>Disciplinary Action for Drug Abuse Violations</i>	2024	0	0	0	0	0	0	0	0
	2023	0	0	0	0	0	0	0	0
	2022	0	0	0	0	0	0	0	0
<i>Disciplinary Action for Liquor Law Violations</i>	2024	0	0	0	0	0	0	0	0
	2023	0	0	0	0	0	0	0	0
	2022	0	0	0	0	0	0	0	0

* Walla Walla Community College does not offer student housing on either of its campuses.

** There were no hate crimes reported in 2022, 2023 or 2024.

Clery Reportable Geography

WWCC has three categories of Clery reportable geography, on campus geography, public property and non-campus geography;

On Campus: Any building or property owned or controlled by an institution within the same reasonably contiguous geographic area and used by the institution in direct support of, or in a manner related to, the institutions educational purposes, and any building or property that is within or reasonably contiguous to the area identified in paragraph 1 of this definition, that is owned by the institution but controlled by another person, is frequently used by students, and supports institutional purposes.

Public Property: All public property, including thoroughfares, streets, sidewalks, and parking facilities, that is within the campus, or immediately adjacent to and accessible from the campus.

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

Appendix D contains geographical maps detailing WWCC property and facilities.

Exemptions

WWCC does not recognize any off or non-campus student organizations, thus there are no statistics pertaining to organizations. No WWCC campus has on campus housing, and is thus exempted from reporting on missing student notification procedures, as well as exempt from maintaining a fire log or publishing a fire safety report.

Walla Walla Community College On Campus Locations

Walla Walla Community College operates four campuses in the State of Washington. The main campus is located in Walla Walla, WA with satellite campus in Clarkston, WA. The other two campuses are within the jurisdiction of the Washington State Department of Corrections, located at the Washington State Penitentiary in Walla Walla, WA, and in the Coyote Ridge Corrections Center in Connell, WA. Being under control of the Department of Corrections, these two campuses are exempt from Clery reporting. The following is a listing of facilities owned or operated by WWCC constituting on campus property.

Main Walla Walla Campus-500 N. Tausick Way Walla Walla, WA 99362

- Dietrich Activity Center 510 Campus Loop
- Parent Child Center 514 Campus Loop
- Main Building 520 Campus Loop
- Student Recreation Center 530 Campus Loop
- Health Science and Performing Arts 535 Campus Loop
- Technology Center 537 Campus Loop
- Professional Technical Building 550 Campus Loop
- Energy Systems Technology 618 Water Center Dr.
- Daycare Building 611 Water Center Dr.
- Diesel Mechanics 1 621 Water Center Dr.
- Diesel Mechanics 2 623 Water Center Dr.
- Grounds Maintenance 625 Water Center Dr.
- John Deere Training Center 629 Water Center Dr.
- Greenhouse 630 Water Center Dr.
- Water & Environmental Center 640 Water Center Dr.
- Center for Enology & Viticulture 3020 E. Isaacs
- Automotive Technology Center 3060 E. Isaacs
- WWCC Retreat Center 102 Strawberry Ln.

Clarkston Washington Campus-1470 Bridge St. Clarkston, WA 99403

- Main Building& Health Science Building 1470 Bridge St.
- Fitness Center 1477 Fair St.
- Tender Care 1 Building 1499 Fair St.
- Tender Care 2 Building 1431 Fair St.
- Workforce Building 1463 Fair St.
- Business Development Building 1465 Fair St.

Walla Walla Community College Public Property

Public property adjacent to and accessible from the Walla Walla Community College campuses is considered WWCC's public geography. Portions of the Mill Creek Trail adjacent to the South of the Walla Walla campus, portions of Tausick way adjacent to the West side of the Walla Walla campus, and portions of E. Isaacs Ave adjacent to the North side of the Walla Walla campus as indicated on the campus map found in Appendix D are considered public geography for the Walla Walla campus.

Portions of Bridge St adjacent to the South side of the Clarkston campus, portions of Fair St adjacent to on the North side of the Clarkston campus, and portions of WA-128 adjacent to the East side of Clarkston campus are considered public geography for the Clarkston campus (See Appendix D).

Walla Walla Community College Non-Campus Property

Clery defines Non-campus property as any building or property owned or controlled by a student organization that is officially recognized by the institution; or any building or property owned or controlled by an institution that is used in direct support of, or in relation to, the institution's educational purposes, and is not within the same reasonably contiguous geographic area of the institution. WWCC utilizes several non-campus locations for several educational programs which may change quarter to quarter dependent upon program needs and enrollment. Additionally WWCC tracks student overnight travel for determination of repeated use under Clery, constituting those controlled areas as non-campus property. Appropriate law enforcement agencies are queried for crime statistics at those locations during the appropriate time frames to ensure accurate crime reporting. A listing of non-campus locations related to WWCC can be found in Appendix B, and a listing of queried law enforcement agencies can be found in Appendix C. WWCC has no buildings or properties owned or controlled by any student organization.

Daily Crime Log

In addition to maintaining incident reports, this department maintains the daily crime log for the Walla Walla and Clarkston campuses found on the [WWCC Clery Act Website](#). The logs contain reports for the prior 60 days, and any crime logs prior to 60 days can be made accessible within 2 business days upon request. The logs are updated within 48 hours of a crime report to this department. The only exceptions to the posting of crimes are:

- If the disclosure is prohibited by law
- If the disclosure would jeopardize the confidentiality of the victim

Posting of crimes reported may be temporarily withheld in some cases if the release of information would:

- Jeopardize an ongoing investigation
- Jeopardize the safety of an individual
- Cause a suspect to flee or evade detection, or
- Result in the destruction of evidence.

Information temporarily withheld from the daily crime log for any reason will be posted with the adverse or harmful effects are no longer likely.

Crime Reporting, Resources & Timely Warning Notifications

It is encouraged for anyone who has knowledge of a crime that has or is occurring in the Clery geography to report it- if you see something say something. I strongly encourage reporting of any incident that has potential to cause an immediate or continuing threat to the college community directly to Campus Security to facilitate issuance of a timely warning when warranted, in compliance with the Clery act and per WWCC [Timely Warning Notification Administrative Policy 3520](#).

It is encouraged that knowledgeable people make prompt and accurate reports to campus security and local police when the victim is unwilling or unable to make a report. Per [Emergency and Crime Reporting Policy 3510](#) , crimes and emergent situations on campus may be reported;

- In person at the office in the Walla Walla Campus Main Building (D) 240B Monday-Friday 7:30am-4:30pm.
- Via email at campussafety@wwcc.edu
- Via telephone at (509)526-SAFE (7233)
- To WWCC [Campus Security Authorities](#) _ (Appendix F)
- To [WWCC professional counselors](#) counseling@wwcc.edu
 - Caley Moyer (509)527-4320 caley.moyer@wwcc.edu
 - Paris Davis (509)524-4791 paris.davis@wwcc.edu
- To [WWCC Title IX Coordinator](#)
 - Dr. Marco Baeza WW Main Building D office 65 (509)527-1869 Coordinator marco.baeza@wwcc.edu

Reporting of any concerning behavior including academic dishonesty, student conduct violations, student discrimination, sexual misconduct, accident or injury, student of concern, and others may be found on the WWCC website at <https://www.wwcc.edu/current-students/make-a-report/>.

It is encouraged to report any incident that has potential to cause an immediate or continued threat to the college community directly to Campus Security to facilitate the issuance of a Timely Warning when warranted, in compliance with the Clery Act and per WWCC [Timely Warning Notification Administrative Policy 3520](#).

When a Clery crime is reported to have occurred in Clery geography, WWCC must determine if the college community is at risk of becoming victims of a similar crime, and in that event, must issue a Timely Warning. The crime reports are evaluated on an individual basis for that determination. In the event the situation warrants, notification will be made via the mass notification system which sends phone calls, texts and emails to the campus community. A listing of timely warnings issued can be found at [WWCC's Clery Act Compliance webpage](#).

Limited Voluntary Confidential Reporting

WWCC encourages any victim or witness to a crime to promptly report the incident to Campus Security or local law enforcement. Because reports are considered public records under state law, WWCC cannot guarantee confidentiality. Anonymous reports to Campus Security may be filed for statistical purposes. An individuals privacy concerns are weighed against the needs of the college to respond to situations. To the greatest extent possible, reports will remain private.

Campus Security Authority Reporting Option

Campus Security Authorities (CSA's) are college employees who because of their employment duties are classified as such by the Clery Act, described as;

- All members of Campus Security Department
- Any individual who has responsibility for campus security but who are not a part of the campus security department (i. e. a person responsible for monitoring a property entrance).
- Any individual specified in the institution’s policy as one where crimes should be reported.
- A WWCC official who has significant responsibility for student and campus activities, including but not limited to student discipline and campus judicial proceedings. If the official is a pastoral or professional counselor as defined, the official is not considered a CSA when acting as a counselor.

Campus Security Authorities have responsibility under the Clery Act to report information for Timely Warning and crime statistics. CSA’s at WWCC are typically comprised of coaches, deans, club advisors and department directors. A listing of CSA’s may be found at [WWCC Campus Security Authorities](#).

WWCC Counselor Reporting Option

WWCC counselors may be reported to for incidents involving misconduct, sexual or non-sexual. Information disclosed by students during counseling is protected under confidentiality regulations of Washington law ([RCW 18.225.100](#)), but may be released under exceptions as mandated by law ([RCW 18.225.105](#)). Students from both campuses may make an appointment online at <https://www.wvcc.edu/current-students/counseling/> , email counseling@wvcc.edu , or contact Caley Moyer at (509)527-4320 or caley.moyer@wvcc.edu , or Paris Davis at (509)524-4791, or paris.davis@wvcc.edu.

Title IX Coordinator Option

Complaints of discrimination, sexual harassment, rape, sexual assault, sexual battery or sexual coercion may be reported to the Title IX coordinator. WWCC seeks to protect the privacy of the reporting party to the full extent possible consistent with the legal obligation to investigate, take appropriate remedial and/or disciplinary action in compliance with federal and state law, and WWCC policy and procedure. Complete confidentiality cannot be guaranteed, and handling requests for confidentiality will be managed by the Title IX Coordinator, Dr. Marco Baeza WW Main Building D office 65 (509)527-1869 Coordinator marco.baeza@wvcc.edu . Student sexual misconduct or title IX (employee) may also be reported via the website at <https://www.wvcc.edu/current-students/make-a-report/> .

Student Code of Conduct ([WAC 132T-100](#) & [WAC 132T-105](#)) Violations

Violations of the student code of conduct may be reported at <https://www.wvcc.edu/current-students/make-a-report/>, or directly to:

- VP of Student Services/Student Conduct Officer Dr. Colleen Vandenboom
 - (509)527-1879, colleen.vandenboom@wvcc.edu Walla Walla Campus
- Clarkston Campus Dean/Student Conduct Officer Dr. Chad Miltenberger
 - (509)758-1711, chad.miltenberger@wvcc.edu Clarkston campus

For a complete listing of the student code of conduct see Appendix H and Appendix I.

CARE Team

WWCC's CARE team is a multi-disciplinary behavior intervention team that promotes student academic, emotional, and physical well-being and addresses safety concerns. The CARE team is comprised of members;

- Dr. Colleen Vandenoorn, VP of Student Services
- Emma Carpenter, Business Technical Faculty
- Dr. Chad Miltenberger, Dean Clarkston Campus/Student Conduct Officer
- Paris Davis, Faculty Counselor
- Caley Moyer Faculty Counselor
- Kristen Duede, Disability Services Coordinator
- Tracy Klem, Director of Security & Environmental Health & Safety
- Heather Markwalter, Student Affairs Coordinator/Retention Specialist
- Debra Erickson, Asst Dean of Student Success
- Michele Hanford, Student Rec & Wellness Coordinator

Depending on the situation, other faculty or staff with specific knowledge or responsibility may be called upon to assist the team, which may also consult other individuals or community partners as needed. Care team may be reached at careteam@wwcc.edu, or at <https://www.wwcc.edu/current-students/make-a-report/> under the student of concern reporting block.

Emergency Planning, Response and Notification

In the event of an emergent situation, an emergency notification may be issued to the campus community via the mass notification system per WWCC Emergency Notification [Policy 3530](#). The Clery Act requires colleges to notify the campus community without delay upon confirmation of a significant emergency or dangerous situation occurring on campus involving an immediate threat to the health or safety of those on campus. The determination and notification content will be made director of Security & Environmental Health & Safety which is confirmed by the College President or Vice President of Administrative Services if time permits.

WWCC Building Emergency Coordinator (BEC) Program

WWCC have a multi-disciplinary group of employees across both campuses who act as building emergency coordinators. This group is outfitted and trained for incident response and meets monthly to maintain cohesion. The members of this group will provide guidance during any type of hazard to the campus or campus community.

Emergency Response Procedures

The college community should call or text 911 for any significant emergency (including medical) or dangerous situation involving an immediate or ongoing threat to the campus. Campus Security should then be notified at (509)526-7233 (SAFE) anytime there is an emergency call made from or on campus. If the situation poses an immediate or impending threat to the campus community, an emergency notification will be issued.

In the event of building evacuations for situations such as fire alarms, the campus community should report to the designated rally points unless otherwise directed. A building emergency coordinator will be at each rally point. Avoid blocking access to the buildings for emergency responders. A copy of the Rally Point maps can be found in Appendix E. Rally points will not be used for any type of active threat situation.

Security, Access to and Maintenance of Campus Facilities

WWCC's campuses are open to the public during business hours based upon a schedule determined by college administration. This is subject to change based on facility usage, or if there is a concern related to the safety or security of a member of the college or potential threat to college facilities. [Security and Access to Campus Facilities Policy 3550](#) articulates the guidelines for use of college property. Security considerations used in the maintenance of campus facilities can be found in [Policy 3560](#).

Education and Prevention Programs

As part of WWCC's commitment to safety, security and wellbeing of the college community, the college provides training in a variety of areas during new student and new employee orientation, quarterly and annually, as well as providing online trainings. The primary message of all awareness and crime prevention programs are to encourage the college community be aware of and responsible for their own security as well as the safety of others. If you see something say something, <https://www.wvcc.edu/current-students/make-a-report/> .

Drug and Alcohol Policies

WWCC values the health and safety of its campus community, and supports local, state and federal laws concerning alcohol and illegal drugs. The college acknowledges substance abuse is a serious yet treatable condition that affects the productive lives of the campus community. The college works collaboratively with community partners to reduce substance abuse.

WWCC is a drug free institution with outlined provisions for authorized alcohol production, distribution and consumption. [WWCC Policy 5645](#) articulates the provisions for alcohol and drug use for employees, and [WAC 132T-100-138, student code of conduct](#) articulates the provisions for students. No employee or student may be on campus while under the influence of intoxicants or unlawful controlled substance.

WWCC also maintains a tobacco free campus in accordance with [Policy 2200 Tobacco Free Campus](#). Pursuant to [RCW 28B.10.580](#), naloxone and fentanyl test strips are available at various locations on Walla Walla and Clarkston campuses.

WWCC is committed to ensuring students and employees are aware of policies and resources related to substances. Students are notified quarterly via email, and annually in the student handbook. This is additionally stressed to students when entering specific programs such as nursing, athletics, enology and viticulture and CDL.

WWCC's student activities office provides a diverse array of on and off campus substance free co-curricular and extracurricular programs. Additionally students can join student clubs which are committed to substance free activities.

WWCC requires all students to take FYE 101 (First year Experience), a three credit course providing students with the tools to build relationships, discover college resources, and develop college success skills, including alcohol and drug abuse prevention, education and treatment.

Also offered is the 5 credit Sociology 204, entitled Sociology of Drugs, which provides instruction on societal responses to drug behavior, including policy, prevention and treatment.

WWCC HR department is responsible for the administration of policies, procedures and services to employees. Communications are distributed to employees regarding policies and services for substance use prevention and treatment options. [WWCC's Drug Free Workplace Policy and Drug Prevention Program](#) articulates the protocol for employee needs. Additionally, [WWCC Policy 5650](#) describes the federally required substance testing procedures for commercial drivers license holders.

Student conduct disciplinary sanctions and process are described in [WAC 132T-100](#), as well as Appendix H of this document, the student code of conduct, specifically WAC 132-100-210 through WAC 132-100-400.

WWCC subscribes to consistent enforcement of policies, state and federal laws related to substance abuse by employees. They also have administrative process for employee conduct. See Appendix A for Washington State drug laws.

Hazing Policies

WWCC is committed to fostering a campus culture where students, faculty and staff feel safe and can actively engage in opportunities on and off campus. Hazing ([WAC 132T-100-135](#)) is prohibited by the student code of conduct and violates Washington State law ([RCW 28B.10.901](#)).

In compliance with Washington State Law, WWCC has a hazing prevention committee, along with provisions to report hazing, along with an educational [Hazing website](#) with information on what hazing is, signs of hazing, prevention steps, and bystander intervention. Hazing may be reported in person or [with this form](#). Pursuant to [RCW 28B.10.907](#) (5) "Nothing in this section shall preclude any person from independently reporting hazing or suspected hazing to law enforcement."

Student and Employee Resources

WWCC recognizes substance dependency as a serious problem for abusers and their families. Confidential help is available from licensed counselors in the advising and counseling center, as well as broader resources within the community. More information regarding our WWCC counseling services may be found on the [WWCC Counseling website](#).

Community Resources and Contacts

Walla Walla Campus

Clarkston Campus

Walla Walla Police Department 54 E. Moore St Walla Walla, WA 99362 Emergency Call or Text 911	Clarkston Police Department 830 5 th St Clarkston, WA 99403 Emergency Call or Text 911
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Non-emergency Dispatch (509)527-1960 Domestic Violence Services (509)527-4434	Non-emergency Dispatch (509)758-2331
Walla Walla Fire Department Emergency Call or Text 911 Non-emergency Dispatch (509)527-1960 Station 1- 200 S. 12 th Ave Walla Walla (509)527-4429 Station 2- 170 N. Wilbur Ave Walla Walla (509)529-4083 Community Paramedic- Cody Maine (509)524-4667	Clarkston Fire Department Emergency Call or Text 911 820 5 th St Clarkston, WA 99403 (509)758-8681
Providence St. Mary Medical Center 401 W. Poplar Walla Walla, WA 99362 (509)897-3320 Sexual Assault Response Team (310)241-4353 https://www.providence.org/locations/socal/community-health/sart?scref=globalsearch	Tri-State Memorial Hospital 1221 Highland Ave Clarkston, WA 99403 (509)758-5511
Comprehensive Health Care 1520 Kelly Pl Walla Walla, WA 99362 (509)524-2920 Crisis Response (509)524-2999, TTY (509)527-2994 (or 988) Addiction Treatment Center (509)524-2920 www.comphec.org	Quality Behavioral Health 900 7 th St Clarkston, WA 99403 (509)758-3341 Community Sexual Assault program (800)970-3785 Crisis (800)970-3785 (or 988)
988 Suicide & Crisis Lifeline Call or Text 911, https://988lifeline.org/	988 Suicide & Crisis Lifeline Call or Text 988 https://988lifeline.org/
Serenity Point Addiction Treatment Center 410 S. Wilbur Walla Walla, WA 99362 (509)529-6036 http://serenitypointcounseling.com	
Trilogy Recovery Community 120 E. Birch St #14 Walla Walla, WA 99362 (509)876-4525 www.trilogyrecovery.org	
YWCA women's shelter 213 S. 1 st Ave Walla Walla, WA 99362 (509)525-2570 Crisis line (509)529-9922 TTY Crisis line (800)833-6384	

Dating Violence, Domestic Violence, Sexual Assault and Stalking

WWCC is committed to the welfare and safety of all student, faculty, staff and visitors. If you are a listed as a protected person on any order through a court, please provide a copy of the order to campus security at campussafety@wwcc.edu, tracy.klem@wwcc.edu or in office D 240B main building.

WWCC prohibits dating violence, domestic violence, sexual assault and stalking as defined in this document. Washington State does not differentiate between dating violence and domestic violence, both of which are incorporated under [RCW 10.99](#). For a complete listing of Washington State crimes associated with Clery defined crimes refer to Appendix A. Washington State corresponding definitions to domestic violence, sexual assault and stalking are;

- Clery ([34 CFR 668.46](#)) defines “Dating Violence” as violence committed by a person who is or has been in a social relationship of a romantic or intimate nature with the victim. [RCW 7.105.010](#) indicates "Intimate partner" means: (a) Spouses or domestic partners; (b) former spouses or former domestic partners; (c) persons who have a child in common regardless of whether they have been married or have lived together at any time, unless the child is conceived through sexual assault; or (d) persons who have or have had a dating relationship

where both persons are at least 13 years of age or older. The following elements of Domestic Violence wraps intimate partners into the domestic violence definition.

- Per [RCW 7.105.010](#) (10) “Domestic Violence” means:
 - (a) Physical harm, bodily injury, assault, or the infliction of fear of physical harm, bodily injury, or assault; nonconsensual sexual conduct or nonconsensual sexual penetration; coercive control; unlawful harassment; or stalking of one intimate partner by another intimate partner; or
 - (b) Physical harm, bodily injury, assault, or the infliction of fear of physical harm, bodily injury, or assault; nonconsensual sexual conduct or nonconsensual sexual penetration; coercive control; unlawful harassment; or stalking of one family or household member by another family or household member.

- Sexual Assault is defined in Clery ([34 CFR 668.46](#)) as: an offense that meets the definition of rape, fondling, incest or statutory rape as used in the FBI’s UCR program. Washington State doesn’t define the term Sexual Assault, but [RCW 9A.44 Sex Offenses](#) defines those sex offenses mentioned in Clery.
 - Per [RCW 9A.44.010](#) as: (2) "Consent" means that at the time of the act of sexual intercourse or sexual contact there are actual words or conduct indicating freely given agreement to have sexual intercourse or sexual contact.

- Per [RCW 7.105.010](#), “Stalking” means any of the following:
 - Any act of stalking as defined under RCW [9A.46.110](#);
 - Any act of cyber harassment as defined under RCW [9A.90.120](#);
 - Any course of conduct involving repeated or continuing contacts, attempts to contact, monitoring, tracking, surveillance, keeping under observation, disrupting activities in a harassing manner, or following of another person that:
 - Would cause a reasonable person to feel intimidated, frightened, under duress, significantly disrupted, or threatened and that actually causes such a feeling;
 - Serves no lawful purpose; and
 - The respondent knows or reasonably should know, threatens, frightens, or intimidates the person, even if the respondent did not intend to intimidate, frighten or threaten the person.

[WWCC Student Code of Conduct](#) (Appendix H) and [Supplemental Title IX Code of Conduct Rules](#) (see Appendix I) describe WWCC conduct jurisdiction and process. WWCC partners with the YWCA and Walla Walla Police Department in assisting the reporting parties of sexual assault, domestic violence and stalking.

Victims of sexual assault, domestic violence and stalking are encouraged to report the incident as soon as possible, and to seek medical treatment for injuries and for the collection of physical evidence. While it is completely up to the reporting party if they wish to pursue the matter criminally, care should be taken to collect and preserve physical (biological) evidence, electronic evidence such as communications, recordings and pictures, and any other potential evidence in a timely manner. Services may be sought from [Providence St. Mary SART](#) at no cost to the victim.

Reporting parties of sexual assault, domestic violence and stalking are encouraged to report the matter to agencies listed, as well as those listed above;

WWCC Campus Security & Eh&S Department (509)526-7233 or campussafety@wwcc.edu	WWCC Title IX Coordinator Dr. Marco Baeza (509)527-1869 or marco.baeza@wwcc.edu
Walla Walla Police Department Emergency call or text 911 Non-emergency dispatch (509)527-1960	Clarkston Police Department Emergency call or text 911 Non-emergency dispatch (509)758-2331

In the event a sexual assault, domestic violence, or stalking is reported to WWCC, the following steps will be taken to assist the reporting party:

1. If the incident has not been reported to law enforcement, WWCC will provide assistance in reporting at the discretion of the complainant. The reporting party retains ability to decline to notify law enforcement.
2. WWCC will provide information regarding no contact orders enforced at the college level, as well as protection orders available through the courts in [Walla Walla](#) and [Clarkston \(Asotin County\)](#) . Copies of any protection order granted should be sent to the director of Security & EH&S.
3. WWCC will provide information regarding services including counseling, mental health, victim advocacy, legal aid, and other appropriate services within WWCC and the community.
4. WWCC will make every effort to maintain confidentiality of the reporting party, taking the following steps to aid in this:
 - a. Complainant identifying information will not be included in the daily crime log or in any timely warning issued to the campus community.
 - b. Upon request, personal information may be removed from publicly available directories by contacting the registrar's office.
 - c. Complainant identity information will only be provided to individuals who have a specific need to know as part of the investigation or judicial adjudication process, or who are providing support services.
 - d. The complainant may be allowed to testify in limited privacy, as long as the process does not compromise the accused students' right to cross examination. Determination on this will be made by the Student Conduct Board Chairperson or the Student Conduct Committee Chairperson.
5. WWCC will upon written request, disclose alleged complainant of a crime of violence (pursuant to [US Code 18 section 16](#)), or a non-forcible sex offense, the report on the results of any disciplinary proceeding conducted by such institution against any student who is the alleged perpetrator of such crime or offense. If the alleged complainant is deceased as result of such crime or offense, the next of kin of such complainant shall be treated as the alleged complainant.
6. WWCC will provide written explanation of rights when a report of dating violence, domestic violence or stalking is received regardless of where the incident(s) occurred.

Sexual Harassment

WWCC is committed to ensuring employees and students work and learn in an environment where mutual respect and consideration are demonstrated by all community members. Sexual harassment is unacceptable and will be dealt with promptly. [Sexual Harassment Procedure 5640](#) may be found on the website and in Appendix J of this document. The supplemental Title IX Student conduct rules administrative policy 7120 - [WAC 132T-105](#) is here and in Appendix I of this document.

Disclosure of crime report to complainants of sex offense

WWCC upon written request disclose to the alleged complainant of a crime of violence ([US Code 18 section 16](#)) or a non-forcible sex offense, the report on the results of any disciplinary proceeding

conducted by WWCC against a student who is the alleged perpetrator of the offense. If the alleged complainant is deceased as a result of such crime or offense, the next of kin of such complainant will be treated as the alleged complainant for purposes of this paragraph.

Reporting Options for persons impacted by illegal discrimination or harassment, sexual harassment, sexual assault, or other forms of sexual violence

WWCC's complaint procedure provides an administrative process for investigation and resolution of complaints alleging violations of civil rights laws, including Title IX, unfair treatment based upon protected categories, bullying, hazing, sexual harassment, sexual violence, sexual coercion rape or sexual assault. If you have experienced any of this, you have reporting options. In the event of immediate danger, call or text 911, WWCC Title IX coordinator is Dr. Marco Baeza (509)527-1869 or marco.baeza@wwcc.edu. You may also complete a report regarding this or a number of other issues at <https://www.wwcc.edu/current-students/make-a-report/> on the WWCC website. If you are granted a protection order, please provide a copy to the Security & EH&S office tracy.klem@wwcc.edu .

Registered Sex Offenders

In accordance with the Campus Sex Crimes Prevention Act of 2000, WWCC provides contact information for the Walla Walla County Sheriff's Department, The Asotin County Sheriff's Department, and the Washington Association of Sheriff's and Police Chiefs for sex offender information. Sex offenders are required to notify the college of their status, and complete the steps located on the [WWCC RSO Student Enrollment](#) webpage prior to registering.

Walla Walla County Sheriff's Department (509) 524-5400 https://www.co.walla-walla.wa.us/departments/sheriff/sex_offender_information.php

Asotin County Sheriff's Department (509) 243-4717
<https://www.co.asotin.wa.us/239/Sex-Offenders>

Washington Association of Sheriffs and Police Chiefs
<https://www.waspc.org/sex-offender-information>

In the State of Washington, sex offenders enrolling into public or private higher education, or seeking employ with one are required to notify the local Sheriff of that intention. The Vice President of Student Services' office provides the information for posting to departments on any level III sex offender who is registered as a student.

Instructors who have a level II or III sex offender enrolled in their class will be notified in addition to the following departments and individuals: Counselors, child care centers, student life directors, campus security. Notification of level I sex offenders will be determined on a case by case basis. Use of this public information to threaten, intimidate, or harass sex offenders is not tolerated by the college or law enforcement, and could subject participants to disciplinary action pursuant to the [WWCC Student Code of Conduct](#), as well as the [Supplemental Title IX Student Conduct Rules](#).

Appendix A-Clery Act Crimes most Associated with Washington State Law

The following is a listing of Washington State law, the [Revised Code of Washington](#) (RCW) that most closely relate to the federal Clery definitions articulated in this report. Due to the varying elements in the RCW, every situation whereby the elements of an RCW are met may not match the elements of the Clery definitions. Determination if the Clery definitions are met will be on a case by case basis.

Murder and Non-Negligent Manslaughter:

- [RCW 9A.32.030 Murder in the First Degree](#)
- [RCW 9A.32.050 Murder in the Second Degree](#)

Manslaughter by Negligence

- [RCW 9A.32.055 Homicide by Abuse](#)
- [RCW 9A.32.060 Manslaughter in the First Degree](#)
- [RCW 9A.32.070 Manslaughter in the Second Degree](#)

Rape

- [RCW 9A.44.040 Rape in the First Degree](#)
- [RCW 9A.44.050 Rape in the Second Degree](#)
- [RCW 9A.44.060 Rape in the Third Degree](#)

Fondling

- [RCW 9A.44.100 Indecent Liberties](#)
- [RCW 9A.44.083 Child Molestation in the First Degree](#)
- [RCW 9A.44.086 Child Molestation in the Second Degree](#)

Incest

- [RCW 9A.64.020 Incest](#)

Statutory Rape

- [RCW 9A.44.073 Rape of a Child in the First Degree](#)
- [RCW 9A.44.076 Rape of a Child in the Second Degree](#)
- [RCW 9A.44.079 Rape of a Child in the Third Degree](#)

Robbery

- [RCW 9A.56.190 Robbery-Definition](#)
- [RCW 9A.56.200 Robbery in the First Degree](#)
- [RCW 9A.56.210 Robbery in the Second Degree](#)

Aggravated Assault

- [RCW 9A.36.011 Assault in the First Degree](#)
- [RCW 9A.36.021 Assault in the Second Degree](#)
- [RCW 9A.36.031 Assault in the Third Degree](#)

Burglary

- [RCW 9A.52.020 Burglary in the First Degree](#)
- [RCW 9A.52.025 Residential Burglary](#)
- [RCW 9A.52.030 Burglary in the Second Degree](#)

Motor Vehicle Theft

- [RCW 9A.56.065 Theft of Motor Vehicle](#)
- [RCW 9A.56.070 Taking Motor Vehicle Without Permission in the First Degree](#)
- [RCW 9A.56.075 Taking Motor Vehicle Without Permission in the Second Degree](#)

Arson

- [RCW 9A.48.020 Arson in the First Degree](#)
- [RCW 9A.48.030 Arson in the Second Degree](#)

Hate Crimes

- [RCW 9A.36.080 Hate Crime Offense-Definition and Criminal Penalty](#)

Larceny-Theft

- [RCW 9A.56.030 Theft in the First Degree](#)
- [RCW 9A.56.040 Theft in the Second Degree](#)
- [RCW 9A.56.050 Theft in the Third Degree](#)

Simple Assault

- [RCW 9A.36.041 Assault in the Fourth Degree](#)

Intimidation

- [RCW 9A.46.020 Harassment](#)

Hazing

- [RCW 28B.10.901 Hazing](#)

VIOLENCE AGAINST WOMEN'S ACT (VAWA)

Domestic Violence

- [RCW 10.99.020 Domestic Violence-Official Response Definitions](#)

Dating Violence

- [RCW 10.99.020 Domestic Violence-Official Response Definitions](#)

Stalking

- [RCW 9A.46.110 Stalking](#)

ARRESTS AND REFERRALS FOR DISCIPLINARY ACTION

Weapons: Carrying, Possessing, Etc.,

- [RCW 9.41.040 Unlawful Possession of Firearms](#)
- [RCW 9.41.230 Aiming or Discharging Firearms, Dangerous Weapons](#)
- [RCW 9.41.240 Possession of a Pistol or Semiautomatic Assault Rifle by Persons 18 to 21](#)
- [RCW 9.41.250 Dangerous Weapons-Penalty](#)
- [RCW 9.41.270 Weapons Apparently Capable of Producing Bodily Harm-Unlawful Carrying or Handling](#)
- [RCW 9.41.280 Possessing Dangerous Weapons on School Facilities](#)
- [RCW 9.41.282 Possessing Dangerous Weapons on Child Care Premises](#)
- [RCW 9.41.360 Unsafe Storage of a Firearm](#)

Drug Abuse Violations

- [RCW 69.50.401 Prohibited Acts: A-Penalties](#)

- [RCW 69.50.4013 Possession of Controlled Substance-Penalty-Possession of Useable Marijuana, Marijuana Concentrates, or Marijuana-Infused Products-Delivery](#)
- [RCW 69.50.4014 Possession of Forty Grams or Less of Marijuana-Penalty](#)
- [RCW 69.50.4015 Involving a Person Under 18 in Unlawful Controlled Substance Transaction-Penalty](#)
- [RCW 69.50.402 Prohibited Acts: B-Penalties](#)
- [RCW 69.50.403 Prohibited Acts: C-Penalties](#)
- [RCW 69.50.406 Distribution to Persons Under Age Eighteen](#)
- [RCW 69.50.407 Conspiracy](#)
- [RCW 69.50.408 Second or Subsequent Offenses](#)
- [RCW 69.50.410 Prohibited Acts: D-Penalties](#)
- [RCW 69.50.412 Prohibited Acts: E-Penalties](#)
- [RCW 69.50.4121 Drug Paraphernalia-Selling or Giving-Penalty](#)
- [RCW 69.50.415 Controlled Substances Homicide-Penalty](#)
- [RCW 69.50.416 Counterfeit Substances Prohibited-Penalties](#)
- [RCW 69.50.435 Violations Committed in or on Certain Public Places or Facilities-Additional Penalty-Defenses-Construction-Definitions](#)
- [RCW 69.50.438 Cathinone or Methcathinone-Additional Fine](#)
- [RCW 69.50.440 Possession with Intent to Manufacture-Penalty](#)
- [RCW 69.50.445 Opening Package of or Consuming Marijuana, Useable Marijuana, Marijuana Infused Products, or Marijuana Concentrates in View of General Public Place-Penalty](#)
- [RCW 69.50.450 Butane or Other Explosive Gases](#)
- [RCW 69.50.455 Synthetic Cannabinoids-Unfair or Deceptive Practice Under RCW 19.86.020](#)
- [RCW 69.50.460 Cathinone or Methcathinone-Unfair or Deceptive Practice Under RCW 19.86.020](#)
- [RCW 69.50.465 Conducting or Maintaining Marijuana Club-Penalty](#)
- [RCW 69.50.475 Marijuana Retail Outlets-Sale to Persons Under the Age of 21-Penalty](#)

Liquor Law Violations

- [RCW 66.44.100 Opening or consuming liquor in a public place-Penalty](#)
- [RCW 66.44.270 Furnishing Liquor to Minors-Possession, use-Penalties-Exhibition of effects-Exceptions](#)
- [RCW 66.44.290 Minor Purchasing or attempting to purchase liquor-Penalty](#)

Appendix B- Listing of non-campus locations

Quality Inn	723 7 th Ave	Longview	WA	98632
Holiday Inn Express	7205 NE 41 st St	Vancouver	WA	98662
Holiday Inn Tacoma	8402 S. Hosmer St	Tacoma	WA	98444
Days Inn & Suites by Windham Spokane	3033 N. Division St	Spokane	WA	99207
Sleep Inn	1221 SE 1 st Ave	Ontario	OR	97914
Wyndham	1415 River Dr	Moline	IL	61265
Holiday Inn	4509 Main St	Dubuque	IA	52001
Holiday Inn Express	2127 La Porte Rd	Waterloo	IA	50702
Comfort Inn	3015 E. Riverside Dr	Susanville	CA	96130
Quality Inn	280 W. Appleway Ave	Couer d'Alene	ID	83814
Homewood Suites	11926 NE Glenn Widing Dr	Portland	OR	97220
Hampton Inn & Suites Northgate Seattle	9550 1 st Ave NE	Seattle	WA	98115
Holiday Inn Express & Suites Auburn Downtown	507 C St SW	Auburn	WA	98001
Ramada Inn	15901 West Valley Hwy	Tukwila	WA	98188
Residence Inn	1255 NE North Fairway Rd	Pullman	WA	99163
Best Western Plus	908 Specht Ave	Caldwell	ID	83603
Red Lion	11211 Main St	Bellevue	WA	98004
Hilton Garden Inn	3801 Alderwood Mall Blvd	Lynnwood	WA	98036
Comfort Inn & Suites	13700 Aurora Ave N	Seattle	WA	98133
Holiday Inn Express	75 82 nd Dr	Gladstone	OR	97027
The Mission Inn	3649 Mission Inn Ave	Riverside	CA	92501
Clarkston High School	401 Chestnut St	Clarkston	WA	99403
WW Co Fire Stn 41	2251 S. Howard St	Walla Walla	WA	99362
Walla Walla Center for Children and Families	1150 W. Chestnut St	Walla Walla	WA	99362
Blue Mt Humane Society	7 E. George St	Walla Walla	WA	99362
Walla Walla Senior Center	720 Sprague St	Walla Walla	WA	99362
Marcus Whitman Gem & Mineral Society Club House	6522 Old Hwy 12	Walla Walla	WA	99362
Walla Walla County Fairgrounds	363 Orchard St	Walla Walla	WA	99362
Brent Palmer Arena	51884 Fruitvale Rd	Milton-Freewater	OR	97862
CDL Practice Lot	430 E. Boeing Ave	Walla Walla	WA	99362
Wine Vineyard 1	G St between Hwy 12 and Navion Ln	Walla Walla	WA	99362
Wine Vineyard 2	Block between E. Douglas Ave, E St, E. Curtis Ave and 4 th St	Walla Walla	WA	99362

Wine Vineyard 3

North side of block of E
St, F St, E. Curtis Ave
and 4th St

Walla Walla

WA

99362

Appendix C- List of Law Enforcement Agencies contacted for Crime Statistics

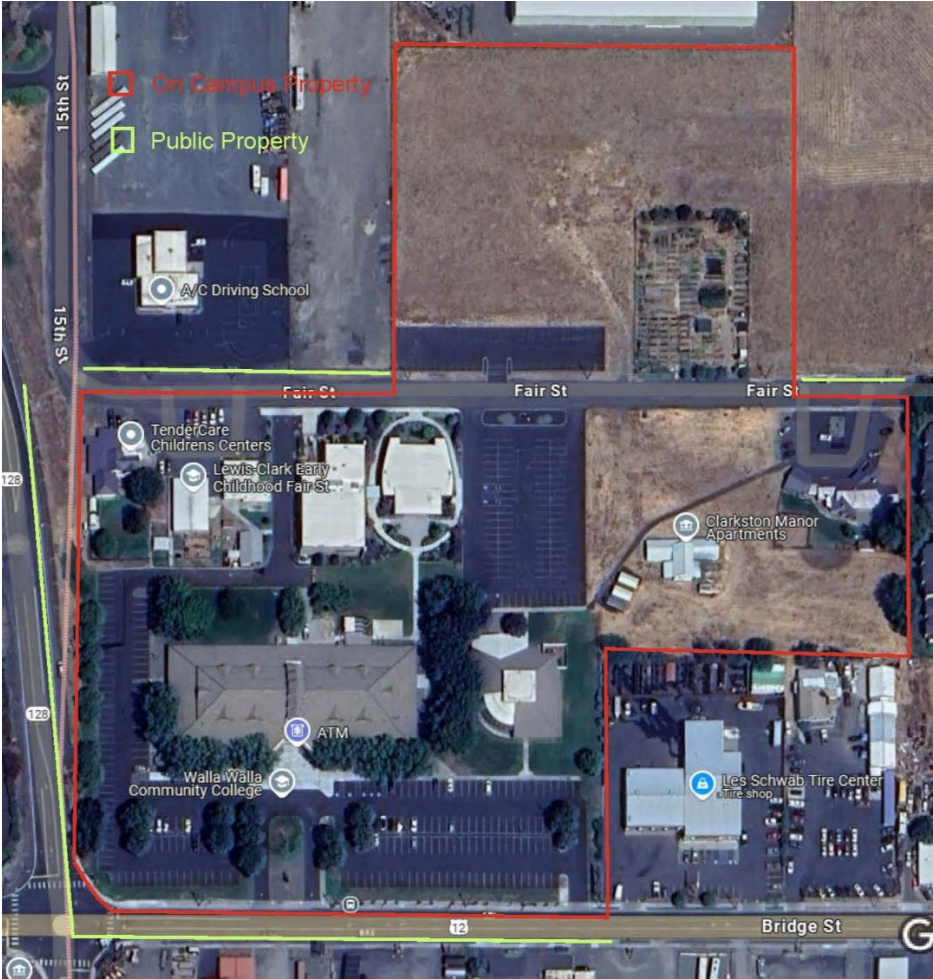
Auburn Police Department	340 E. Main St	Auburn, WA 98002
Bellevue Police Department	450 110 th Ave NE	Bellevue, WA 98004
Caldwell Police Department	110 S. 5 th Ave	Caldwell, ID 83605
Clarkston Police Department	830 5th St.	Clarkston, WA 99403
Couer d'Alene Police Department	3838 N. Schreiber Way	Couer d'Alene, ID 83815
Dubuque Police Department	770 Iowa St	Dubuque, IA 52001
Gladstone Police Department	18505 Portland Ave	Gladstone, OR 97027
Longview Police Department	1531 Hudson St	Longview, WA 98632
Lynnwood Police Department	19321 44 th Ave W	Lynnwood, WA 98036
Moline Police Department	1640 6 th Ave.	Moline, IL 61265
Ontario Police Department	444 SW 4 th St.	Ontario, OR 97914
Portland Police Bureau	1111 SW 2 nd Ave	Portland, OR 97204
Pullman Police Department	260 SE Kamiaken St	Pullman, WA 99163
Riverside Police Department	4102 Orange St	Riverside, CA 92501
Seattle Police Department	PO Box 94726	Seattle, WA 99163
Spokane Police Department	1100 W. Mallon Ave	Spokane, WA 99260
Susanville Police Department	1801 Main St	Susanville, CA 96130
Tacoma Police Department	3701 S. Pine St	Tacoma, WA 98409
Tukwila Police Department	6200 Southcenter Blvd	Tukwila, WA 98188
Umatilla Co Sheriff's Office	4700 NW Pioneer Pl	Pendelton, OR 97862
Vancouver Police Department	2800 NE Stapleton Rd.	Vancouver, WA 98661
Walla Walla County Sheriff's Department	240 West Alder St.	Walla Walla, WA 99362
Walla Walla Police Department	54 E Moore St.	Walla Walla, WA 99362
Waterloo Police Department	715 Mulberry St	Waterloo, IA 50703

Appendix D- Clery Reportable Geography Maps

Walla Walla Campus



Clarkston Campus



Appendix E- Evacuation Rally Point Maps



Evacuation Locations



Clarkston Campus



Appendix F- Campus Security Authorities

Name	Job/description
Maria Guadalupe Alonso	TRIO advisor
Shawntelle Armstrong	Clarkston Nursing Instructor / BEC
Abel Bautista	Head Men's Soccer Coach
Tim Bennett	Security Guard
Jodi Ann Bice	Clarkston Nursing Club advisor
Erika Bockman	Director Admissions/Registrar
Paul Boyd	Clarkston Video Game Club advisor / BEC
Genevieve Bross	Clarkston Nursing Instructor
Angelica Can	Program Specialist 2 allied health/BEC
Nick Chamberlain	Purchasing Manager
Rolando Chavez	Custodian 4
Jennifer Clayton	Nursing /Allied Health Dean
Lauren Conrad-Goff	Director SSS/TRIO, club advisor
Melany Coronado	Clarkston Nursing Club advisor
Cullen Coulston	John Deere Club advisor
Cristina Crawford	BAS Program Coordinator, Club Advisor
Gwen Dentinger	Education/Career Navigator / BEC
Debra Erikson	Asst Dean Student Success
Ashlee Dyan Farnsworth	Events Coordinator 3
Katie Frei	Program Coordinator Athletics/BEC
Martin Fujishin	Director Enology & Viticulture / BEC
Ben Granchukoff	Emergency Manager
Jordan Hacker	Women's Soccer Coach
Michele Hanford	Student Rec & Wellness Coord / BEC
Bobbi Hazeltine	Women's Basketball Head Coach
Aidan Hinshaw	Communications Instructor/BEC
Melissa Holecek	Asst Director Outreach
Howard Holland	Clarkston Welding Club Advisor / BEC
Joni Jackson-Vance	Clarkston Library / Culture Club Advisor
Julie Jones	PT Faculty
Brooke Kaawa	Head Volleyball Coach
Tessa Kimball	Asst Dean Enrl Svc / Financial Aid
Lauren Kimler	Program Assistant Clarkston SGA
Ashley Lawyer	Cosmetology lead
Justin Lewis	Building / Grounds Supervisor Clarkston / BEC
Lori Loseth	Science Instructor Clarkston
Marisol Luengas-Maya	Club Advisor
Matt Lyon	GUS-Gearheads United Society advisor
Wesley Maier	Criminal Justice Club Advisor
Rebecca Manderscheid	Nursing ed
Kris Margart	Welding Club Advisor/BEC
Trina Mccoon	Nursing Club Advisor
Michelle Mckibben	Cosmetology
Rhonda Miller	Senior Secretary Workforce / BEC
Chad Miltenberger	Clarkston Dean / BEC
Marley Olson	Phi Theta Kappa Honor Society advisor
Rodney Outlaw	Audio Club Advisor

Logan Parker	Head Softball Coach
Llona Pease-Verwer	Nursing Club Advisor
Kt Peterson	Clarkston Program Manager / BEC
Alan Raeder	Farm to Fork Club Advisor
Jeffrey Reinland	Athletic Director/Head Men's Basketball Coach
Sara Ritchie	Club Advisor
Dennis Richardson	Computer Science Instructor / BEC
Melissa Rodriguez	Director Outreach
Michael Rostollan	Business Instructor
Vince Ruzika	Director Student Activities / BEC
Tracy Sereda	DECA club advisor
Michael Sholar	Clarkston Natural Science Instructor / BEC
Scott Skramstad	Security Guard
Jade Smith	Rodeo Head Coach
Matthew Stacey	Director Academic Success Center
Valdasue Steele	Clarkston TRIO advisor
Jennifer Stone	Early Childhood Prog Spec 3/BEC
Allen Sutton	Director Connection & Belonging/Club Advisor
Jennifer Taylor	Library Archives Para3
Andrew Trogstad-Isaacson	WEC interim director / BEC
Grayson Wallis	Farm to Fork Club Advisor
Colby Watilo	Head Baseball Coach/Athletics Operations Mgr
Laura Wooster	Asst Director Admissions/BEC

Appendix G- Memorandum of Understanding WWCC/WWPD

Memorandum of Understanding

Between Walla Walla Community College and the City of Walla Walla Police Department

THIS MEMORANDUM OF UNDERSTANDING (MOU) is entered into by and between Walla Walla Community College ("WWCC"), and the City of Walla Walla Police Department ("WWPD"). This MOU is meant as a guide to help formalize the commitment of the parties to work together to provide the effort and support required to aid the overall response to sexual assault at WWCC. The parties share the goal of preventing sexual assault at WWCC and the broader community, and responding appropriately to victims of sexual assault. This MOU is intended to allow WWCC to meet its obligations to resolve sexual assault complaints promptly and equitably under Title IX of the United States Education Amendments of 1972 and requirements of SSB 5518, §5.

I. Description of the Parties

a. Walla Walla Community College, first established in 1967, is a public community college with its main campus in Walla Walla, as well as serving many communities in southeastern Washington. It has an annual enrollment of over 10,000 students.

b. The City of Walla Walla is home to Walla Walla Community College main campus and has a population of nearly 32,000.

II. History of Collaborative efforts

The parties have historically collaborated on sexual violence prevention at WWCC. This MOU builds on the previous efforts to provide the best available services to victims and training relevant personnel.

III. The Role of WWCC

WWCC agrees to:

a. Identify a central point of contact with respect to this MOU. The WWCC point of contact shall be the Title IX Administrator;

b. Provide training to its employees about: the federal and state requirements for WWCC in responding to sexual assault; WWCC's Code of Conduct, policies and procedures in responding to sexual assault and the educational and other accommodations that can be provided to victims of sexual assault. Additionally, WWCC will take care to train its employees in the

differing status of offenses (e.g. sexual misconduct and assault) as defined and investigated by WWCC as compared to similar criminal (or non-criminal) offenses;

c. Provide to its employees and students printed and online materials about reporting options, including information about how to file a complaint with WWCC and how to report a crime to campus Security or WWPDP;

d. Collaborate and coordinate with WWPDP with respect to investigations so as to allow the WWPDP to promptly and efficiently investigate and / or seek prosecution of all matters reported to them and allow WWCC to promptly and equitably investigate all matters reported to it;

e. Inform the WWPDP about the reporting obligations of WWCC employees and identify those employees with whom students can speak confidentially;

f. Inform the WWPDP about WWCC investigations in matters where the claimant/victim is known or suspected to have made a criminal report (consistent with WWCC's legal obligation to promptly investigate);

g. Ensure the availability of its contacts (as provided for herein) and its Title IX Administrator to meet regularly with the WWPDP; and

h. Collaborate with WWPDP on prevention approaches and activities.

IV. The Role of the City

The City agrees to:

a. Identify a central point of contact for WWCC and with respect to this MOU. Generally, the City's point of contact will be its assigned police Captain for any investigations pursuant to this MOU and the City Attorney's office as to the MOU itself;

c. Collaborate with WWCC on training and resources for sexual assault prevention as well as general prevention approaches and activities;

d. Collaborate and coordinate with WWCC with respect to investigations so as to allow the WWPDP to promptly and efficiently investigate and /or seek possible prosecution of matters reported to them and allows WWCC to promptly and equitably investigate all matters reported to it;

VI. Miscellaneous

- a. Nothing herein shall be interpreted to limit or restrict each of the party's legal, jurisdictional or other obligations with respect to the subject matter of this MOU;
- b. The parties understand that each of them has or may have interim obligations with respect to interim or long term safety and security of their respective constituents. For example, despite an ongoing WWPD investigation, WWCC may be required to engage in interim actions or dismiss a student for safety / security concerns despite an ongoing WWPD investigation. This MOU is intended, in part, to facilitate discussion in advance of and as part of such activities; and
- c. The parties agree to meet as necessary to discuss and effectuate any amendments necessary to this MOU.
- d. Parties may withdraw from this MOU without cause upon notifying the other party in writing 30-days prior to withdrawal.
- e. This MOU will automatically renew each year on the anniversary date that it was originally signed, unless a party has withdrawn their participation in the MOU.


Signed this 31st day of October, 2016 in Walla Walla, Washington.

Walla Walla Community College




Derek R. Brandes, President

City of Walla Walla



Nabiel Shawa, City Manager



Scott Beiber, Chief of Police

Appendix H

WALLA WALLA COMMUNITY COLLEGE

STUDENT CODE OF CONDUCT ADMINISTRATIVE POLICY 7110 - [WAC 132T-100](#)

WAC 132T-100-010

Preamble.

Walla Walla Community College District 20 is supportive of diversity among ideas, cultures, and student characteristics in the pursuit of advancing one's education. A responsibility to secure, respect, and protect such opportunities and conditions is shared by all members of the academic community. As a member of this community, students are expected to uphold and be accountable for this student code of conduct both on and off campus and acknowledge that the college has the authority to take disciplinary action when a student violates these policies. As an agency of the state of Washington, the college must respect and adhere to all laws established by local, state, and federal authorities. This student code of conduct has been developed to educate students and protect the welfare of the community.

[Statutory Authority: RCW [34.05.250](#) and [28B.50.140](#). WSR 22-18-029, § 132T-100-010, filed 8/29/22, effective 9/29/22.]

WAC 132T-100-020

Statement of student rights.

As members of the academic community, students are encouraged to develop the capacity for critical judgment and to engage in an independent search for truth. Freedom to teach and freedom to learn are inseparable facets of academic freedom. The freedom to learn depends upon appropriate opportunities and conditions in the classroom, on the campus, and in the larger community. Students should exercise their freedom with responsibility. The responsibility to secure and to respect general conditions conducive to the freedom to learn is shared by all members of the college community. The following enumerated rights are guaranteed to each student within the limitations of statutory law and college policy, and are deemed necessary to achieve the educational goals of the college, including:

(1) Academic freedom - Students are guaranteed the rights of free inquiry, expression, and assembly upon and within college facilities that are generally open and available to the public. Students are free to pursue appropriate educational objectives from among the college's curricula, programs, and services, subject to the limitations of RCW [28B.50.090](#) (3)(b). Students shall be protected from academic evaluation which is arbitrary, prejudiced, or capricious, but are responsible for meeting the standards of academic performance established by each of their instructors. Students have the right to a learning environment which is free from unlawful discrimination, inappropriate and disrespectful conduct, and all harassment, including sexual harassment. Individuals shall abide by all college administrative policies and procedures on academic freedom and expressive speech. Chapter [132T-105](#) WAC describes the college's student conduct procedures for handling Title IX complaints.

(2) Due process - The rights of students to be secure in their persons, quarters, papers, and effects against unreasonable searches and seizures is guaranteed. No disciplinary sanction may be imposed on any student without notice to the accused of the nature of the charges. A student accused of violating this student code of conduct is entitled, upon request, to procedural due process as set forth in this chapter.

[Statutory Authority: RCW [34.05.250](#) and [28B.50.140](#). WSR 22-18-029, § 132T-100-020, filed 8/29/22, effective 9/29/22.]

WAC 132T-100-030

Definitions.

The following definitions shall apply for the purpose of this student code of conduct unless such terms are defined otherwise herein:

Advisor - A person of the complainant's or respondent's choosing who can accompany the complainant or respondent to any conduct-related meeting or proceeding. This person cannot be involved in the case either as a witness or a college employee who has been involved in the matter. Chapter [132T-105](#) WAC describes the college's student conduct procedures for handling Title IX complaints.

Assembly - Any overt activity engaged in by one or more persons, the object of which is to gain publicity, advocate a view, petition for a cause, or disseminate information to any person, persons, or group of persons.

Board of trustees – The five member governance board appointed by the governor of the state of Washington for Walla Walla Community College District 20.

Business day – A weekday, excluding weekends, college holidays, or other days the college is closed, most often used to represent a timeline of 10 days or less.

Calendar day – A calendar day includes weekdays and weekends, most often used to represent a timeline of more than 10 days.

College – This chapter is specific to Walla Walla Community College District 20.

College employee – Any person employed by the college or volunteering at the college performing assigned duties.

College facilities - Any and all real and personal property controlled, rented, leased, or operated by the college, including all buildings and appurtenances affixed thereon or attached thereto. College facilities extend to distance education classroom environments and agencies or institutions that have educational agreements with the college.

College premises – All campuses of the college, wherever located, and includes all land, buildings, facilities, vehicles, equipment, and other property owned, used, or controlled by the college including parking lots, adjacent streets, and sidewalks.

Complainant - A person who reports that a violation of the student code of conduct has occurred towards themselves, another person, a group of people, or college property. In matters of sexual misconduct outside of the Title IX definition, a complainant is an alleged victim of sexual misconduct. Chapter [132T-105](#) WAC describes the college's student conduct procedures for handling Title IX complaints.

Complaint - A description of facts that allege a violation of the student code of conduct or other college policy.

Conduct review officer - The vice president of student services or designee responsible for receiving and for reviewing or referring appeals of student disciplinary actions in accordance with the procedures of this code.

Controlled substance – Any drug or substance as defined in chapter [69.50](#) RCW as now law or hereafter amended.

Disciplinary action – The process by which the student conduct officer imposes discipline against a student for a violation of the student code of conduct. Disciplinary action does not include instructional decisions and actions that are under the authority of faculty members and instructional administrators, such as determination of academic credit and grading. These determinations and any review or appeal of these are outside the scope of this chapter.

Disciplinary appeal – The process by which an aggrieved student can appeal the discipline imposed by the student conduct officer. Disciplinary appeals from a suspension in excess of 10 business days or an expulsion or dissolution of a student organization are heard by

the student conduct board. Appeals of all other appealable disciplinary action shall be reviewed by the conduct review officer through brief adjudicative proceedings.

Policy - The written regulations of the college as found in, but not limited to, the student code of conduct and any other official regulation written or in electronic form.

Preponderance of the evidence - The standard of proof used with all student disciplinary matters at the college that are within the jurisdiction of the student code of conduct, which means that the amount of evidence must be at 51 percent or more likely than not before a student is found responsible for a violation.

President - The chief executive officer of the college appointed by the board of trustees or, in such president's absence, the acting president or designee. The president is authorized to delegate any of their responsibilities and reassign any and all duties and responsibilities as set forth in this chapter as may be reasonably necessary.

RCW – Revised Code of Washington can be accessed at <http://apps.leg.wa.gov/rcw/>.

Respondent - The student(s) or student organization alleged to have violated a college policy, including this student code of conduct, and against whom disciplinary action is being taken or initiated. Chapter [132T-105](#) WAC describes the college's student conduct procedures for handling Title IX complaints.

Rules of the student code of conduct - The rules contained herein as now exist or which may be hereafter amended.

Service or filing - The process by which a document is officially delivered to a party.

Service or filing is deemed complete and computation of time for deadlines begins upon personal delivery of the document or upon the date the document is electronically mailed and/or deposited into the mail. Documents required to be filed with the college such as requests for appeals, are deemed filed upon actual receipt by the office as designated herein during office hours.

Student - Any person taking courses at or through the college, whether on a full-time or part-time basis, and whether such courses are credit courses, noncredit courses, online courses, continuing education courses, contract courses, or otherwise. Persons are considered students for purposes of this chapter who withdraw after allegedly violating the student code of conduct, including individuals who are:

(a) Not officially enrolled for a particular term but who have a continuing relationship with the college; or

(b) Who have been notified of their acceptance for admission.

Student conduct board - Also referred to as the SCB is a three member panel which presides over cases that could result in a sanction of expulsion, suspension for more than 10 business days, withholding or revocation of a degree or certificate, and/or loss of recognition of a student organization using the full adjudicative process pursuant to the Administrative Procedure Act, chapter [34.05](#) RCW.

Student conduct meeting - The conduct meeting with the student conduct officer using the brief adjudicative process to determine responsibility for violations of the student code of conduct.

Student conduct officer - Referred to as SCO, is the person designated by the college president to be responsible for the administration of the student code of conduct or designee. The SCO is authorized to delegate their responsibilities as may be reasonably necessary.

Student organization - Any number of persons who have complied with the formal requirements for college recognition, such as clubs and associations, and are recognized by the college as such.

Visitors – Guests, applicants, contractors, vendors, advisory board members, foundation board members, and members of the public on college premises.

WAC – The Washington Administrative Code can be accessed at

<http://app.leg.wa.gov/wac/>.

[Statutory Authority: RCW [34.05.250](#) and [28B.50.140](#). WSR 22-18-029, § 132T-100-030, filed 8/29/22, effective 9/29/22.]

WAC 132T-100-040

Authority.

The board of trustees, acting pursuant to RCW [28B.50.140](#)(13), delegates to the president of the college the authority to administer disciplinary action. Administration of the disciplinary procedures may be delegated by the president. Unless otherwise specified, the student conduct officer or designee shall serve as the principal investigator and administrator for alleged violations of this code.

[Statutory Authority: RCW [34.05.250](#) and [28B.50.140](#). WSR 22-18-029, § 132T-100-040, filed 8/29/22, effective 9/29/22.]

WAC 132T-100-045

Statement of jurisdiction.

Refer to chapter [132T-105](#) WAC for Title IX violations and jurisdiction as it applies to student conduct procedures related to Title IX.

(1) The student code of conduct shall apply to student conduct that occurs on college premises; at or in connection with college-sponsored activities; or to off-campus conduct that in the judgment of the college adversely affects the college community or the pursuit of its objectives.

(2) Jurisdiction extends to, but is not limited to, locations in which students are engaged in official college activities including, but not limited to, foreign or domestic travel, activities funded by the associated students, athletic events, training internships, cooperative and distance education, online education, practicums, supervised work experiences, or any other college-sanctioned social or club activities. Students are responsible for their conduct from notification of acceptance at the college through the actual receipt of a degree or certificate, even though conduct may occur before classes begin or after classes end, as well as during the academic year and during periods between terms of actual enrollment. These standards shall apply to a student's conduct even if the student withdraws from the college while a disciplinary matter is pending. The student conduct officer has sole discretion, on a case-by-case basis, to determine whether the student code of conduct will be applied to conduct that occurs off campus.

(3) In addition to initiating disciplinary proceedings for violation of the student code of conduct, the college may refer any violations of federal, state, or local laws to civil and criminal authorities for disposition. The college may continue with student disciplinary proceedings regardless of whether the underlying conduct is subject to civil proceedings or criminal prosecution.

[Statutory Authority: RCW [34.05.250](#) and [28B.50.140](#). WSR 22-18-029, § 132T-100-045, filed 8/29/22, effective 9/29/22.]

WAC 132T-100-050

Good standing.

The award of a degree or certificate is conditioned upon the student's good standing in the college and satisfaction of all program requirements. Good standing means the student has resolved any acts of academic or behavioral misconduct and has complied with all sanctions imposed because of any misconduct. The college shall deny award of a degree or certificate if

the student is dismissed from the college based on their misconduct. The college may withhold awarding a degree or certificate until the completion of the process set forth in the student code of conduct, including the completion of all sanctions imposed, if any.

[Statutory Authority: RCW [34.05.250](#) and [28B.50.140](#). WSR 22-18-029, § 132T-100-050, filed 8/29/22, effective 9/29/22.]

WAC 132T-100-060

Student conduct board.

The college will have a student conduct board (SCB) composed of three members who shall be vice presidents, deans, or directors as designated by the college and trained to conduct the full adjudicative process. The SCB will serve as a standing committee until a final decision is made regarding the student conduct matter for which it was convened. Any SCB member who has a personal relationship with either party or any personal or other interest which would prevent a fair and impartial review and decision, will be recused from the proceedings. One member, acting as the chair, will preside at the disciplinary hearing and will provide administrative oversight throughout the hearing process. Any three members constitute a quorum of the student conduct board and may act accordingly. The college may retain an advisor to the SCB, including an assistant attorney general. The conduct review officer (CRO) will convene the members of the SCB when necessary to adjudicate student code of conduct decisions. All SCB members will receive annual training in investigating and adjudicating student conduct matters in a manner that protects the safety and due process rights of the parties.

[Statutory Authority: RCW [34.05.250](#) and [28B.50.140](#). WSR 22-18-029, § 132T-100-060, filed 8/29/22, effective 9/29/22.]

WAC 132T-100-070

Decisions.

All student conduct decisions in this chapter are made using the preponderance of evidence standard of proof. These decisions become final after 21 calendar days from the date of notification to the student unless a written appeal is filed prior to that final date. Decisions to document a complaint without a sanction are not eligible for appeal. All decision notifications by the student conduct officer, student conduct board, conduct review officer, or president will include a statement of the decision, a summary of relevant facts upon which the decision was based, and the procedures for appealing that decision if applicable. The notification will be personally delivered, sent electronically to the student's college email address, or by mail to the student's most recent address on file with the college within 21 calendar days of the student conduct proceeding. Students are responsible for promptly notifying the college of changes to their mailing address.

(1) Decisions of findings or sanctions by the student conduct officer (SCO) which do not include sanctions of expulsion, suspension for more than 10 business days, withholding or revocation of a degree or certificate, or loss of recognition of a student organization may be appealed to the conduct review officer (CRO).

(2) Decisions of findings on all violations of the student code of conduct which include sanctions of expulsion, suspension for more than 10 business days, withholding or revocation of a degree or certificate, or loss of recognition of a student organization can be appealed to the student conduct board (SCB).

(3) Decisions of findings or sanctions from the CRO or SCB may be appealed to the college president. Decisions made by the college president are final.

[Statutory Authority: RCW [34.05.250](#) and [28B.50.140](#). WSR 22-18-029, § 132T-100-070, filed 8/29/22, effective 9/29/22.]

WAC 132T-100-100

Conduct—Rules and regulations.

The attendance of a student at the college is a voluntary entrance into the academic community. By such entrance, the student assumes obligations of performance and behavior reasonably imposed by the college relevant to its lawful missions, processes, and functions. It is the college's expectation that students will:

- (1) Conduct themselves in a responsible manner;
- (2) Comply with rules and regulations of the college and its departments;
- (3) Respect the rights, privileges, and property of other members of the academic community;
- (4) Maintain a high standard of integrity and honesty; and
- (5) Not interfere with legitimate college business appropriate to the pursuit of educational goals.

A student or student organization is responsible for the conduct of their invited guests, advisors, and representatives on or in college-owned or controlled property and at activities sponsored by the college or sponsored by any recognized college organization. All student clubs or organizations shall comply with the student code of conduct. When a member or members of a student club or organization violate the student code of conduct, the members and/or individual member may be subject to appropriate sanctions authorized by this student code of conduct. Any student or student organization that, either as a principal or participator or by aiding or abetting, commits or attempts to commit or who incites, encourages, or assists another person to commit a violation of any of the prohibited conduct, rules and regulations, or college policies will be subject to disciplinary action. [Statutory Authority: RCW [34.05.250](#) and [28B.50.140](#). WSR 22-18-029, § 132T-100-100, filed 8/29/22, effective 9/29/22.]

WAC 132T-100-105

Abusive conduct.

Physical and/or verbal abuse, threats, intimidation, harassment, online harassment, coercion, bullying, cyberbullying, retaliation, stalking, cyberstalking, and/or other conduct which threatens or endangers the health or safety of any person or which has the purpose or effect of creating a hostile or intimidating environment.

[Statutory Authority: RCW [34.05.250](#) and [28B.50.140](#). WSR 22-18-029, § 132T-100-105, filed 8/29/22, effective 9/29/22.]

WAC 132T-100-108

Abuse of the student conduct process.

Abuse of the student conduct process which includes, but is not limited to:

- (1) Failure to comply with any notice from a college employee to appear for a meeting or hearing as part of the student conduct process.
- (2) Willful falsification, distortion, or misrepresentation of information during the conduct process.
- (3) Disruption or interference with the orderly conduct of a college conduct proceeding.
- (4) Filing fraudulent charges or initiating a college conduct proceeding in bad faith.
- (5) Attempting to discourage an individual's proper participation in, or use of, the student conduct process.
- (6) Attempting to influence the impartiality of a member of the college conduct process prior to, during, and/or after any college conduct proceeding.

(7) Harassment (written, verbal, or physical), retaliation, and/or intimidation of any person or persons involved in the conduct process prior to, during, or after any college conduct proceeding.

(8) Failure to comply with the sanction(s) imposed under the student code of conduct.

[Statutory Authority: RCW [34.05.250](#) and [28B.50.140](#). WSR 22-18-029, § 132T-100-108, filed 8/29/22, effective 9/29/22.]

WAC 132T-100-111

Academic integrity.

Walla Walla Community College District 20 has adopted administrative policy 6010 - academic integrity and administrative procedure 6010 - academic integrity to enforce the institution's academic integrity rules. Please refer to them for additional information on the college's processes for handling academic integrity violations.

[Statutory Authority: RCW [34.05.250](#) and [28B.50.140](#). WSR 22-18-029, § 132T-100-111, filed 8/29/22, effective 9/29/22.]

WAC 132T-100-114

Dishonesty.

Any acts of dishonesty include, but are not limited to:

- (1) Forgery, alteration, submission of falsified documents, or misuse of any college document, record, or instrument of identification;
- (2) Tampering with an election conducted by or for college students; or
- (3) Furnishing false information, or failing to furnish correct information, in response to the request or requirement of a college employee.

[Statutory Authority: RCW [34.05.250](#) and [28B.50.140](#). WSR 22-18-029, § 132T-100-114, filed 8/29/22, effective 9/29/22.]

WAC 132T-100-117

Obstructive or disruptive conduct.

Conduct that is disorderly, lewd, indecent, or assisting or encouraging another person to obstruct or disrupt, not otherwise protected by law, that interferes with, impedes, or otherwise unreasonably hinders:

- (1) Instruction, research, administration, disciplinary proceeding, or other college activities, including the obstruction of the free flow of pedestrian or vehicular movement on college property or at a college activity; or
- (2) Any activity that is authorized to occur on college property, whether or not actually conducted or sponsored by the college.

[Statutory Authority: RCW [34.05.250](#) and [28B.50.140](#). WSR 22-18-029, § 132T-100-117, filed 8/29/22, effective 9/29/22.]

WAC 132T-100-120

Assault, intimidation, harassment.

Unwanted touching, physical abuse, verbal (written or oral) abuse, threat(s), intimidation, harassment, bullying, or other conduct which harms, threatens, or is reasonably perceived as threatening the health or safety of another person or another person's property. For purposes of this code, bullying is defined as repeated or aggressive unwanted behavior, not otherwise protected by law that intentionally humiliates, harms, or intimidates the victim.

[Statutory Authority: RCW [34.05.250](#) and [28B.50.140](#). WSR 22-18-029, § 132T-100-120, filed 8/29/22, effective 9/29/22.]

WAC 132T-100-123

Cyber misconduct.

Cyberstalking, cyberbullying, or online harassment. Use of electronic communications including, but not limited to, electronic mail, instant messaging, electronic bulletin boards, and social media sites, to harass, abuse, bully, or engage in other conduct which harms, threatens, or is reasonably perceived as threatening the health or safety of another person. Prohibited activities include, but are not limited to, unauthorized monitoring of another's email communications directly or through spyware, sending threatening emails, disrupting electronic communications with spam or by sending a computer virus, sending false messages to third parties using another's email identity, nonconsensual recording of sexual activity, and nonconsensual distribution of a recording of sexual activity.

[Statutory Authority: RCW [34.05.250](#) and [28B.50.140](#). WSR 22-18-029, § 132T-100-123, filed 8/29/22, effective 9/29/22.]

WAC 132T-100-126

Property violation.

Damage to, theft, misappropriation of, unauthorized use or possession of, vandalism, or other nonaccidental damaging or destruction of college property or the property of another person. Property for purposes of this section includes computer passwords, access codes, identification cards, personal financial account numbers, other confidential personal information, intellectual property, and college trademarks.

[Statutory Authority: RCW [34.05.250](#) and [28B.50.140](#). WSR 22-18-029, § 132T-100-126, filed 8/29/22, effective 9/29/22.]

WAC 132T-100-129

Failure to comply with directive.

Failure to comply with the directive of a college employee who is acting in the legitimate performance of their duties, including conduct directives contained in a program student handbook, and failure to properly identify oneself to such a college employee when requested to do so.

[Statutory Authority: RCW [34.05.250](#) and [28B.50.140](#). WSR 22-18-029, § 132T-100-129, filed 8/29/22, effective 9/29/22.]

WAC 132T-100-132

Weapons violations.

A weapons violation includes the possession, exhibiting, displaying, or use of any firearm, explosive, dangerous chemical, knife, or other instrument capable of inflicting serious bodily harm in circumstances that are reasonably perceived as causing alarm for the safety of any person. The term weapons violation includes any threat to use a weapon to harm any person and the use of any fake weapon or replica to cause the apprehension of harm. Weapons violation does not include the lawful possession of any personal protection spray device authorized under RCW [9.91.160](#). The term weapons violation further includes possession on college premises of any firearm or other dangerous weapon in violation of public law, this chapter, or college policy. Examples include, but are not limited to:

(1) Firearms, explosives, dangerous chemicals, or other dangerous weapons or instrumentalities not permitted on campus premises, except for authorized campus purposes, or unless prior written approval has been obtained from the college president or designee.

Exceptions include:

(a) Commissioned law enforcement personnel or legally authorized military personnel acting within the scope of their employment;

(b) Private contracted security with expressed prior written permission from the college president or designee to possess firearms or dangerous weapons while employed by the college or for a permitted or contracted event;

(c) Students with legally issued concealed weapons permits may store their weapons in vehicles that are parked on campus in accordance with RCW [9.41.050](#) provided the vehicle is locked and the weapon is concealed from view. In addition, the owner of the weapon must adhere to RCW [9.41.360](#) whereby a prohibited person(s) may not gain access to the weapon;

(d) Knives, tools, and other objects that are being used for a legitimate educational purpose as part of a college instructional program; or

(e) The president or designee may authorize permission of a weapon on campus upon a determination that the weapon is reasonably related to a legitimate pedagogical purpose. Such permission shall be in writing and shall be subject to such terms or conditions incorporated in the written permission.

(2) Firearms include, but are not limited to, what are commonly known as air guns or rifles, BB guns, and pellet guns, and any instrument used in the propulsion of shot, shell, bullets, or other harmful objects by:

(a) The action of gunpowder or other explosives;

(b) The action of compressed air; or

(c) The power of springs or other forms of propulsion.

(3) The exhibition or display of a replica or a dangerous weapon also is prohibited under this subsection if done in a manner, and at a time or place that either manifests an intent to intimidate another or that warrants alarm for the safety of other persons.

[Statutory Authority: RCW [34.05.250](#) and [28B.50.140](#). WSR 22-18-029, § 132T-100-132, filed 8/29/22, effective 9/29/22.]

WAC 132T-100-135

Hazing.

Walla Walla Community College District 20 complies with RCW [28B.10.900](#) through [28B.10.903](#) and Sam's Law, the name of the new antihazing legislation adopted in Washington state. Sam's Law updates the definition of hazing and requires institutions of higher education to implement antihazing programs for their students and employees. It also requires institutions of higher education to publish an annual report identifying student organizations, athletic teams, and living groups found responsible for engaging in hazing.

The act defines hazing to include any act committed as part of a person's recruitment, initiation, pledging, admission into, or affiliation with a student organization, athletic team, or living group, or any pastime or amusement engaged in with respect to such an organization, athletic team, or living group that causes, or is likely to cause, bodily danger or physical harm, or serious psychological or emotional harm, to any student or other person attending a public institution of higher education in the state of Washington, including causing, directing, coercing, or forcing a person to consume any food, liquid, alcohol, drug, or other substance which subjects the person to the risk of such harm, regardless of the person's willingness to participate.

The college prohibits any hazing activities on or off the college premises. Refer to college administrative policies and procedures on antihazing for additional information on the antihazing penalties and education programs for students and employees. Refer to

RCW [28B.10.900](#) through [28B.10.903](#) for additional information on definitions of hazing and penalties under Washington state law.

[Statutory Authority: RCW [34.05.250](#) and [28B.50.140](#). WSR 22-18-029, § 132T-100-135, filed 8/29/22, effective 9/29/22.]

WAC 132T-100-138

Alcohol, drug, and tobacco violations.

(1) Alcohol. The use, possession, delivery, sale of any alcoholic beverage except as permitted by law and applicable college policies, or being observably under the influence of any alcoholic beverage.

(2) Marijuana. The use, possession, delivery, or sale of marijuana or the psychoactive compounds found in marijuana intended for human consumption, regardless of form, or being observably under the influence of marijuana or the psychoactive compounds found in marijuana. While state law permits the recreational use of marijuana, federal law prohibits such use on college premises or in connection with college activities.

(3) Drugs. The use, possession, delivery, sale, or being observably under the influence of any legend drug, including anabolic steroids, androgens, or human growth hormones as defined in chapter [69.41](#) RCW, or any other controlled substance under chapter [69.50](#) RCW, except as prescribed for a student's use by a licensed practitioner.

(4) Tobacco, electronic cigarettes, and related products. The use of tobacco, electronic cigarettes, smoking devices, and related products on or in any college facility is prohibited. Related products include, but are not limited to, cigarettes, pipes, bidi, clove cigarettes, water pipes, hookahs, smokeless tobacco, vaporizers, and snuff.

[Statutory Authority: RCW [34.05.250](#) and [28B.50.140](#). WSR 22-18-029, § 132T-100-138, filed 8/29/22, effective 9/29/22.]

WAC 132T-100-144

Discriminatory conduct.

Conduct which harms or adversely affects any member of the college community or visitor because of the person's race; color; national origin; sensory, mental, or physical disability; use of a service animal; gender, including pregnancy; marital status; age; religion; creed; sexual orientation; gender identity; veteran's status; or any other legally protected classification as defined by the college's policies or local, state, or federal laws and regulations.

[Statutory Authority: RCW [34.05.250](#) and [28B.50.140](#). WSR 22-18-029, § 132T-100-144, filed 8/29/22, effective 9/29/22.]

WAC 132T-100-147

Sexual misconduct.

The term sexual misconduct includes sexual harassment, sexual intimidation, and sexual violence. For a description of prohibited sexual conduct under Title IX refer to WAC [132T-105-020](#).

(1) Sexual harassment. Sexual harassment outside of the Title IX definition or is a one-time offense is included in this chapter. For this chapter, the term sexual harassment means:

(a) Unwelcome conduct of a sexual nature that is sufficiently serious as to deny or limit, or that does deny or limit based on sex, the ability of a student to participate in or benefit from the college's educational or social programs;

(b) Unwelcome sexual advances, requests for sexual favors, and other verbal, nonverbal, or physical conduct of a sexual nature or that creates an intimidating, hostile, or offensive environment for students, employees, or visitors; and/or

(c) Alters the terms or conditions of employment for a college employee.

(2) Sexual intimidation. The term sexual intimidation outside of the Title IX definition means threatening or emotionally distressing conduct based on sex and including, but not limited to, nonconsensual recording of sexual activity or the distribution of such recording.

(3) Sexual violence. Sexual violence outside of the Title IX definition is a type of sexual discrimination and sexual harassment. Nonconsensual sexual intercourse, nonconsensual sexual contact, domestic violence, intimate partner violence, and stalking are all types of sexual violence.

(a) Nonconsensual sexual intercourse outside of the Title IX definition is any sexual intercourse (anal, oral, or vaginal), however slight, that is without consent and/or by force by a person upon another person or with any object. Sexual intercourse includes anal or vaginal penetration by a penis, tongue, finger, or object, or oral copulation by mouth to genital contact or genital to mouth contact.

(b) Nonconsensual sexual contact outside of the Title IX definition is any intentional sexual touching, however slight, by a person upon another person or with an object that is without consent and/or by force. Sexual touching includes any bodily contact with the breasts, groin, mouth, other bodily orifice of another individual, or any other bodily contact in a sexual manner.

(c) Domestic violence outside of the Title IX definition includes asserted violent misdemeanor and felony offenses committed by the victim's current or former spouse, current or former cohabitant, person similarly situated under the domestic or family violence laws of the state of Washington, or anyone else protected under the domestic or family violence laws of the state of Washington, RCW [26.50.010](#).

(d) Intimate partner violence outside of the Title IX definition is violence by a person who is or has been in a dating, romantic, or intimate relationship with the victim.

(e) Stalking outside of the Title IX definition is intentional and repeated harassment or following another person which places that person in reasonable fear that the perpetrator intends to injure, intimidate, or harass that person. Stalking also includes instances where the perpetrator knows or reasonably should know that the person is frightened, intimidated, or harassed even if the perpetrator lacks such intent.

[Statutory Authority: RCW [34.05.250](#) and [28B.50.140](#). WSR 22-18-029, § 132T-100-147, filed 8/29/22, effective 9/29/22.]

WAC 132T-100-150

Harassment.

Unwelcome and offensive conduct, including verbal, nonverbal, or physical conduct, that is directed at a person because of such person's protected status and that is sufficiently serious as to deny or limit, or that does deny or limit, the ability of a student to participate in or benefit from the college's educational or social programs; that changes the terms or conditions of employment for a college employee; or that creates an intimidating, hostile, or offensive environment for students, employees, or visitors.

Protected status includes a person's race; color; national origin; sensory, mental, or physical disability; use of a service animal; gender, including pregnancy; marital status; age; religion; creed; sexual orientation; gender identity; veteran's status; or any other legally protected classification. Harassing conduct may include, but is not limited to, physical conduct, verbal, written, social media, and electronic communications.

[Statutory Authority: RCW [34.05.250](#) and [28B.50.140](#). WSR 22-18-029, § 132T-100-150, filed 8/29/22, effective 9/29/22.]

WAC 132T-100-153

Retaliation.

Harming, threatening, intimidating, coercing, or taking adverse action of any kind against a person or their property as reprisal because such person reported an alleged violation of this code or college policy, provided information about an alleged violation, or participated as a witness or in any other capacity in a college investigation or disciplinary proceeding. Retaliation may include adverse educational or employment consequences, ridicule, intimidation, bullying, or ostracism. [Statutory Authority: RCW [34.05.250](#) and [28B.50.140](#). WSR 22-18-029, § 132T-100-153, filed 8/29/22, effective 9/29/22.]

WAC 132T-100-156

Misuse of electronic resources.

Theft or other misuse of computer time or other electronic information resources of the college. Such misuse includes, but is not limited to:

- (1) Unauthorized use of such resources or opening of a file, message, or other item;
- (2) Unauthorized duplication, transfer, or distribution of a computer program, file, message, or other item;
- (3) Unauthorized use or distribution of someone else's password or other identification;
- (4) Use of such time or resources to interfere with someone else's work;
- (5) Use of such time or resources to send, display, or print an obscene or abusive message, text, or image;
- (6) Use of such time or resources to interfere with normal operation of the college's computing system or other electronic information resources;
- (7) Use of such time or resources in violation of applicable copyright or other laws;
- (8) Adding to or altering the infrastructure of the college's electronic information resources without authorization; or
- (9) Failure to comply with the college's electronic use policy.

[Statutory Authority: RCW [34.05.250](#) and [28B.50.140](#). WSR 22-18-029, § 132T-100-156, filed 8/29/22, effective 9/29/22.]

WAC 132T-100-159

Unauthorized access.

Unauthorized possession, duplication, or other use of a key, keycard, or other restricted means of access to college property, or unauthorized entry onto or into college property.

[Statutory Authority: RCW [34.05.250](#) and [28B.50.140](#). WSR 22-18-029, § 132T-100-159, filed 8/29/22, effective 9/29/22.]

WAC 132T-100-162

Safety violations.

Nonaccidental conduct that interferes with or compromises any college policy, equipment, or procedure relating to the safety and security of the campus community or visitors, including tampering with fire safety equipment and triggering false alarms or other emergency response systems.

[Statutory Authority: RCW [34.05.250](#) and [28B.50.140](#). WSR 22-18-029, § 132T-100-162, filed 8/29/22, effective 9/29/22.]

WAC 132T-100-165

Violation of other laws or policies.

Violation of any federal, state, or local law, rule, or regulation or college rules or policies, including college traffic and parking rules.

[Statutory Authority: RCW [34.05.250](#) and [28B.50.140](#). WSR 22-18-029, § 132T-100-165, filed 8/29/22, effective 9/29/22.]

WAC 132T-100-168

Ethical violation.

The breach of any generally recognized and published code of ethics or standards of professional practice that governs the conduct of a particular profession for which the student is taking a course or is pursuing as an educational goal or program.

[Statutory Authority: RCW [34.05.250](#) and [28B.50.140](#). WSR 22-18-029, § 132T-100-168, filed 8/29/22, effective 9/29/22.]

WAC 132T-100-200

Student conduct process.

As an agency of the state of Washington, the college's student conduct officer (SCO), student conduct board (SCB), conduct review officer (CRO), or president may be advised or represented by an assistant attorney general in any student code of conduct proceeding.

[Statutory Authority: RCW [34.05.250](#) and [28B.50.140](#). WSR 22-18-029, § 132T-100-200, filed 8/29/22, effective 9/29/22.]

WAC 132T-100-210

Violation of law and college discipline.

College disciplinary proceedings may be used to determine a student's responsibility for conduct that potentially violates criminal law and this student code of conduct (that is, if both alleged violations result from the same factual situation) without regard to the pendency of civil or criminal litigation in court or criminal arrest and prosecution. Proceedings under this student code of conduct may be carried out prior to, simultaneously with, or following civil or criminal proceedings. Determinations made or sanctions imposed under this student code of conduct will not be subject to change because criminal charges arising out of the same facts that gave rise to violation of college rules were dismissed, reduced, or resolved in favor of or against the criminal law defendant. In addition to initiating discipline proceedings for violation of the student code of conduct, the college may refer any violations of federal, state, or local laws to civil and criminal authorities for disposition. The college reserves the right to pursue student disciplinary proceedings regardless of whether the underlying conduct is subject to civil or criminal prosecution.

(1) Initiation of disciplinary action. A request for disciplinary action for violation(s) of the student code of conduct must be made to the student conduct officer (SCO) as soon as possible following the violation. Conduct proceedings may be initiated when the SCO receives any direct or indirect report of conduct that may violate this code, which includes, but is not limited to, a police report, an incident report, a witness statement, other documentation, or a verbal or written report from a complainant, witness, or other third party.

(a) The college may initiate disciplinary action under the student code of conduct regardless of whether or not the incident in question is the subject of criminal or civil proceedings.

(b) Any member of the college's administration, faculty, staff, or any student or nonstudent may make a request for disciplinary action, and it must be a good faith claim.

(c) Formal rules of evidence, such as are applied in criminal or civil court, are not used in conduct proceedings. Relevant evidence, including hearsay, is admissible if it is the type of evidence that reasonable persons would rely upon in the conduct of their affairs. Unduly repetitious or irrelevant evidence may be excluded.

(2) The student conduct officer (SCO), student conduct board (SCB), or college vice president of student services or designee will determine the admissibility of evidence and may seek clarification from witnesses as needed.

(a) If the complaint indicates that the matter involves sexual misconduct as defined by chapter [132T-105](#) WAC, the SCO will forward the complaint to the Title IX coordinator for review in accordance with chapter [132T-105](#) WAC.

(b) The SCO or designee will conduct an initial investigation of a complaint to determine whether it alleges conduct that may be prohibited by the student code of conduct. If it is determined through the initial investigation that the report has merit, the SCO will investigate to determine responsibility.

(c) Except in cases of sexual assault or sexual violence outside of the Title IX definition, the parties may elect to mediate the dispute, which shall be facilitated by the SCO or designee.

(d) If the SCO has a conflict of interest or is the subject of a complaint by the student, the president or designee shall, upon request and at their discretion, designate another person to fulfill any such disciplinary responsibilities relative to the request for disciplinary action.

(3) Notification requirements.

(a) If it is determined through the initial investigation that an alleged violation of the student code of conduct might have occurred and which is not eligible for referral to the Title IX coordinator, the SCO will provide the following written notification:

(i) That a report has been submitted alleging conduct which violates the student code of conduct and that a conduct investigation has been initiated to determine responsibility;

(ii) The specific sections of the student code of conduct which are alleged to have been violated;

(iii) That the student may either accept responsibility for the alleged violations or request a conduct meeting with the SCO to present evidence to refute the report;

(iv) That the student may provide evidence such as names and contact information of witnesses to aid in the conduct investigation;

(v) That lists the range of possible sanctions, including the actual sanctions which are issued based on the results of the investigation; and

(vi) That if the student fails to participate in any stage of the conduct proceedings or to request a conduct meeting within 14 calendar days from the date of the notice, the college may move forward with the conduct proceeding without their participation.

(b) If the student requests a conduct meeting within 14 calendar days of the notice, the student will be provided a written notice to appear for a conduct meeting. The notice to appear will be personally delivered, sent electronically to the student's college email address or sent by mail to the most recent address in the student's record on file with the college, not later than 14 calendar days after the request for a conduct meeting. The notice will not be ineffective if presented later due to the student's absence. Such notice will:

(i) Set forth the specific provisions of the student code of conduct and the specific acts which are alleged to be violations, as well as the date(s) of the violation(s), and a description of evidence, if any, of the violation.

(ii) Notify the student of the SCO's investigation and possible sanctions, if any.

(iii) Specify the time, date, and location where the student is required to meet with the SCO. The meeting will be scheduled no earlier than three business days, but within 30 calendar days of the date on the notice that was sent to the student to appear before the SCO. The SCO

may modify the time, date, and location of the meeting, either at the student's or college's request, for reasonable cause.

(iv) Inform the student that failure to attend the conduct meeting will not stop the disciplinary process and may result in a transcript/registration hold being placed on the student's account and disciplinary action(s).

(v) Inform the student that they may be accompanied at the meeting by an advisor at their expense. The advisor cannot be a college employee or witness. If the student or their advisor is found to have tampered with witnesses or evidence, or destroyed evidence, the student will be held accountable in the conduct process for their acts and those of their advisor.

(vi) Inform the student that they may present evidence to support their assertions during the meeting.

(4) Student conduct meeting – Brief adjudicative process will follow WAC [132T-100-230](#).

(a) During the student conduct meeting, the student will be informed of the following:

(i) The specific acts and the provision(s) of this chapter and college policy that the student is alleged to have violated;

(ii) The disciplinary process;

(iii) The range of sanctions which might result from the disciplinary process and that the actual sanctions will depend on the findings of responsibility; and

(iv) The student's right to appeal.

(b) The student will have the opportunity to review and respond to the allegation(s) and evidence and provide the SCO with relevant information, evidence and/or witnesses to the alleged violation(s), and/or explain the circumstances surrounding the alleged violation(s).

(c) The advisor may assist the student during the conduct meeting; however, the student is responsible for presenting their own information and evidence. The advisor may only communicate with the student they are advising. Any disruptions or failure to follow the conduct process and/or directions of the SCO may result in the advisor being excused from the meeting.

(5) Decision by the SCO.

(a) After interviewing the student or students involved and/or other individuals as appropriate, and considering the evidence, the SCO may take any of the following actions:

(i) Determine that the student is not responsible for a violation of the student code of conduct and thereby terminate the student conduct process;

(ii) Determine that the student is responsible for a violation of the student code of conduct and impose disciplinary sanctions as provided herein; or

(iii) Determine that further inquiry is necessary and schedule another meeting for reasonable cause.

(b) Notification of the decision by the SCO will be issued pursuant to WAC [132T-100-070](#) within 30 calendar days of the final student conduct meeting. Due to federal privacy law, the college may not disclose to the complainant any sanctions imposed on the responding student unless the complainant was the alleged victim of a violent crime as defined under the Family Educational Rights and Privacy Act (FERPA) (20 U.S.C. Sec. 1232g; 34 C.F.R. Part 99), this chapter, and the college's administrative policies and procedures, or the responding student consents to such disclosure. A copy of the decision notification will be filed with the office of the SCO.

(c) Disciplinary action taken by the SCO is final unless the student exercises the right of appeal as provided herein.

[Statutory Authority: RCW [34.05.250](#) and [28B.50.140](#). WSR 22-18-029, § 132T-100-210, filed 8/29/22, effective 9/29/22.]

WAC 132T-100-220

Appeal process.

The student may appeal a disciplinary action by filing a written notice of appeal with the conduct review officer (CRO) within 10 business days of service of the student conduct officer's decision. Failure to timely file a notice of appeal constitutes a waiver of the right to appeal, and the student conduct officer's decision shall be deemed final.

(1) The request for appeal must include a brief statement explaining the grounds for the appeal or why the student is seeking review. Disagreement with the finding and/or with the sanction(s) does not, by itself, represent grounds for appeal. Decisions may be appealed for one or more of the following:

(a) To determine whether there was a procedural error that substantially affected the outcome of the finding or sanctioning. Deviation from designated procedures is not a basis for sustaining an appeal unless significant prejudice results.

(b) To determine whether the sanction(s) imposed was appropriate and not excessively lenient or excessively severe for the violation of the student code of conduct for which the student was found responsible.

(c) To consider new information, sufficient to alter a decision, or other relevant facts not brought during fact finding, because such information and/or facts were not known, and the student bringing the appeal had no duty to discover or could not have reasonably discovered facts giving rise to the issues during investigation or fact-finding. The notice of appeal must include a brief statement explaining why the respondent is seeking review.

(2) The parties to an appeal shall be the respondent and the conduct review officer.

(3) A student who timely appeals a disciplinary action has a right to a prompt, fair, and impartial hearing as provided for in these procedures.

(4) On appeal, the college bears the burden of establishing the evidentiary facts underlying the imposition of a disciplinary sanction by a preponderance of the evidence.

(5) Imposition of disciplinary action for violation of the student code of conduct shall be stayed pending appeal unless the respondent has been summarily suspended.

(6) The student conduct board shall hear appeals from:

(a) The imposition of disciplinary suspension in excess of 10 business days;

(b) Dismissal;

(c) Withholding or revocation of a degree or certificate; or

(d) Loss of recognition of a student organization.

(7) Student conduct appeals from the imposition of the following disciplinary sanctions shall be reviewed through a brief adjudicative proceeding:

(a) Suspensions of 10 business days or less;

(b) Disciplinary probation;

(c) Written reprimands; and

(d) Any conditions or terms imposed in conjunction with one of the foregoing disciplinary actions.

(8) Except as provided elsewhere in these rules, disciplinary warnings and dismissals of disciplinary actions are final actions and are not subject to appeal.

(9) Disciplinary decisions of the student conduct officer (SCO) may be appealed for review by the conduct review officer (CRO) using the brief adjudicative process.

Disciplinary decisions of the CRO may be appealed for review by the college president using the brief adjudicative process.

(10) Appeals of disciplinary decisions of the SCO pursuant to sexual misconduct that is outside of the Title IX definition will be referred to the student conduct board (SCB) for a full

adjudicative process in accordance with WAC [132T-100-240](#). The sanctions considered for appeal are:

- (a) Suspension for more than 10 business days;
- (b) Expulsion;
- (c) Withholding or revocation of a degree or certificate; or
- (d) Loss of recognition of a student organization.

(11) Disciplinary decisions by the SCB may be appealed for review by the college president using the brief adjudicative process.

(12) The college president's decision(s) is final.

[Statutory Authority: RCW [34.05.250](#) and [28B.50.140](#). WSR 22-18-029, § 132T-100-220, filed 8/29/22, effective 9/29/22.]

WAC 132T-100-230

Brief adjudicative process.

(1) The brief adjudicative process is conducted in accordance with RCW [34.05.482](#) through [34.05.494](#).

(2) The student conduct officer (SCO) and conduct review officer (CRO) will use the brief adjudicative process to make decisions of findings of responsibility as provided in this code of conduct.

(3) The president will use the brief adjudicative process to review appeals of all disciplinary decisions made by the student conduct board (SCB).

(4) Within 21 calendar days of filing the appeal, the CRO or president, as applicable, shall review the record of the preceding conduct decision and all relevant information provided by the parties. Based on a preponderance of the evidence, the CRO or president shall decide to affirm, reverse, or modify the findings and/or sanctions. The CRO and president shall have the discretion to seek clarification from witnesses as needed.

(5) Notification of the decision will be issued pursuant to WAC [132T-100-070](#).

[Statutory Authority: RCW [34.05.250](#) and [28B.50.140](#). WSR 22-18-029, § 132T-100-230, filed 8/29/22, effective 9/29/22.]

WAC 132T-100-240

Full adjudicative process.

The student conduct board (SCB) will use the following full adjudicative process to determine responsibility for serious violations which include sanctions of suspension for more than 10 business days, expulsion, withholding or revocation of a degree or certificate, or loss of recognition of a student organization.

(1) The parties will be sent written notification of the SCB adjudication proceedings within 90 calendar days from the date of the filing of the appeal. The notification will contain the following:

(a) The time, date, and location of the hearing, which shall not be less than seven business days from the date of the notice of the hearing;

(b) The specific acts alleged and the provision(s) of college policy which those acts violated;

(c) The SCB procedures;

(d) The name and contact information for the SCB and their advisor, if any, representing the college. The notice will include the official title, work mailing address, work telephone number of each member of the student conduct board, the complainant's advisor, and the respondent's advisor; and

(e) A statement that if a party fails to attend or participate in a hearing or other stage of this adjudicative proceeding, they may be held in default in accordance with chapter [34.05](#) RCW and/or the college may continue the student conduct process, including the hearing, despite the party's absence.

(2) The respondent and complainant have the right to be assisted by one advisor of their choice and at their own expense. The advisor must be someone who is not employed by the college. If the respondent chooses to have an attorney serve as their advisor, the student must provide notice to the SCB no less than five business days prior to the hearing.

(a) The SCB hearing may not be delayed due to the scheduling conflicts of an advisor and such requests will be subject to the discretion of the SCB chair.

(b) If the student or their advisor is found to have tampered with witnesses or evidence, or destroyed evidence, the student will be held accountable in the conduct process for their acts and those of their advisor.

(c) The respondent and/or complainant are responsible for presenting their own information, and therefore, during the hearing, advisors are not permitted to address the SCB, witnesses, the SCO, or any party or advisor invited by the parties to the hearing.

(d) An advisor may communicate with their advisee and recesses may be allowed for this purpose at the discretion of the SCB chair. The advisor may not disrupt or interfere with any aspect of the proceeding. The SCB chair shall have the right to impose reasonable conditions upon the participation of the advisor.

(3) The SCB and the parties will be provided reasonable access to the documentation and evidence which will be reviewed by the SCB, as well as the case file that will be retained by the SCO in accordance with applicable privacy laws.

(4) Any SCB member who has a personal relationship with either party or any personal or other interest which would prevent a fair and impartial review and decision will be recused from the proceedings. A party may make a written request to the SCB chair for the recusal of a SCB member no less than five business days prior to the hearing. The request must be for good cause, which must be shown by the party making the request. The SCB chair will consider the request and notify the student of their decision regarding the recusal prior to the hearing. If the SCB chair grants the recusal, a replacement for the recused SCB member will be made without unreasonable delay.

(5) The parties involved in the hearing will be required to submit their witness list and any evidence to be discussed at the hearing to the SCB chair no less than five business days prior to the hearing.

(a) Each party is allowed a maximum of three character witnesses to appear on their behalf.

(b) The parties must submit a witness list which contains a written statement from each witness that includes a brief description of the relevant information the witness will provide during the hearing.

(c) Witnesses not listed will not participate in the hearing.

(6) Discovery in the form of depositions, interrogatories, and medical examinations of parties are not permitted in student conduct adjudications. Other forms of discovery which ensure the prompt and thorough completion of the adjudication process may be permitted at the discretion of the SCB chair.

(7) Hearings will be closed to the public except if consented to by all parties and at the discretion of the SCB chair. Witnesses may be allowed in the hearing room only during the time in which they provide their statements to the SCB. The complainant and respondent, depending on their preference and subject to orders of a court of law, such as protection orders, may be present for and observe the entire hearing. At the discretion of the SCB chair, and where the

rights of the parties will not be prejudiced, all or part of the hearing may be conducted by telephone, video conference, or other electronic means. Each party shall have the opportunity to hear and, if technically and economically feasible, to see the entire hearing while it is taking place. At all times, however, all parties, their advisors, the witnesses, and the public will be excluded during the deliberations of the student conduct board (SCB).

(8) The SCB chair will exercise control over the hearing to avoid needless consumption of time and to prevent the harassment or intimidation of witnesses. Any person, including the respondent and complainant, who disrupts a hearing or who fails to follow the directions of the SCB chair, may be excluded from the proceedings and may be subject to disciplinary action.

(9) Questions posed by any party to be answered by each other or by witnesses must be appropriate and respectful. The SCB chair may require any participant of the hearing to provide all questions in writing to the SCB chair. The SCB chair, if appropriate and at their sole discretion, will read the question to the individual to whom it is directed. Any question which the SCB chair has chosen not to read will be documented on record and kept within the case file. The SCB chair will decide matters related to the order of the proceedings.

(10) In order that a complete record of the proceeding can be made to include all evidence presented, hearings will be recorded or transcribed, except for the deliberations of the SCB. The record will be the property of the college.

(11) After weighing and considering the evidence, the SCB will decide by majority vote whether the respondent is responsible or not responsible for a violation of the student code of conduct. If there is a finding of responsibility for a violation, the SCB shall impose sanctions as set forth herein.

(12) The SCB's decision is made based on a preponderance of the evidence standard of proof, that is, whether it is more likely than not that the respondent violated the student code of conduct.

(13) The notice of decision of the SCB will be issued pursuant to WAC [132T-100-070](#). A copy of the SCB's decision will also be filed with the office of the SCO.

(14) Disciplinary action taken by the SCB is final unless the student exercises their right of appeal to the college president as provided herein.

[Statutory Authority: RCW [34.05.250](#) and [28B.50.140](#). WSR 22-18-029, § 132T-100-240, filed 8/29/22, effective 9/29/22.]

WAC 132T-100-290

Disciplinary sanctions and terms and conditions.

The following disciplinary sanctions may be imposed upon students found to have violated the student code of conduct. If the respondent is found responsible for any violation, the student's past disciplinary record may be considered in determining an appropriate sanction.

(1) Sanctions.

(a) Disciplinary warning. A verbal statement to a student that there is a violation and that continued violation may be cause for further disciplinary action.

(b) Written reprimand. Notice in writing that the student has violated one or more terms of this code of conduct and that continuation of the same or similar behavior may result in more severe disciplinary action.

(c) Loss of privileges. Denial of specified privileges for a designated period of time. Services and approval to be withdrawn may include, but are not limited to, intramural sports, information technology services, library and/or tutoring services, club activities, student leadership roles, college facility use and rental, and involvement in organizational activities.

(d) Loss of recognition. A student organization's recognition may be withheld permanently or for a specific period of time. Loss of recognition is defined as withholding

college services or administrative approval from a student organization. Services and approval to be withdrawn may include, but are not limited to, funding, information technology services, college facility use, and involvement in organizational activities.

(e) Disciplinary probation. Formal action placing specific conditions and restrictions upon the student's continued attendance depending upon the seriousness of the violation and which may include a deferred disciplinary sanction. If the student subject to a deferred disciplinary sanction is found in violation of any college rule during the time of disciplinary probation, the deferred disciplinary sanction, which may include, but is not limited to, a suspension or a dismissal from the college, shall take effect immediately without further review. Any such sanction shall be in addition to any sanction or conditions arising from the new violation. Probation may be for a limited period of time or may be for the duration of the student's attendance at the college. Written notice of disciplinary probation will specify the period of probation and any condition(s) upon which their continued enrollment is contingent.

(i) Such conditions may include, but not be limited to, adherence to terms of a behavior contract or limiting the student's participation in extracurricular activities or access to specific areas of the college's facilities.

(ii) Disciplinary probation may be for a specified term or for a period which may extend to graduation or award of a degree or certificate or other termination of the student's enrollment in the college.

(f) Removal from class. Behavior which has been disruptive to a class to the extent that the continued presence of the student in that class will impair, interrupt, or interfere with the instructor's ability to deliver instruction or other students' abilities to obtain instruction, will result in a withdrawal from that class without a refund or grade penalty.

(g) Disciplinary suspension. Separation of the student from the college for a definite period of time, after which the student is eligible to return. Conditions for readmission may apply. Students who are suspended may be denied access to all or any part of the campus or other facilities for the duration of the period of suspension. There will be no refund of tuition or fees for the quarter in which the action is taken.

(h) Expulsion. Permanent separation of the student from the college. Students who are expelled may be permanently denied access to all or any part of the campus or other facilities. The revocation of all rights and privileges of membership in the college community and exclusion from the campus and college-owned or controlled facilities without any possibility of return. There will be no refund of tuition or fees for the quarter in which the action is taken.

(i) Not in good standing. A student may be deemed not in good standing with the college. If so, the student shall be subject to the following restrictions:

(i) Ineligible to hold an office in any student organization recognized by the college or to hold any elected or appointed office of the college.

(ii) Ineligible to represent the college to anyone outside the college community in any way, including representing the college at any official function or any forms of intercollegiate competition or representation.

(j) Revocation of admission and/or degree or certificate. Admission to the college or a degree or certificate awarded from the college may be revoked for fraud, misrepresentation, or other violation of college standards in obtaining admission or the degree or certificate, or for other serious violations committed by a student prior to the award of a degree or certificate.

(2) Disciplinary terms and conditions that may be imposed alone or in conjunction with the imposition of a disciplinary sanction include, but are not limited to, the following:

(a) Restitution. A student may be required to make restitution for damage, loss, injury, or reasonable costs incurred by the college in pursuing an investigation or disciplinary proceeding. This may take the form of appropriate service and/or monetary or material

replacement. Failure to make restitution within 30 calendar days or any period set by the SCO, CRO, SCB, or president will result in an administrative hold being placed on the student's registration, which will prevent future enrollment until the restitution is complete.

(b) Discretionary conditions. Work assignments, essays, service to the college, or other related discretionary assignments.

(c) Professional evaluation. Referral for drug, alcohol, psychological, or medical evaluation by an appropriately certified or licensed professional may be required. The student may choose the professional within the scope of practice and with the professional credentials as defined by the college. The student will sign all necessary releases to allow the college access to any such evaluation. The student's return to college may be conditioned upon compliance with recommendations set forth in such a professional evaluation. If the evaluation indicates that the student is not capable of functioning within the college community, the student will remain suspended until a future evaluation recommends that the student can reenter the college and comply with the rules of conduct.

(d) No contact order. An order that prohibits direct or indirect physical, verbal, written, and/or any other form of communication or contact with an individual or group. Direct and indirect contact includes, but is not limited to, phone calls, texting, letters, going within sight of places of work or residence, email, social media, and modes of transportation.

[Statutory Authority: RCW [34.05.250](#) and [28B.50.140](#). WSR 22-18-029, § 132T-100-290, filed 8/29/22, effective 9/29/22.]

WAC 132T-100-292

Failure to comply.

A student who fails to complete a sanction within the specified time frame may be charged with the student code of conduct violation named failure to comply. It is the student's responsibility to notify the student conduct officer if there are mitigating circumstances that prevent the student from completing the sanction(s) by a specified time frame. The student conduct officer (SCO) may extend the deadline time, at the SCO's discretion. It is the student's responsibility to complete all sanctions within the specified time frame to avoid a hold and/or a charge of failure to comply.

[Statutory Authority: RCW [34.05.250](#) and [28B.50.140](#). WSR 22-18-029, § 132T-100-292, filed 8/29/22, effective 9/29/22.]

WAC 132T-100-295

Disciplinary holds.

A disciplinary hold will be placed on the records and registration of any student who:

(1) Fails to respond to a disciplinary notice by a judicial body. Any pending disciplinary matters must be resolved prior to reregistration or a student's graduation. No student will be allowed to register, graduate, obtain transcripts, or receive financial aid until the pending disciplinary case is completed;

(2) Is under an interim suspension from the college. The disciplinary hold will not be removed until the pending disciplinary case is completed;

(3) Is under suspension from the college. The disciplinary hold will not be removed until the student's suspension status has expired and/or the requirements as set forth by the judicial/appellate body for readmission have been successfully met; or

(4) Is under expulsion from the college. The disciplinary hold will only be removed, upon written request, for a student to obtain their transcript.

[Statutory Authority: RCW [34.05.250](#) and [28B.50.140](#). WSR 22-18-029, § 132T-100-295, filed 8/29/22, effective 9/29/22.]

WAC 132T-100-300

Interim measures.

(1) Interim measures may be taken pending an investigation or adjudication if there is cause to believe that a student or student organization poses an imminent risk of harm to anyone in the college community; to property; or if the misconduct is so severe, persistent, or pervasive as to substantially disrupt or materially interfere with the college's operations and/or activities or with an individual's education/work activities. Interim measures may include counseling, extensions of time or other course related adjustments, modifications of class schedules, campus escort services, restrictions on contact between the parties, increased security and monitoring of certain areas of campus, restrictions on access to college-owned or operated property and/or events (notice of trespass), including classes, activities, and privileges, or any similar measures while the conduct process is pending.

(2) The student must adhere to the conditions of the interim restriction. If an interim restriction includes campus wide restricted access, the SCO may provide written permission for the student to enter campus for specific purposes such as meeting with the SCO or designee, faculty, staff, witnesses to prepare for an appeal, or to participate in the student conduct process.

(3) Notice of interim measure. The student will be provided written notice of the interim measure(s), stating:

(a) The time, date, place, and nature of the circumstances which created the need for interim measures.

(b) A description of any relevant evidence.

(c) The interim measure.

(d) The possible sanctions that could result from violation of the interim measure including arrest for criminal trespass if the student has been trespassed from campus.

(e) The student's right to either accept the interim measure or submit a written appeal of the interim measure within three business days to the conduct review officer (CRO). An appeal is waived if not submitted within the prescribed time. If the student appeals within the time frame, the interim measure shall remain in place during the appeal process. The CRO will provide written notification to the student of the decision to either maintain or discontinue the interim measure within five business days of receipt of the appeal.

(f) If the student has been trespassed from the campus, a notice against trespass shall be included that warns the student that their privilege to enter or remain on college premises has been withdrawn, that they shall be considered trespassing and subject to arrest for criminal trespass if they enter the college campus other than to meet with the SCO as arranged by an appointment, or to attend a disciplinary hearing. The interim measure shall not replace the regular discipline process which shall proceed as quickly as feasible considering the interim restriction.

[Statutory Authority: RCW [34.05.250](#) and [28B.50.140](#). WSR 22-18-029, § 132T-100-300, filed 8/29/22, effective 9/29/22.]

WAC 132T-100-350

Summary suspension.

Summary suspension is a temporary exclusion from specified college premises or denial of access to all activities or privileges for which a respondent might otherwise be eligible, while an investigation and/or formal disciplinary procedures are pending. The conduct review officer may impose a summary suspension if there is probable cause to believe that the respondent has violated any provision of the student code of conduct; presents an immediate danger to the

health, safety, or welfare of members of the college community; or poses an ongoing threat of substantial disruption of, or interference with, the operations of the college.

(1) Notice. Any respondent who has been summarily suspended shall be served by the conduct review officer with oral or written notice of the summary suspension. If oral notice is given, a written notification shall be served on the respondent within two business days of the oral notice. The written notification shall be entitled notice of summary suspension and shall include the reasons for imposing the summary suspension, including a description of the conduct giving rise to the summary suspension and reference to the provisions of the student code of conduct or the law allegedly violated; the date, time, and location when the respondent must appear before the conduct review officer for a hearing on the summary suspension; and the conditions, if any, under which the respondent may physically access the campus or communicate with members of the campus community. If the respondent has been trespassed from the campus, a notice against trespass shall be included warning the respondent that their privilege to enter into or remain on college premises has been withdrawn, and that the respondent shall be considered trespassing and subject to arrest for criminal trespass if they enter the college campus other than to meet with the student conduct officer, conduct review officer, or to attend a disciplinary hearing.

(2) Hearing. The conduct review officer (CRO) shall conduct a hearing on the summary suspension as soon as practicable after imposition of the summary suspension. During the summary suspension hearing, the issue before the conduct review officer is whether there is probable cause to believe that the summary suspension should be continued pending the conclusion of disciplinary proceedings and/or whether the summary suspension should be less restrictive in scope. The respondent shall be afforded an opportunity to explain why summary suspension should not be continued while disciplinary proceedings are pending or why the summary suspension should be less restrictive in scope. If the respondent fails to appear at the designated hearing time, the CRO may order that the summary suspension remain in place pending the conclusion of the disciplinary proceedings. As soon as practicable following the hearing, the CRO shall issue a written decision which shall include a brief explanation for any decision continuing and/or modifying the summary suspension and notice of any right to appeal. To the extent permissible under applicable law, the CRO shall provide a copy of the decision to all persons or offices who may be bound or protected by it.

(3) Sexual misconduct. In cases involving allegations of sexual misconduct outside of the Title IX definition, the complainant shall be notified by the conduct review officer that a summary suspension has been imposed on the same day that the summary suspension notice is served on the respondent. The college will also provide the complainant with timely notice of any subsequent changes to the summary suspension order.

[Statutory Authority: RCW [34.05.250](#) and [28B.50.140](#). WSR 22-18-029, § 132T-100-350, filed 8/29/22, effective 9/29/22.]

WAC 132T-100-400

Records of disciplinary action.

(1) Records of all disciplinary actions will become part of the student's disciplinary record and kept by the office of the SCO. Disciplinary records are education records as defined by the Family Educational Rights and Privacy Act (FERPA) and shall be maintained and disclosed consistent with federal, state, and local laws; chapter [132T-90](#) WAC; college administrative policies, and the college's educational records retention policies.

(a) All documentation of the student conduct proceedings will be preserved for at least seven years.

(b) In disciplinary actions where no violation(s) of the student code of conduct was found, only a record of the finding of no violation shall be maintained in the student's file or other college repository until:

(i) After the date of the student's graduation or award of a degree or certificate; or

(ii) For one calendar year, whichever is shorter.

(c) All records of expulsion will be kept for 25 years from the date of the decision.

(2) The office of the SCO will keep accurate records of all disciplinary actions taken by that office. Such records will be placed in the student's disciplinary records. A student has a disciplinary record only after notification of a decision is made, and the student is found responsible for a violation of the student code of conduct. A case that is currently under investigation or is classified as documentation only is not a disciplinary record.

(3) The Family Educational Rights and Privacy Act provides that an educational institution may notify a student's parent or legal guardian if the student is under the age of 21 and has violated a federal, state, or local law involving the use or possession of alcohol or a controlled substance.

[Statutory Authority: RCW [34.05.250](#) and [28B.50.140](#). WSR 22-18-029, § 132T-100-400, filed 8/29/22, effective 9/29/22.]

Policy Contact: Vice President, Student Services

Approved by (Department/Body): WWCC Board of Trustees

Date Originally Approved: May 20, 1975

Last Reviewed/Revised on: October 24, 1977; August 29, 2022

Appendix I

WALLA WALLA COMMUNITY COLLEGE

SUPPLEMENTAL TITLE IX STUDENT CONDUCT RULES ADMINISTRATIVE POLICY

7120 - [WAC 132T-105](#)

WAC 132T-105-010

Order of precedence.

This supplemental chapter applies to allegations of sexual harassment subject to Title IX jurisdiction pursuant to regulations promulgated by the United States Department of Education. See 34 C.F.R. Part 106. To the extent these supplemental hearing procedures conflict with Walla Walla Community College District 20's standard disciplinary procedures, WAC [132T-100-200](#) through [132T-100-350](#), the supplemental procedures in this chapter shall take precedence. Walla Walla Community College District 20 may, at its discretion, contract with an administrative law judge or other person to act as presiding officer and assign such presiding officer to exercise any or all of the duties in lieu of the student conduct committee and committee chair.

[Statutory Authority: Chapter [34.05](#) RCW and RCW [28B.50.140](#); 20 U.S.C. § 1092(f); Title IX of the Education Amendments of 1972, 20 U.S.C. § 1681 et seq. WSR 22-18-052, § 132T-105-010, filed 8/30/22, effective 9/30/22.]

WAC 132T-105-015

Student conduct committee.

The student conduct committee is a three-member panel designated by the college to preside over cases involving Title IX allegations. The student conduct committee will serve as a standing committee until a final decision is made regarding the student conduct matter for which it was convened. Any student conduct committee member who has a personal relationship with either party or any personal or other interest which could prevent a fair and impartial review and decision, will be recused from the proceedings.

(1) One member, acting as the chair, will preside at the disciplinary hearing and will provide administrative oversight throughout the hearing process.

(2) Any three members constitute a quorum of the student conduct committee and may act accordingly. The college may retain an advisor to the student conduct committee, including an assistant attorney general.

(3) The student conduct officer will convene the members of the student conduct committee when necessary to adjudicate Title IX conduct decisions.

(4) All student conduct committee members will receive annual training in investigating and adjudicating student conduct matters in a manner that protects the safety and due process rights of the parties.

[Statutory Authority: Chapter [34.05](#) RCW and RCW [28B.50.140](#); 20 U.S.C. § 1092(f); Title IX of the Education Amendments of 1972, 20 U.S.C. § 1681 et seq. WSR 22-18-052, § 132T-105-015, filed 8/30/22, effective 9/30/22.]

WAC 132T-105-020

Prohibited conduct under Title IX.

Pursuant to RCW [28B.50.140](#)(13) and Title IX of the Education Act Amendments of 1972, 20 U.S.C. Sec. 1681, the college may impose disciplinary sanctions against a student who commits, attempts to commit, or aids, abets, incites, encourages, or assists another person to commit an act(s) of sexual harassment.

For purposes of this supplemental chapter, sexual harassment encompasses the following conduct:

(1) Quid pro quo harassment. A college employee conditioning the provision of an aid, benefit, or service of Walla Walla Community College District 20 on an individual's participation in unwelcome sexual conduct.

(2) Hostile environment. Unwelcome conduct that a reasonable person would find to be so severe, pervasive, and objectively offensive that it effectively denies a person equal access to the college's educational programs or activities, or employment.

(3) Sexual assault. Sexual assault includes the following conduct:

(a) Nonconsensual sexual intercourse. Any actual or attempted sexual intercourse (anal, oral, or vaginal), however slight, with any object or body part, by a person upon another person, that is without consent and/or by force. Sexual intercourse includes anal or vaginal penetration by a penis, tongue, finger, or object, or oral copulation by mouth to genital contact or genital to mouth contact.

(b) Nonconsensual sexual contact. Any actual or attempted sexual touching, however slight, with any body part or object, by a person upon another person that is without consent and/or by force. Sexual touching includes any bodily contact with the breasts, groin, mouth, or other bodily orifice of another individual, or any other bodily contact in a sexual manner.

(c) Incest. Sexual intercourse or sexual contact with a person known to be related to them, either legitimately or illegitimately, as an ancestor, descendant, brother, or sister of either wholly or half related. Descendant includes stepchildren and adopted children under the age of 18.

(d) Statutory rape. Consensual intercourse between a person who is 18 years of age or older and a person who is under the age of 16.

(4) Domestic violence. Physical violence, bodily injury, assault, the infliction of fear of imminent physical harm, sexual assault, or stalking committed by a person with whom the victim shares a child in common, by a person who is cohabitating with or has cohabitated with the victim as a spouse, by a person similarly situated to a spouse of the victim under the domestic or family violence laws of the state of Washington, or by any other person against an adult or youth victim who is protected from that person's acts under the domestic or family violence laws of the state of Washington, RCW [26.50.010](#).

(5) Dating violence. Physical violence, bodily injury, assault, the infliction of fear of imminent physical harm, sexual assault, or stalking committed by a person:

(a) Who is or has been in a social relationship of a romantic or intimate nature with the victim; and

(b) Where the existence of such a relationship shall be determined based on a consideration of the following factors:

(i) The length of the relationship;

(ii) The type of relationship; and

(iii) The frequency of interaction between the persons involved in the relationship.

(6) Stalking. Engaging in a course of conduct directed at a specific person that would cause a reasonable person to fear for their safety or the safety of others, or suffer substantial emotional distress.

[Statutory Authority: Chapter [34.05](#) RCW and RCW [28B.50.140](#); 20 U.S.C. § 1092(f); Title IX of the Education Amendments of 1972, 20 U.S.C. § 1681 et seq. WSR 22-18-052, § 132T-105-020, filed 8/30/22, effective 9/30/22.]

WAC 132T-105-030

Title IX jurisdiction.

(1) This supplemental chapter applies only if the alleged misconduct:

- (a) Occurred in the United States;
- (b) Occurred during a college educational program or activity; and
- (c) Meets the definition of sexual harassment as that term is defined in this

supplemental chapter.

(2) For purposes of this supplemental chapter, an educational program or activity is defined as locations, events, or circumstances over which the college exercised substantial control over both the respondent and the context in which the alleged sexual harassment occurred. This definition includes any building owned or controlled by a student organization that is officially recognized by the college.

(3) Proceedings under this supplemental chapter must be dismissed if the Title IX coordinator determines that one or all of the requirements under subsection (1) of this section have not been met. Dismissal under this supplemental chapter does not prohibit the college from pursuing other disciplinary action based on allegations that the respondent violated other provisions of the college's student code of conduct, chapter [132T-100](#) WAC.

(4) If the Title IX coordinator determines the facts in the investigation report are not sufficient to support Title IX jurisdiction and/or pursuit of a Title IX violation, the student conduct officer will issue a notice of dismissal in whole or part to both parties explaining why some or all of the Title IX claims have been dismissed.

[Statutory Authority: Chapter [34.05](#) RCW and RCW [28B.50.140](#); 20 U.S.C. § 1092(f); Title IX of the Education Amendments of 1972, 20 U.S.C. § 1681 et seq. WSR 22-18-052, § 132T-105-030, filed 8/30/22, effective 9/30/22.]

WAC 132T-105-040

Initiation of discipline.

(1) Upon receiving the Title IX investigation report from a Title IX investigator, the Title IX coordinator will independently review the report to determine whether there are sufficient grounds to pursue a disciplinary action against the respondent for engaging in prohibited conduct under Title IX.

(2) If the Title IX coordinator determines that there are sufficient grounds to proceed under the supplemental procedures of this chapter, the student conduct officer will initiate a Title IX disciplinary proceeding by filing a written disciplinary notice with the chair of the student conduct committee and serving the notice on the respondent and the complainant, and their respective advisors. The notice must:

- (a) Set forth the basis for the Title IX jurisdiction;
- (b) Identify the alleged Title IX violation(s);
- (c) Set forth the facts underlying the allegation(s);
- (d) Identify the range of possible sanctions that may be imposed if the respondent is found responsible for the alleged violation(s);
- (e) Explain that the parties are entitled to be accompanied by their chosen advisors during the hearing and that:
 - (i) The advisors will be responsible for questioning all witnesses on the party's behalf;
 - (ii) An advisor may be an attorney; and
 - (iii) The college will appoint the party an advisor of the college's choosing at no cost to the party if the party fails to do so.

(3) Explain that if a party fails to appear at the hearing, a decision of responsibility may be made in their absence.

[Statutory Authority: Chapter [34.05](#) RCW and RCW [28B.50.140](#); 20 U.S.C. § 1092(f); Title IX of the Education Amendments of 1972, 20 U.S.C. § 1681 et seq. WSR 22-18-052, § 132T-105-040, filed 8/30/22, effective 9/30/22.]

WAC 132T-105-050

Prehearing procedure.

(1) Upon receiving the disciplinary notice, the chair of the student conduct committee will send a hearing notice to all parties, in compliance with WAC [10-08-040](#). In no event will the hearing date be set less than 10 business days after the Title IX coordinator provided the final investigation report to the parties.

(2) A party may choose to have an attorney serve as their advisor at the party's own expense. This right will be waived unless, at least five business days before the hearing, the attorney files a notice of appearance with the student conduct committee chair with copies to all parties and the student conduct officer.

(3) In preparation for the hearing, the parties will have equal access to all evidence gathered by the investigator during the investigation, regardless of whether the college intends to offer the evidence at the hearing.

[Statutory Authority: Chapter [34.05](#) RCW and RCW [28B.50.140](#); 20 U.S.C. § 1092(f); Title IX of the Education Amendments of 1972, 20 U.S.C. § 1681 et seq. WSR 22-18-052, § 132T-105-050, filed 8/30/22, effective 9/30/22.]

WAC 132T-105-060

Rights of parties.

(1) The college's student code of conduct, chapter [132T-100](#) WAC, and this supplemental chapter shall apply equally to all parties.

(2) The college bears the burden of offering and presenting sufficient testimony and evidence to establish that the respondent is responsible for a Title IX violation by a preponderance of the evidence.

(3) The respondent will be presumed not responsible until such time as the disciplinary process has been finally resolved.

(4) During the hearing, each party shall be represented by an advisor. These parties are entitled to an advisor of their own choosing, and the advisor may be an attorney. If a party does not choose an advisor, then the Title IX coordinator will appoint an advisor of the college's choosing on the party's behalf at no expense to the party.

[Statutory Authority: Chapter [34.05](#) RCW and RCW [28B.50.140](#); 20 U.S.C. § 1092(f); Title IX of the Education Amendments of 1972, 20 U.S.C. § 1681 et seq. WSR 22-18-052, § 132T-105-060, filed 8/30/22, effective 9/30/22.]

WAC 132T-105-070

Evidence.

The introduction and consideration of evidence during the hearing is subject to the following procedures and restrictions:

(1) **Relevance.** The student conduct committee chair shall review all questions for relevance and shall explain on the record their reasons for excluding any question based on lack of relevance.

(2) Relevance means that information elicited by the question makes facts in dispute more or less likely to be true.

(3) Questions or evidence about a complainant's sexual predisposition or prior sexual behavior are not relevant and must be excluded, unless such question or evidence:

(a) Is asked or offered to prove someone other than the respondent committed the alleged misconduct; or

(b) Concerns specific incidents of prior sexual behavior between the complainant and the respondent, which are asked or offered on the issue of consent.

(4) Cross-examination required. If a party or witness does not submit to cross-examination during the live hearing, the student conduct committee must not rely on any statement by that party or witness in reaching a determination of responsibility.

(5) No negative inference. The student conduct committee may not make an inference regarding responsibility solely on a witness' or party's absence from the hearing or refusal to answer questions.

(6) Privileged evidence. The student conduct committee shall not consider legally privileged information unless the holder has effectively waived the privilege. Privileged information includes, but is not limited to, information protected by the following:

(a) Spousal/domestic partner privilege;

(b) Attorney-client and attorney work product privileges;

(c) Privileges applicable to members of the clergy and priests;

(d) Privileges applicable to medical providers, mental health therapists, and counselors;

(e) Privileges applicable to sexual assault and domestic violence advocates; and

(f) Other legal privileges identified in RCW [5.60.060](#).

[Statutory Authority: Chapter [34.05](#) RCW and RCW [28B.50.140](#); 20 U.S.C. § 1092(f); Title IX of the Education Amendments of 1972, 20 U.S.C. § 1681 et seq. WSR 22-18-052, § 132T-105-070, filed 8/30/22, effective 9/30/22.]

WAC 132T-105-080

Initial order.

(1) In addition to complying with WAC [132T-100-070](#) and [132T-100-210](#), the student conduct committee will be responsible for conferring and drafting an initial order that:

(a) Identifies the allegations of sexual harassment;

(b) Describes the grievance and disciplinary procedures, starting with filing of the formal complaint through the determination of responsibility, including notices to parties, interviews with witnesses and parties, site visits, methods used to gather evidence, and hearings held;

(c) Makes findings of fact supporting the determination of responsibility;

(d) Reaches conclusions as to whether the facts establish whether the respondent is responsible for engaging in sexual harassment in violation of Title IX;

(e) Contains a statement of, and rationale for, the student conduct committee's determination of responsibility for each allegation;

(f) Describes any disciplinary sanction(s) or condition(s) imposed against the respondent, if any;

(g) Describes to what extent, if any, complainant is entitled to remedies designed to restore or preserve complainant's equal access to the college's education programs or activities; and

(h) Describes the process for appealing the initial order to the college president.

(2) The student conduct committee chair will serve the initial order on the parties simultaneously.

[Statutory Authority: Chapter [34.05](#) RCW and RCW [28B.50.140](#); 20 U.S.C. § 1092(f); Title IX of the Education Amendments of 1972, 20 U.S.C. § 1681 et seq. WSR 22-18-052, § 132T-105-080, filed 8/30/22, effective 9/30/22.]

WAC 132T-105-090

Appeals.

(1) The parties shall have the right to appeal from the initial order's determination of responsibility and/or dismissal of an allegation(s) of sexual harassment in a formal complaint. The right to appeal will be subject to the same procedures and time frames set forth in WAC [132T-100-070](#) and [132T-100-220](#).

(2) The president or designee will determine whether the grounds for appeal have merit, provide the rationale for this conclusion, and state whether the disciplinary sanction(s) and condition(s) imposed in the initial order are affirmed, vacated, or amended, and if amended, set forth any new disciplinary sanction(s) and/or condition(s).

(3) The president's decision is final. The office of the president shall serve the final decision on the parties simultaneously.

[Statutory Authority: Chapter [34.05](#) RCW and RCW [28B.50.140](#); 20 U.S.C. § 1092(f); Title IX of the Education Amendments of 1972, 20 U.S.C. § 1681 et seq. WSR 22-18-052, § 132T-105-090, filed 8/30/22, effective 9/30/22.]

<p>Policy Contact: <u>Vice President, Student Services</u></p> <p>Approved by (Department/Body): <u>WWCC Board of Trustees</u></p> <p>Date Originally Approved: <u>May 20, 1975</u></p> <p>Last Reviewed/Revised on: <u>October 24, 1977; August 30, 2022</u></p>

Appendix J-

WALLA WALLA COMMUNITY COLLEGE

TITLE IX EMPLOYEE SUPPLEMENTAL DISCIPLINARY HEARING ADMINISTRATIVE PROCEDURE 5640

I. Order of Precedence

This supplemental employee discipline procedure applies to allegations of Sexual Harassment subject to Title IX jurisdiction pursuant to regulations promulgated by the United States Department of Education. *See* 34 C.F.R. § 106. Disciplinary proceedings against an employee respondent alleged to have engaged in sexual harassment in violation of Title IX shall be governed by Policy 2020 and this supplemental hearing procedure. To the extent the supplemental hearing procedure conflicts with provisions set forth in employment contracts, collective bargaining agreements, employee handbooks, and other employment policies and procedures, this supplemental hearing procedure will take precedence.

Notwithstanding the foregoing, if Respondent is a tenured or probationary faculty member and the President determines that the allegations in the investigation, if true, would warrant Respondent's dismissal from the College, the President will refer the matter to the Tenure Dismissal Committee for a hearing pursuant to RCW 28B.50.863 and applicable procedures set forth in the faculty union Collective Bargaining Agreement (CBA). To the extent the Tenure Dismissal Committee procedures are inconsistent or in conflict with Sections II through VII of this Supplemental Procedure, those Supplemental Procedure sections will prevail. At the end of the hearing, the Tenure Dismissal Committee will issue a Recommendation consistent with the provisions set forth in Section VIII. Claimant shall have the same right to appear and participate in the proceedings as the Respondent, including the right to present their position on the Recommendation to the Board of Trustees before final action is taken.

II. Prohibited Conduct Under Title IX

Pursuant to Title IX of the Education Act Amendments of 1972, 20 U.S.C. §1681, the college may impose disciplinary sanctions against an employee who commits, attempts to commit, or aids, abets, incites, encourages, or assists another person to commit, an act(s) of "sexual harassment."

For purposes of this supplemental procedure, "Sexual Harassment" encompasses the following conduct:

- A. Quid pro quo harassment. A college employee conditioning the provision of an aid, benefit, or service of the college on an individual's participation in unwelcome sexual conduct.
- B. Hostile environment. Unwelcome conduct that a reasonable person would find to be so severe, pervasive, and objectively offensive that it effectively denies a person equal access to the colleges educational programs or activities, or employment.
- C. Sexual assault. Sexual assault includes the following conduct:
 1. Nonconsensual sexual intercourse. Any actual or attempted sexual intercourse (anal, oral, or vaginal), however slight, with any object or body part, by a person upon another person, that is without consent and/or by force. Sexual intercourse includes anal or vaginal penetration by a penis, tongue, finger, or object, or oral copulation by mouth to genital contact or genital to mouth contact.
 2. Nonconsensual sexual contact. Any actual or attempted sexual touching, however slight, with any body part or object, by a person upon another person that is without consent and/or by force. Sexual touching includes any bodily contact with the breasts, groin,

mouth, or other bodily orifice of another individual, or any other bodily contact in a sexual manner.

3. Incest. Sexual intercourse or sexual contact with a person known to be related to them, either legitimately or illegitimately, as an ancestor, descendant, brother, or sister of either wholly or half related. Descendant includes stepchildren and adopted children under the age of eighteen (18).
 4. Statutory rape. Consensual sexual intercourse between someone who is eighteen (18) years of age or older and someone who is under the age of sixteen (16).
- D. Domestic violence. Physical violence, bodily injury, assault, the infliction of fear of imminent physical harm, sexual assault, or stalking committed by a person with whom the victim shares a child in common, by a person who is cohabitating with or has cohabitated with the victim as a spouse, by a person similarly situated to a spouse of the victim under the domestic or family violence laws of the State of Washington, or by any other person against an adult or youth victim who is protected from that person's acts under the domestic or family violence laws of the State of Washington, RCW 26.50.010.
- E. Dating violence. Physical violence, bodily injury, assault, the infliction of fear of imminent physical harm, sexual assault, or stalking committed by a person (i) who is or has been in a social relationship of a romantic or intimate nature with the victim; and (ii) where the existence of such a relationship shall be determined based on a consideration of the following factors:
1. The length of the relationship;
 2. The type of relationship; and
 3. The frequency of interaction between the persons involved in the relationship.
- F. Stalking. Engaging in a course of conduct directed at a specific person that would cause a reasonable person to fear for their safety or the safety of others, or suffer substantial emotional distress.

III. Title IX Jurisdiction

- A. This supplemental procedure applies only if the alleged misconduct:
1. Occurred in the United States;
 2. Occurred during a college educational program or activity; and
 3. Meets the definition of Sexual Harassment as that term is defined in this supplemental procedure.
- B. For purposes of this supplemental procedure, an "educational program or activity" is defined as locations, events, or circumstances over which the college exercised substantial control over both the Respondent and the context in which the alleged Sexual Harassment occurred. This definition includes any building owned or controlled by a student organization that is officially recognized by the college.
- C. Proceedings under this supplemental procedure must be dismissed if the President determines that one or all of the requirements of Section A (1)-(3) have not been met. Dismissal under this supplemental procedure does not prohibit the college from pursuing disciplinary action against a Respondent based on allegations that the Respondent engaged in other misconduct prohibited by federal or state law, employment contracts or handbooks, or other college policies.
- D. If the President determines the facts in the investigation report are not sufficient to support Title IX jurisdiction and/or pursuit of a Title IX violation, the President will issue a notice of dismissal in whole or part to both parties explaining why some or all of the Title IX claims have been dismissed.

IV. Initiation of Discipline

- A. Upon receiving the Title IX investigation report from the Title IX Coordinator, the President will independently review the report to determine whether there are sufficient grounds to pursue a disciplinary action against the Respondent for engaging in prohibited conduct under Title IX.
- B. If the President determines that there are sufficient grounds to proceed under these supplemental procedures, the President will initiate a Title IX disciplinary proceeding by filing a written disciplinary notice with the Dismissal Review Committee (for faculty) or Title IX Review Committee (for all other employees) and by serving the notice on the Respondent and the Claimant, and their respective advisors. The notice must:
 1. Set forth the basis for Title IX jurisdiction;
 2. Identify the alleged Title IX violation(s);
 3. Set forth the facts underlying the allegation(s);
 4. Identify the range of possible sanctions that may be imposed if the Respondent is found responsible for the alleged violation(s);
 5. Explain that each Party is entitled to be accompanied by an Advisor of their own choosing during the hearing and that:
 - a. Advisors will be responsible for questioning all witnesses on the Party's behalf;
 - b. An Advisor may be an attorney and/or, if the Party is a represented employee, a union representative;
 - c. A represented employee who chooses an Advisor who is not a union representative must submit a signed waiver of union representation that includes consent from the union; and
 - d. The Title IX Coordinator will appoint the Party an Advisor of the college's choosing at no cost to the Party, if the Party fails to choose an Advisor; and
 6. Explain that if a Party fails to appear at the hearing, a decision of responsibility may be made in the Party's absence.
- C. Service of the disciplinary notice or any other document required to be served under this supplemental procedure may be done personally or by first class, registered, or certified mail, or by electronic mail to the Party's college email address.

V. Pre-Hearing Procedure

- A. Upon receiving the disciplinary notice, the Dismissal Review Committee (for faculty) or Title IX Review Committee (for all other employees) will send a hearing notice to all parties in compliance with WAC 10-08-040. Pursuant to Title IX Grievance Procedure Policy 2020, the hearing date may not be scheduled less than ten (10) days after the Title IX Coordinator provided the Final Investigation Report to the Parties.
- B. A Party is entitled to be accompanied by an Advisor of their choice during the disciplinary process at the party's own expense. The Advisor may be an attorney and/or, if the Party is a represented employee, a union representative.
 1. If the Advisor is an attorney, the Advisor must file a notice of appearance with the Dismissal Review Committee (for faculty) or Title IX Review Committee (for all other employees) with copies to all parties and the President at least five (5) days before the hearing. If a notice of appearance is not filed within this timeframe, the Party will be deemed to have waived their right to have an attorney as an Advisor.
 2. If a Party is a represented employee who chooses not to use a union-provided Advisor, the Party must provide the Dismissal Review Committee (for faculty) or Title IX Review Committee (for all other employees) with a signed waiver of union representation, including written consent from the union.

- C. In preparation for the hearing, the Parties will have equal access to all evidence gathered by the investigator during the investigation, regardless of whether the college intends to offer the evidence at the hearing.

VI. Rights of Parties

- A. The provisions of this supplemental procedure shall apply equally to both parties.
- B. The college bears the burden of offering and presenting sufficient testimony and evidence to establish that the Respondent is responsible for a Title IX violation by a preponderance of the evidence.
- C. The Respondent will be presumed not responsible until such time as the disciplinary process has been finally resolved.
- D. During the hearing, each Party shall be represented by an Advisor. The Parties are entitled to an Advisor of their own choosing and the Advisor may be an attorney or, if the Respondent holds a represented position, a union representative. If a party does not choose an Advisor, then the Title IX Coordinator will appoint an Advisor of the college's choosing on the Party's behalf at no expense to the Party.

VII. Evidence

The introduction and consideration of evidence during the hearing is subject to the following procedures and restrictions:

- A. **Relevance:** The Committee Chair shall review all questions for relevance and shall explain on the record their reasons for excluding any question based on lack of relevance.
- B. **Relevance means** that information elicited by the question makes a fact in dispute more or less likely to be true.
- C. **Questions or evidence about a Claimant's sexual predisposition or prior sexual behavior are not relevant and must be excluded, unless such question or evidence:**
 - 1. Is asked or offered to prove someone other than the Respondent committed the alleged misconduct; or
 - 2. Concerns specific incidents of prior sexual behavior between the Claimant and the Respondent, which are asked or offered on the issue of consent.
- D. **Cross-examination required:** If a Party or witness does not submit to cross-examination during the live hearing, the Committee must not rely on any statement by that Party or witness in reaching a determination of responsibility.
- E. **No negative inference:** The Committee may not make an inference regarding responsibility solely on a witness's or party's absence from the hearing or refusal to answer questions.
- F. **Privileged evidence:** The Committee shall not consider legally privileged information unless the holder has effectively waived the privilege. Privileged information includes, but is not limited to, information protected by the following:
 - 1. Spousal/domestic partner privilege;
 - 2. Attorney-Client and attorney work product privileges;
 - 3. Privileges applicable to members of the clergy and priests;
 - 4. Privileges applicable to medical providers, mental health therapists, and counselors;
 - 5. Privileges applicable to sexual assault and domestic violence advocates; and
 - 6. Other legal privileges identified in RCW 5.60.060.

VIII. Initial Order

- A. The Committee will be responsible for drafting an Initial Order that:
 - 1. Identifies the allegations of sexual harassment;

2. Describes the grievance and disciplinary procedures, starting with filing of the formal claim through the determination of responsibility, including notices to parties, interviews with witnesses and parties, site visits, methods used to gather evidence, and hearings held;
 3. Makes findings of fact supporting the determination of responsibility;
 4. Reaches conclusions as to whether the facts establish whether the Respondent is responsible for engaging in Sexual Harassment in violation of Title IX;
 5. Contains a statement of, and rationale for, the Committee's determination of responsibility for each allegation;
 6. Describes any disciplinary sanction or conditions imposed against the Respondent, if any;
 7. Describes to what extent, if any, Claimant is entitled to remedies designed to restore or preserve Claimant's equal access to the college's education programs or activities; and
 8. Describes the process for appealing the Initial Order to the President.
- B. The Committee will serve the Initial Order on the Parties simultaneously.

IX. Appeals

- A. The Parties have the right to appeal from the determination of responsibility and/or from a Title IX dismissal, in whole or part, of a formal claim, as set forth in the Initial Order. A party may appeal by filing a written notice of appeal with President within ten (10) days of service of the Committee's decision. Failure to timely file a notice of appeal constitutes a waiver of the right to appeal and the Committee's decision shall be deemed final.
- B. The request for appeal must include a brief statement explaining the grounds for the appeal or why the party is seeking review. Disagreement with the finding and/or with the sanctions does not, by itself, represent grounds for appeals. Decisions may be appealed for one or more of the following: (a) To determine whether there was a procedural error that substantially affected the outcome of the finding or sanctioning. Deviation from designated procedures is not a basis for sustaining an appeal unless significant prejudice results. (b) To determine whether the sanction(s) imposed were appropriate and not excessively lenient or excessively severe for the violation for which the employee was found responsible. (c) To consider new information, sufficient to alter a decision, or other relevant facts not brought during fact finding, because such information and/or facts were not known, and the employee bringing the appeal had no duty to discover or could not have reasonably discovered facts giving rise to the issues during investigation or fact-finding. The notice of appeal must include a brief statement explaining why the party is seeking review.
- B. The President or the President's delegate will determine whether the grounds for appeal have merit, provide the rationale for this conclusion, and state whether the disciplinary sanctions and conditions imposed in the Initial Order are affirmed, vacated, or amended, and, if amended, set forth the new disciplinary sanctions and conditions.
- C. The President shall serve the Final Decision on the parties simultaneously.
- D. All decisions reached through this process are final. No decisions or recommendations arising from this disciplinary procedure will be subject to grievance pursuant to any Collective Bargaining Agreement.

Policy Contact: VP of Human Resources

Approved by (Department/Body): Dr. Chad Hickox, President

Date Originally Approved: November 1, 2020

Last Reviewed/Revised on: _____

Appendix K

WALLA WALLA COMMUNITY COLLEGE

POLICY COVERING THE PREPARATION AND DISCLOSURE OF THE ANNUAL SECURITY REPORT AND ASSOCIATED CRIME STATISTICS ADMINISTRATIVE POLICY 3540

I. Policy Background/Purpose:

Walla Walla Community College is committed to the safety and security of all members of the college community. As part of that commitment, the Walla Walla Community College Campus Security and Environmental Health and Safety Department publishes the Annual Security Report no later than October 1st of each year. The Annual Security Report includes crime statistics that are required to be reported under the Clery Act. The crime statistics are broken down into specific geographical areas as outlined in the Clery Act.

II. Definitions:

Annual Security Report – Is a Jeanne Clery Disclosure of Campus Security Policy and Campus Crime Statistics Act (Clery Act) required report containing safety and security related policy statements and crime statistics that must be distributed to all College students and employees annually. Additionally, all College students and employees must be notified of the location of the Annual Security Report.

Campus Security Authorities (CSAs) - Individual employees identified by the College whose specific duties or responsibilities associated with their position qualify them as a CSA under the Jeanne Clery Disclosure of Campus Security Policy and Campus Crime Statistics Act.

Jeanne Clery Disclosure of Campus Security Policy and Campus Crime Statistics Act (Clery Act) – Federal statute that requires colleges and universities to disclose campus safety information, crime statistics and summaries of security policies to the public.

Noncampus Geography – Clery Act specific term that encompasses two types of buildings and property. Noncampus geography applies to any building or property owned or controlled by officially recognized (or registered) student organizations, and any building or property located off campus but owned or controlled by your institution.

Title IX – Federal statute that prohibits sex discrimination in education institutions and legally requires schools to respond to, and remedy, hostile educational environments.

III. Authority:

Jeanne Clery Disclosure of Campus Security Policy and Campus Crime Statistics Act (Clery Act), Title IX.

IV. Scope/Responsibilities:

This policy applies to the Walla Walla Community College campuses in Walla Walla, Washington and in Clarkston, Washington. Walla Walla Community College operates college programs at the Coyote Ridge Correctional Facility in Connell, Washington and at

the Washington State Penitentiary in Walla Walla, Washington. Both of these locations are under the control of the Washington State Department of Corrections who has the authority to determine all policies and procedures for these facilities.

V. Policy:

The Walla Walla Community College Campus Security and Environmental Health and Safety Department is the designated department responsible for the collection of all crime data and statistics including those that are contained in the Annual Security Report and that are reported annually to the US Department of Education.

1. Campus Security and Environmental Health and Safety maintains incident reports for all criminal activity that are reported directly to the Campus Security and Environmental Health and Safety Department. Each incident is added to a tracking system that is reviewed each year during the preparation of the Annual Security Report. All incidents that meet the geographical requirements under the Clery Act and that are designated as Clery Act crimes are included in the Annual Security Report.
2. Campus Security and Environmental Health and Safety coordinates with the college's Student Conduct Officer on a daily basis to facilitate the exchange of information related to criminal activity/student conduct violations.
3. Campus Security and Environmental Health and Safety coordinates with the college Title IX Coordinator on a daily basis to facilitate the exchange of information related to criminal activity/Title IX violations.
4. Campus Security and Environmental Health and Safety provides email notifications to all Campus Security Authorities (CSAs) during the first two weeks and during the last week of each quarter with details regarding the reporting responsibilities of a CSA. Campus Security and Environmental Health and Safety also maintains an online CSA reporting form that once submitted, goes directly to the Executive Director of Campus Security and Environmental Health and Safety.
5. Campus Security and Environmental Health and Safety maintains an online form that must be submitted following any overnight travel involving students and that is sponsored by the College. Campus Security and Environmental Health and Safety enters each report into a master-tracking log. In January of each year, Campus Security and Environmental Health and Safety will evaluate each individual location listed on the previous year's log. Each location that is determined to meet the repeated or frequent use criteria outlined in the Clery Act will be flagged. A certified letter will be mailed to the law enforcement agency with jurisdiction over that address requesting relevant crime statistics as outlined in the Clery Act.
6. Campus Security and Environmental Health and Safety coordinates with each college department to develop and maintain a list of all locations utilized by the college that would meet the definition of a noncampus location under the Clery Act. A certified letter will be mailed to the law enforcement agency with jurisdiction over that address requesting relevant crime statistics as outlined in the Clery Act.
7. Campus Security and Environmental Health and Safety maintains an open line of communication with both the Walla Walla Police Department and the Clarkston, Washington Police Department who have primary law enforcement jurisdiction

for their respective campuses. In addition, Campus Security and Environmental Health and Safety sends out a certified letter to each agency every January requesting crime data for all on campus and public property crimes for the previous year.

Campus Security and Environmental Health and Safety compiles crime data from each of the sources listed above in the preparation and submission of the Annual Security Report and for reporting to the US Department of Education. The Annual Security Report is published no later than October 1st of each year.

VI. Referenced Policies/Procedures: N/A

<p>Policy Contact: Vice President of Administrative Services Approved by: Dr. Derek Brandes, President Date Originally Approved: 3 /13/18 Last Reviewed/Revised on:</p>

Appendix L

WALLA WALLA COMMUNITY COLLEGE EMERGENCY AND CRIME REPORTING ADMINISTRATIVE POLICY 3510

I. Policy Background/Purpose:

Walla Walla Community College is committed to the safety and security of all members of the college community. As part of this commitment, Walla Walla Community College encourages the prompt reporting of all criminal activity and emergency situations. Walla Walla Community College has implemented the following procedure that outlines various reporting options, which reporting options are confidential, which reporting options are not confidential, and when reporting becomes mandatory.

II. Definitions:

Campus Security Authorities (CSAs)- Individual employees identified by the College whose specific duties or responsibilities associated with their position qualify them as a CSA under the Jeanne Clery Disclosure of Campus Security Policy and Campus Crime Statistics Act.

Jeanne Clery Disclosure of Campus Security Policy and Campus Crime Statistics Act (Clery Act) – Federal statute that requires colleges and universities to disclose campus safety information, crime statistics and summaries of security policies to the public.

Title IX – Federal statute that prohibits sex discrimination in educational institutions and legally requires schools to respond to, and remedy, hostile educational environments.

Timely Warning – Clery Act reporting requirement that states that Walla Walla Community College at a minimum must notify the campus community in a timely manner when a Clery Act crime has been committed in a Clery Act geographically designated area and is determined, by Walla Walla Community College, to represent a serious or continuing threat to students and employees. A Timely Warning may also be issued for crimes not specifically covered under the Clery Act at the discretion of the college.

III. Authority:

Jeanne Clery Disclosure of Campus Security Policy and Campus Crime Statistics Act (Clery Act), Title IX.

IV. Scope/Responsibilities:

This policy applies to the Walla Walla Community College campuses in Walla Walla, Washington and in Clarkston, Washington. Walla Walla Community College operates college programs at the Coyote Ridge Correctional Facility in Connell, Washington and at the Washington State Penitentiary in Walla Walla, Washington. Both of these locations are under the control of the Washington State Department of Corrections who has the authority to determine all policies and procedures for these facilities.

V. Policy:

Walla Walla Community College utilizes the following procedures related to the reporting of criminal activity and other emergency situations on campus. In the event that there is an imminent threat to the safety and security of an individual or the college as a whole, any incident

may be reported directly to local law enforcement and then to the Campus Security and Environmental Health and Safety Department.

1. Campus Security and Environmental Health and Safety is the primary reporting location for all criminal activity and emergency situations on campus. Reporting can be accomplished by the following means:
 - a. In person Monday-Friday between 7:30am and 4:30pm at the Campus Security and Environmental Health and Safety office which is located on the Walla Walla Campus in Building D. This reporting option has limited options for confidentiality.
 - b. Via email by sending an email to campussafety@wwcc.edu. This email address is monitored 24 hours per day, 7 days per week.
 - c. By calling the Campus Security and Environmental Health and Safety office Monday-Friday between 7:30am and 4:30pm at 509-526-SAFE (7233).
 - d. Crime reports and incident reports submitted to Campus Security and Environmental Health and Safety are covered under state and federal law and are subject to public record requirements.
2. Reporting can also be accomplished by contacting the following individuals, positions or departments.
 - a. Campus Security Authorities (CSAs) are individual employees of Walla Walla Community College who have been designated as CSAs because of specific duties or responsibilities associated with their position. A list of current CSAs is maintained on the Campus Safety and Security webpage. CSAs are required to forward all reports they receive in their role as a CSA to Campus Security and Environmental Health and Safety. Confidentiality may be maintained but it will limit any further action by Walla Walla Community College.
 - b. Professional counselors are available at both the Walla Walla and the Clarkston Campuses. Reports received by counselors are considered to be confidential in most cases. Counselors are encouraged to remind victims of crime that confidential reporting should also be made to Campus Security and Environmental Health and Safety solely to aid in the collection of crime statistics and to help make the determination if a Timely Warning should be issued based on a continued threat to the college.
 - c. Title IX Coordinators - Any individual who believes that they may be the victim of any violation of Title IX to include sexual harassment and or sexual assault may report the incident to the Title IX Coordinator. The Walla Walla Community College Title IX Coordinator for employees is the Vice President of Human Resources. The Title IX Coordinator for students is the Vice President of Student Affairs.

Note: Any incident that has the potential to cause an immediate or continued threat to the College Community should be reported directly to Campus Security and Environmental Health and Safety in order to facilitate the possible issuance of a Timely Warning as required by the Clery Act.

VI. Referenced Policies/Procedures: N/A

Policy Contact: Vice President of Administrative Services

Approved by: Dr. Derek Brandes, President

Date Originally Approved: 3/13/18

Last Reviewed/Revised on: _____

Appendix M

WALLA WALLA COMMUNITY COLLEGE EMERGENCY NOTIFICATION ADMINISTRATIVE POLICY 3530

I. Policy Background/Purpose:

Walla Walla Community College is committed to the safety and security of all members of the college community. In order to provide timely and accurate notifications to the college community, Walla Walla Community College has implemented the following policy regarding emergency notifications.

II. Definitions:

Emergency Action Plan (EAP) – A plan required by Washington Industrial Safety and Health Act of 1973 to facilitate and organize the College’s response to a variety of emergency situations.

III. Authority:

Jeanne Clery Disclosure of Campus Security Policy and Campus Crime Statistics Act (Clery Act).

IV. Scope/Responsibilities:

This policy applies to the Walla Walla Community College campuses in Walla Walla, Washington and in Clarkston, Washington. Walla Walla Community College operates college programs at the Coyote Ridge Correctional Facility in Connell, Washington and at the Washington State Penitentiary in Walla Walla, Washington. Both of these locations are under the control of the Washington State Department of Corrections who has the authority to determine all policies and procedures for these facilities.

V. Policy:

Walla Walla Community College utilizes the following procedures to provide emergency notifications regarding events or incidents on or in the vicinity of the campus to include: active shooters, campus lockdowns, campus evacuations, viral outbreaks, natural or man- made disasters or any incident that may threaten the safety and security of the college community.

1. Campus Security and Environmental Health and Safety is the primary department tasked with the emergency notification procedure. Secondary responsibility is assigned to the College Technology Services Department and the College Office of Admissions and Registrar.
2. Once the determination has been made by the Executive Director of Campus Security and Environmental Health and Safety that an emergency notification needs to be initiated and if time permits, the Executive Director of Campus Security and Environmental Health and

Safety will review the content of the message with the College President and the Vice President of Administrative Services.

3. The notification will be sent out to the College community through the College's email system, via phone call, and via text message to everyone who has enrolled in the system. The same message will be posted on the College's website and social media accounts. Walla Walla Community College has the ability to notify specific College campuses through the emergency notification system and will evaluate the specific emergency when making the determination on who receives the notification.
4. All emergency notifications will be initiated without delay unless the notification will, in the professional judgement of responsible officials, compromise efforts to assist a victim or to contain, respond to, or otherwise mitigate an emergency.
5. Campus Security and Environmental Health and Safety is responsible for sending out an email reminder within the first five days of each quarter to all current faculty, staff and students explaining the emergency notification system and the process for registering.
6. Campus Security and Environmental Health and Safety is responsible for communicating the location and contents of the College Emergency Action Plan (EAP) to all faculty, staff and students and for conducting at least one drill annually that tests the emergency notification system in combination with an emergency drill/exercise that is outlined in the College EAP.
7. In the event that an emergency notification is initiated, Walla Walla Community College will notify the local community through the following steps:
 - a. The College website and social media accounts will be updated.
 - b. The College Public Information Officer will communicate with a pre-determined list of community news organizations who will then release that information via their media outlets.

Referenced Policies/Procedures: N/A

Policy Contact: Vice President of Administrative Services

Approved by: Dr. Derek Brandes, President

Date Originally Approved: 3 /6/18

Last Reviewed/Revised on:

Appendix N

WALLA WALLA COMMUNITY COLLEGE

SECURITY AND ACCESS TO CAMPUS FACILITIES ADMINISTRATIVE POLICY 3550

I. POLICY BACKGROUND/PURPOSE

Walla Walla Community College (WWCC) is a public community college and is open to the public based on a schedule determined by College Administration, referenced in [Administrative Policy 2220-WAC-132T-190 – Use of the College Facilities](#).

II. AUTHORITY

WWCC Board Policy 1370, [Administrative Policy 2220-WAC-132T-190](#), [Administrative Policy 2230](#), [Administrative Procedure 2230](#), and the Jeanne Clery Disclosure of Campus Security Policy and Campus Crime Statistics Act (Clery Act).

III. SCOPE OF POLICY

This policy applies to WWCC campuses in Walla Walla and Clarkston. WWCC operates college programs at the Coyote Ridge Correctional Facility in Connell and at the Washington State Penitentiary in Walla Walla, both of these locations are under the control of the Washington State Department of Corrections and are exempt from this policy.

IV. DEFINITIONS

- A. **Public Area:** refers to spaces on WWCC campuses and its grounds that are generally open to the public, such as primary public entrance lobbies of buildings, rotundas and adjoining public mezzanines, and exterior plazas and lawns.
- B. **Non-Public Areas include, but are not limited to:** classrooms while classes are in session, offices, meeting rooms, labs, shops, closets, and other workspaces primarily dedicated to college operations, and other areas designated by the college as a restricted access area to prevent disruption of the educational process and business of the institution, and protect safety, security, or confidentiality.
- C. **Restricted Access Areas:** locations that are not open to the public and may or may not be marked with signage or other indicators.

V. POLICY

- A. Public areas of the college shall be accessible during posted hours of operation, subject to holiday closures or other announced closures. Posted hours of operation are subject to change based on facility usage and may be changed

without notice by the Campus Security and Environmental Health and Safety Department if there is a concern related to the safety or security of a member of the college or a potential threat to the college facilities.

1. Refer to [Administrative Policy 2220-WAC-132T-190](#) and [Administrative Policy and Procedure 2230](#) for information on the use of college facilities and use for expressive speech.
- B. Access to non-public and restricted areas is limited to authorized individuals. Employees, students, and members of the public who do not have specific authorization are prohibited from entering non-public or restricted access areas. Unauthorized access may result in removal from the premises and potential disciplinary or legal action.
- C. WWCC facilities are locked outside of posted hours of operation. The college utilizes a standard mechanical key and lock and/or card access system for all campus facilities. Facility keys and/or card access are issued in compliance with the college's key control procedure.
- D. TRESSPASS
 1. In alignment with [Administrative Policy 2220-WAC-132T-190](#), the college may have the license or privilege to be on college property revoked and ordered to withdraw from and refrain from entering upon any college property for any of the reasons stated below. Remaining on or reentering college property after one's license or privilege to be on college property has been revoked shall constitute trespass and such individual shall be subject to arrest for criminal trespass.
 - a. Any person who violates or is in violation of a college policy, or
 - b. Be engaged in any act that could represent a safety or security concern to the college, or
 - c. Undue use of college property and/or resources without authorization and physical presence on college grounds cannot be linked to any invitation, reservation, function, or educational mission of the college, or
 - d. Whose behavior results in any disruption, change to or cancellation of any college sponsored or approved activity or function.
 2. The WWCC Campus Security and Environmental Health and Safety Department will document and track all issued trespass warnings. A written trespass form must be completed by the individual authorized by the college to issue the trespass warning and must be submitted to Campus Security and Environmental Health and Safety.

Policy Contact: <u>Vice President of Administrative Services</u>
Approved by (Department/Body): <u>Dr. Chad E. Hickox, President</u>
Date Originally Approved: <u>2/20/2018</u>
Last Reviewed/Revised on: <u>3/26/2021; February 7, 2025</u>

Appendix O

WALLA WALLA COMMUNITY COLLEGE TIMELY WARNING NOTIFICATION ADMINISTRATIVE POLICY 3520

I. Policy Background/Purpose:

Walla Walla Community College is committed to ensuring the safety and security of all members of the college community. In the event that a Clery Act crime has been committed in a Clery Act geographical designated area and is determined, by Walla Walla Community College, to represent a serious or continuing threat to students and employees a Timely Warning will be issued. Walla Walla Community College has implemented the following policy regarding Timely Warnings.

II. Definitions:

Jeanne Clery Disclosure of Campus Security Policy and Campus Crime Statistics Act (Clery Act) – Federal statute that requires colleges and universities to disclose campus safety information, crime statistics and summaries of security policies to the public.

VAWA – The Violence Against Women Act (VAWA) is a comprehensive legislative package designed to improve criminal justice responses to sexual assault, domestic violence, dating violence, and stalking and to increase the availability of services for victims and survivors.

III. Authority:

Jeanne Clery Disclosure of Campus Security Policy and Campus Crime Statistics Act (Clery Act).

IV. Scope/Responsibilities:

This policy applies to the Walla Walla Community College campuses in Walla Walla, Washington and in Clarkston, Washington. Walla Walla Community College operates college programs at the Coyote Ridge Correctional Facility in Connell, Washington and at the Washington State Penitentiary in Walla Walla, Washington. Both of these locations are under the control of the Washington State Department of Corrections who has the authority to determine all policies and procedures for these facilities.

V. Policy:

Per the Clery Act, Walla Walla Community College will issue a Timely Warning to the college community (1) upon notification that a Clery Act crime has occurred and is determined to pose a serious or continuing threat to WWCC students, employees,

and/or visitors and (2) the crime occurred in a Clery Act geographical designated area. This includes any area on campus, in or on non-campus buildings or property owned by WWCC or on public property that is within the campus or immediately adjacent to the campus. A Timely Warning will be issued for the following Clery Act crimes:

- Criminal offenses
 - Murder and Non-negligent manslaughter, Manslaughter by negligence, Sexual Assault, Rape, Statutory Rape, Aggravated Assault, Robbery, Motor Vehicle Theft, Incest, Arson, Fondling, and Burglary
- Hate crimes
 - Larceny-Theft, Simple Assault, Intimidation, Destruction/Damage/Vandalism of Property
- VAWA offenses
 - Domestic Violence, Stalking, Dating Violence
- Arrests and referrals for disciplinary action
 - Weapon Law violations, Liquor Law violations, Drug Abuse violations

The decision to issue a Timely Warning will be made by the President, Vice President of Administrative Services or the Executive Director of Campus Security and Environmental Health and Safety; in coordination with the Public Information Officer. The notification will be sent out through the college's email system, the college's emergency notification system and will also be posted on the Campus Security and Environmental Health and Safety Department's webpage. The Walla Walla Community College Campus Security and Environmental Health and Safety Department maintains close communication with the Walla Walla, WA and Clarkston, WA Police Departments to aid in the notification and communication of an event or situation that may necessitate the issuing of a Timely Warning. A Timely Warning may be issued for any other incident or crime as deemed necessary or appropriate.

Referenced Policies/Procedures: N/A

<p>Policy Contact: Vice President of Administrative Services Approved by: Date Originally Approved: 4/30/2016 Last Reviewed/Revised on:</p>

Appendix P

**WALLA WALLA COMMUNITY
COLLEGE SECURITY
CONSIDERATIONS USED IN THE
MAINTENANCE OF CAMPUS
FACILITIES ADMINISTRATIVE
POLICY 3560**

I. Policy Background/Purpose:

Walla Walla Community College is committed to the safety and security of all members of the college community and for the security of all college facilities. As part of that commitment, Walla Walla Community College implements the following policy related to security considerations used in the maintenance of campus facilities.

II. Definitions: N/A

III. Authority:

Jeanne Clery Disclosure of Campus Security Policy and Campus Crime Statistics Act (Clery Act).

IV. Scope/Responsibilities:

This policy applies to the Walla Walla Community College campuses in Walla Walla, Washington and in Clarkston, Washington. Walla Walla Community College operates college programs at the Coyote Ridge Correctional Facility in Connell, Washington and at the Washington State Penitentiary in Walla Walla, Washington. Both of these locations are under the control of the Washington State Department of Corrections who has the authority to determine all policies and procedures for these facilities.

V. Policy:

Walla Walla Community College utilizes the following procedures in the monitoring and servicing of campus facilities with regards to safety and security.

1. All facility interior and exterior lighting is continuously monitored by Campus Security and Environmental Health and Safety and by facilities staff to ensure that outages are identified and serviced in a timely manner.
2. Emergency phones are inspected and tested monthly by Campus Security and Environmental Health and Safety staff. Any phones that are non-functioning are reported to the college Technology Services Department for servicing.
3. Campus Security and Environmental Health and Safety completes a bi-annual review of all college facilities with a focus on landscaping and vegetation. A report is submitted to the college Facilities Department with recommendations regarding needs or changes to landscaping and vegetation in order to improve safety and security.

4. Following a report of any safety or security incident on campus, the Campus Security and Environmental Health and Safety Department completes a review of the location of the incident and determines if any action should be taken to improve or alter the physical space to enhance safety and security. Recommendations are forwarded to the Vice President of Administrative Services.

Referenced Policies/Procedures: N/A

Policy Contact: Vice President of Administrative Services

Approved by: Dr. Derek Brandes, President

Date Originally Approved: 2/20/18

Last Reviewed/Revised on: _____