

2024 Annual Security and Fire Safety Report Portland-Metro Campus



Crime and Fire Statistics for 2021, 2022 and 2023



2024 Annual Security and Fire Safety Report

Portland Metro Campus

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Annual Security and Fire Safety Report

Introduction

The Jeanne Clery Disclosure of Campus Security Policy and Campus Crime Statistics Act (the Clery Act) requires that post-secondary schools participating in the Title IV Student Financial Aid Program publish a statistical report of crimes occurring on or near the institution's campus and provide information about security policies, procedures and programs. This report serves to inform the campus community of reported crimes occurring in the three previous calendar years. This report provides data for calendar years 2021, 2022, and 2023.

Preparation and Disclosure of Annual Crime Statistics

Campus Safety coordinates the development this report, in conjunction with the university's Clery Compliance Committee and other stakeholders, to comply with the Jeanne Clery Disclosure of Campus Security and Crime Statistics. The report is also prepared in cooperation with the Clackamas County Sheriff's Office. The Clackamas County Sheriff's Office provides statistics for off-campus and adjacent-to-campus reported crimes for on/off-campus and adjacent-to-campus reported crimes. These statistics represent crime reporting by the Wilsonville Police Department, which is a division within the Clackamas County Sheriff's Office contracted to provide law enforcement services to the city of Wilsonville, Oregon. Campus crime, arrest and referral statistics include those reported to the Campus Safety, Student Affairs, the Integrated Student Health Center, Student Involvement and Belonging, the Title IX Coordinator along with other designated campus officials.

Confidentiality of Victim/Survivors: This data, when recorded and compiled by the university's Clery Coordinator for the purposes of Clery reporting, contain information specific to and necessary for Clery reporting requirements to include: date, location and crime. When collecting and compiling statistics, the Clery Coordinator does not request or record any identifying information about a victim, as such information is not required for Clery crime disclosure. The Clery Coordinator is the Custodian of Records for all Clery associated records. These records include the crime log, available in paper format to the public at the Campus Safety office located in room 231 in Cornett Hall, and Clery-reportable crime statistics which are provided to the public and the Department of Education annually, for the current and prior two years. The institution is required to keep Clery-associated records for seven years.

Distribution and Availability of the Current Report

Each year, an e-mail notification is made to all enrolled students along with all current faculty and staff members providing the web site to access the report. Paper copies of the report may also be obtained by calling 503.821.1291 to request a copy. All prospective employees may obtain a copy of this report from Human Resources in the Snell Hall or by calling 541.885.1074.

Reportable Crimes

The Clery Act requires that participating schools collect data on a specific list of crimes. These crimes are listed within this document and are defined by the current reporting requirements. In the case of liquor, drug and weapon offenses, the numbers are categorized into two groups based on violations of Oregon law. The first set of numbers is for those who were referred for disciplinary actions by Oregon Tech and the second is for those individuals who were arrested or issued a citation in lieu of arrest. This information represents the actual impact of liquor, drug and weapons violations occurring in the campus community even when the incident does not result in an arrest



Excluded Crimes

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

- 1. Reported to the Proper Authorities The incident must be reported to law enforcement or a person who, according to the Clery Act, is defined as a Campus Security Authority. A person designated as a Campus Security Authority includes more than individuals employed by Campus Safety. The term is applied to any person who works for the university in a paid or volunteer status and has significant responsibilities for student activities. For example, professors, student advisors, resident assistants, coaches for university athletics and persons who perform security functions at campus recreational facilities are considered Campus Security Authorities.
- 2. Listed Crimes The crime must be one of those listed in the Clery Act as a reportable crime.
- 3. Reportable Area The crime must have occurred in one of the reportable areas per Clery regulations. Every reportable crime occurring within the boundaries of campus is in a reportable area. Perimeter streets are described as a "Sidewalk Street Sidewalk". This means that a reportable crime occurring on the sidewalk on either side of a perimeter street is reportable as are incidents occurring in the street. But an incident occurring in a building on the distant side of a perimeter street would not be included.
- 4. **Made in Good Faith** For an incident to be included there must be a determination that the report is made in good faith. Supporting evidence makes this determination easy, but such evidence is not always available. In such a case the credibility of the person making the report is considered. When the incident is reported to the university through a law enforcement agency, the Campus Security Authority believes this determination has already been made.
- 5. Founded For an incident to be included there must be a determination that the report was founded. If in the case of a particular incident, law enforcement and/or Campus Safety determines that the incident could not have occurred or did not occur, i.e., a false report, the crime would not be included in the annual report.

Security Policies, Procedures and Programs

This report provides information about security policies, how to report crimes, the jurisdiction and arrest authority of Campus Safety personnel and information about campus educational programs. These documents are gathered together in this report to assist you in your efforts to arrive at a more complete understanding of the campus climate as it relates to the issues of personal safety, crimes occurring on or near campus and the resources available. The collection of data and the evaluation of the data in the preparation of this report is a lengthy process requiring the involvement of numerous campus departments and external partner agencies. The intent of this information is provide individuals with the information necessary to make an informed and reasoned decision about personal safety while at Oregon Tech.



Campus Environment

Oregon Tech serves students from all over the world, serving as the only accredited public polytechnic university in Oregon. The Portland Metro Campus is located in Wilsonville, Oregon, a suburb of the city of Portland. Oregon Tech maintains an open campus with no physical barriers between the university and the community.

Oregon Tech serves students and employers in the Portland metropolitan area by offering degree programs at the Portland Metro Campus. Oregon Tech's high demand bachelor's and master's degrees are accessible to traditional full-time students, community college transfer students, working professionals, and busy adults by offering day, evening, weekend, hybrid, and online courses.



The Portland Metro Campus is designed to provide an industry-focused, urban university experience at the heart of the "Silicon Forest." Our mission is to serve students and employees by educating a highly trained and globally competitive workforce in engineering, technology, management, and health sciences.

Campus Safety is a Shared Responsibility

No university campus or community is totally risk free. Each person must contribute to fostering a safe learning environment by using common precautions and practicing crime prevention. These measures help reduce vulnerability as well as opportunities for criminal activity on campus.

Campus Safety program reports to the Executive Director of Resilience, Emergency Management and Safety (REMS) within Finance and Administration. Campus Safety applies a proactive approach to incorporating education, prevention, and response to campus incidents.

Campus Safety programs at Oregon Tech are comprehensive and inclusive ensuring a focus on the entire campus community to include students, faculty, staff and guests. It is Oregon Tech's desire to create and promote an open environment that encourages learning and freedom among all who attend or visit the university. Safety is an important part of the educational and occupational experience.

Individuals who are the victim of a crime, witness a crime or suspect a crime is taking place within the campus boundaries or adjacent properties, should report the event immediately to the Clackamas County Sheriff's Office 911. Everyone needs to be an active member of our campus community, reporting crimes and pointing out safety concerns to the appropriate departments or agencies. It is our collective responsibility to help keep our campus crime-free. Whether a victim or bystander, everyone can play an important role in keeping our community safe.

Members of the campus community are encouraged to report concerns and all campus crimes to the Clackamas County Sheriff's Office, the on-duty security officer or Portland Metro Campus Operations Manager. Students may also report concerns to the Dean of Students, the Diversity/Title IX Officer or to the Director of Student Services. An online campus incident report is available through "TechWeb" at: https://techweb.oit.edu/students/incident-report.



Security Awareness and Crime Prevention

Oregon Tech provides the following contact information to students, faculty and staff:

Incident Reporting

- For emergencies or a crime being committed, call 911.
- Report all crimes, no matter how minor they may seem. Notify the on-duty security officer at 971.264.4175 or the Clackamas County Sheriff's Office non-emergency line at 503.655.8211. You can also contact Campus Safety at 541.891.2143.
- Report any unsafe conditions, or any malfunctioning lights, doors or windows, the Portland Metro Campus Operations Manager at 503.821.1291.
- Optional online report through TechWeb at: https://techweb.oit.edu/students/incident-report.

Important Phone Numbers

- Emergencies: 911
- On-Duty Security Officer: 971.264.4175
- Clackamas County Sheriff's Office Non-Emergency: 503.655.8211
- Campus Safety On-Duty Officer: 541.891.2143

Personal Safety

Survivors of crimes are not responsible for their victimization, regardless of their actions. Criminals are responsible for crime. Not all crimes can be prevented with preparation and readiness, however campus community members can improve their safety by taking the following precautions:

- If working or studying late, arrange to leave with a friend. Lock doors and windows if working late alone.
- Refrain from getting in elevators with people who look out of place or behave in a strange or threatening way. Always immediately report suspicious people or conditions to on-duty security officer, the Portland Metro Campus Operations Manager or 911.
- If followed, go to a high visibility area where individuals may be present.
- Be alert to any suspicious persons or vehicles.
- Carry a fully charged cell phone with pre-programmed emergency numbers.

Property Protection

- Don't leave valuables unattended (backpacks, wallets, purses, keys, computers, phones, electronic devices, etc.).
- Engrave personal property, such as electronic or sporting equipment, with an Oregon Driver's License number, similar to this: OR123456DL. A secondary option would be to engrave an owner applied number, or OAN. This would be an engraved number easily identifiable to the owner.
- Keep a written record of all personal valuables, including descriptions and serial numbers. It is evidence that the property belongs to the rightful owner.

Bicycle Theft

- Never leave a bicycle unlocked. It only takes a moment to steal an unlocked bicycle.
- U-lock style locks are best. Cables and padlocks can be cut easily and quickly.
- Lock the bicycle frame to a bike rack. Front wheels can be easily removed, and the bike stolen.



Office Security and Key Control

- Never leave purses, wallets, or other valuables unattended. Lock them in a drawer or closet or carry them.
- Never leave keys unattended, in plain sight on a desk, or in a top drawer where they could be easily accessed.
- Do not loan out university issued keys, proximity cards, fobs or any other form of entrance you have been granted.
- Request proof of authorization from persons asking for confidential information or from delivery or repair people who want to enter a restricted area.
- If keys are lost or stolen, notify the Portland Metro Campus Operations Manager at 503.821.1291.

Parking Safety

- Lock vehicles at all times.
- When returning to a vehicle, have the keys out while approaching. Check the interior of the vehicle before going inside.
- Notify Portland Metro Campus staff, the on-duty security officer or the Clackamas County Sheriff's Office immediately of any suspicious people seen loitering in the parking lots or in the building.
- Remove all valuables from vehicles. Leave them at home, carry them with you, or lock them in the trunk.



Threatening Situation

- If physically challenged, attract attention by yelling loudly or using a whistle.
- If using self-defense tactics or equipment, run away as soon as the attacker is disabled. Please note Oregon Tech policy (OIT-50-010), which prohibits the use of weapons on any Oregon Tech campus. Please refer to ORS 166.360 for the definition of a weapon.
- Situational awareness is vital when it comes to personal safety. Run scenarios in your head and pre-plan your response to threatening situations.
- If confronted by someone who only wants property, give it to them. Your valuables are not worth your personal safety.
- Try to get an accurate description of the assailant. If a vehicle is involved, get the license number and call 911, the on-duty security officer or Campus Safety.

Campus Safety Services and Local Law Enforcement Cooperation

Campus Safety provides coordination with local law enforcement, crime prevention consultation services and safety trainings at the Portland Metro Campus. Crimes can be reported to Academic Affairs, the Assistant Dean of Students, the Vice Provost for Research, and the Vice President for Student Affairs. Additionally, Oregon Tech and the Clackamas County Sheriff's Office (CCSO) coordinate and cooperate in responding to crime on campus and incidents in areas adjacent to campus.



The Wilsonville Police Department provides contracted law enforcement services to the city of Wilsonville and is staffed by the Clackamas County Sheriff's Office. Any major crime incidents on campus will be handled by the Wilsonville Police Department. Wilsonville Police will conduct all investigations and make arrests as the responsible law enforcement jurisdiction.

Calendar Year 2023 Safety Programs and Trainings

Student Involvement & Belonging (SIB)

Staff within the Student Involvement and Belonging department, in coordination with Portland Metro Campus student services, provided students with Title IX video training to those students who attended the SOAR new student Orientation activities. The Executive Director for Wellbeing presented a suicide prevention workshop to employees in October of 2023 and the Portland Metro Campus Student Health counselor provided various wellness activities for both students and employees.

Title IX

Because Title IX awareness is crucial to the health and wellness of the Oregon Tech Community, annual training on Title IX and related laws is required for all Oregon Tech students, employees, volunteers at all Oregon Tech campus locations. Our Board of Trustees also attended annual Title IX training. Members of the Title IX Office, including the Title IX Coordinator, Investigator, and Deputy Title IX Coordinators receive additional training, as do Hearing Officers and Advisors. The Title IX office provided training to faculty and staff from all campuses during Convocation in September 2023. Additionally, as referenced above, Title IX assisted SIB with providing video training to students during the Portland Metro Campus new student Orientation in September of 2023.

Crime Prevention and Education

Campus Safety, staff, faculty and students continually work together on personal safety and preparedness to assist others in times of need. Each individual is responsible for taking precautions, such as walking in pairs at night, locking office and car doors, and securing personal valuables when unattended. Campus Safety is always available to meet with individuals, groups and clubs to discuss safety and crime prevention methods and related issues. Campus Safety actively supports crime prevention through a number of activities. Campus Safety Officers provide educational talks, workshops and information exchanges throughout the academic year. Campus Safety personnel provide the following crime prevention services:

- Daily incident and crime reports
- Community training in topics such as self-defense, personal safety and active assailant response
- Crime information and data collection that is disseminated to local police agencies
- Timely notices of criminal activity

Reporting a Crime

In the event of a crime or emergency, contact the on-duty security officer or 911. This number will reach the Clackamas County Sheriff's Office 911 Center, who will coordinate a response by the appropriate public safety agency.

In addition, crimes can also be reported to the following persons or offices:

- Student Health at 503.821.1250
- Assistant Dean of Students Portland Metro Campus at 503.821.1296
- Vice President for Student Affairs at 541.885.101
- Director of Academic Affairs at 503.821.1267
- Title IX Coordinator at 541.885.0182



Building Access and Safety

The Portland Metro Campus is open Monday through Friday, 7:00 a.m. to 10:00 p.m. and Saturdays from 7:00 a.m. to 6:00 p.m. during the term. During the summer and breaks, the building is open Monday through Friday from 9am to 6pm and is closed on Saturday and Sunday. The building is locked after evening activities are completed.

Unauthorized entry to, or use of university facilities, including the building and grounds, is prohibited. Building access for special use or use during non-business hours requires prior approval. If you are working alone or will be in the building after normal work hours or on weekends, notify the Portland Metro Campus Operations Manager or the on-duty security officer. Please immediately report all strangers or suspicious activity to the Portland Metro Campus Operations Manager or the on-duty security officer

Security of Campus Grounds

The Portland Metro Campus has security officers to patrol campus. They patrol the parking lots, pedestrian walkways, and both the interior and exterior of the building. Members of the campus community are encouraged to report all hazards, such as exterior lighting deficiencies or unsafe walking conditions to Portland Metro Campus maintenance staff at 503.821.1262.

Fire Safety

If you discover or suspect that there is a fire, pull the nearest fire alarm and exit the building. Try to warn others as you leave. Contact 911 to summon the Fire Department. Do not re-enter the building until fire personnel give permission. The silencing of a fire alarm does not mean it is safe to return to a building.

OT Alert and Emergency Communications

REMS, Marketing, Communications and Public Affairs and Campus Safety, working in conjunction with Portland Metro Campus administrative leadership, support the OT Alert system to promptly notify the campus community in the event of an emergency

The OT Alert notification system enables the university to contact the Oregon Tech community in the event of an emergency by sending messages through the following approaches:

- Cell Phone
- E-mail
- Phone (land line)
- SMS (text messaging)

OT Alert is not used to send non-emergency, routine or spam messages.

((t•1)) OT ALERT

How OT Alert Works

Oregon Tech is committed to providing a safe learning environment for students, faculty, staff and administrators. With this commitment comes a responsibility to notify the campus community of emergency situations if they arise on Oregon Tech campuses. OT Alert fulfills this commitment with emergency information available to the campus community and by providing emergency information and notification to a large percentage of persons on campus as well as the larger outlying community. OT Alert will promptly provide emergency information to the campus community and beyond once an emergency or threat is confirmed and the appropriate officials on campus are notified for purposes of emergency response and possible evacuations.

If Oregon Tech receives a confirmed emergency or dangerous situation involving an immediate threat at or near an Oregon Tech campus, Oregon Tech will confirm the given emergency via both on and off campus resources. These resources may include, but are not limited to Campus Safety Officers, the Executive Director of REMS or off-campus emergency response agencies such as the Clackamas County Sherrif's Office.

Once an emergency is confirmed and the scope of the emergency is determined, a member of the Portland Metro Campus administrative leadership team will enter the alert via OT Alert. The mass notification system will automatically send the alert message to all faculty, staff and students and to those persons that have signed up and/or updated their emergency information on the OT Alert system. The alert is then delivered to landlines, cellular phones and through e-mail accounts.

All Oregon Tech students, faculty, and staff are automatically enrolled into the OT Alert system with their primary phones and Oregon Tech email. University community members are also encouraged to provide additional contacts (secondary email or phone number) and to regularly update their information at www.oit.edu/ot- alert. In the event of an on-going emergency on or near an Oregon Tech campus, follow-up information will be disseminated via the same process used to send out the initial alert via OT Alert. Reasons for an updated OT Alert message may include further detailed information on the emergency, changes in location of the emergency, the emergency being deemed contained, concluded or no longer a threat.

How OT Alert Will Be Used

Situations for which OT Alert will be used (but not limited to):

- Campus closing
- Building emergencies
- Potential life-threatening situations on campus
- Extreme weather conditions

The campus community can be confident that an emergency message is genuine by the following sender identification - Phone: 541.885.1000 or E-mail: OT Alert (do not reply)

Timely Warnings

In an effort to provide timely notice to the campus community in the event of a Clery Act crime that may pose a serious or ongoing threat to members of the community, Portland Metro Campus administrative personnel, in conjunction with Campus Safety, will issue Timely Warnings. Timely Warnings will be generally issued for the following crimes:

- Arson
- Aggravated assault
- Burglary
- Criminal homicide
- Hate Crimes
- Motor Vehicle Thefts
- Robbery
- Sexual assaults
- Stalking
- Dating Violence
- Family Violence

Crimes that would not present a continuing threat and therefore might not merit a Timely Warning, include the following:

- An assault between two individuals who have a disagreement and know each other. This
 may be an isolated event and presents no ongoing threat to the community.
- In the case of a late report in which the delay precludes the possibility of issuing a Timely Warning to the community. Late reports will be considered on a case-by-case basis depending on when and where the incident occurred, when it was reported, and the amount of information available.
- Crimes in which the perpetrator has been apprehended, thereby eliminating the threat.
- Crimes in which an identified perpetrator is only targeting specific individuals to the
 exclusion of others.



In the event a Timely Warning is disseminated, it may include the following information:

- Type of crime
- Date, time, and location of the crime
- Brief description of the incident
- Available suspect information
- Safety tips to help with the risk of being involved in a similar incident

Campus Safety may, in some circumstances, issue Timely Warnings when there is a pattern of crimes against persons or property. At Oregon Tech, the Executive Director of REMS will make the determination, in consultation with other university officials, if a Timely Warning is required. Anyone with information warranting a Timely Warning or emergency response notification for the Oregon Tech campuses may contact Campus Safety at 541-885-1111 or 541-891-2143.

Evacuation Drills and Procedures

The purpose of evacuation drills is to prepare building occupants for a safe and coordinated evacuation in case of fire or other emergency. At Oregon Tech, evacuation drills are used to educate and train occupants on fire safety issues specific to their building or location. During a drill, occupants practice drill procedures and familiarize themselves with the location of exits and the sound of the fire alarm. In addition to evacuation procedures during the drills, the process also provides Oregon Tech with an opportunity to test the operation of the fire alarm system components. Fire drills are conducted annually in campus facilities with the exception of four times per year in oncampus housing facilities. It should be noted that the Portland Metro Campus has no on-campus housing facilities.

Student Conduct, Disciplinary Responsibility and Sanctions

Disciplinary sanctions as serious as suspension or expulsion from the university may be imposed against any students found guilty of committing, attempting to commit or intentionally assisting in any of the offenses listed in the Student Conduct Code. The responsibility for the campus discipline system is delegated from the State Board of Higher Education to the Vice President for Student Affairs through the President. The Vice President for Student Affairs further delegates authority for student conduct to the Dean of Students, Assistant Dean of Students and designated hearing officers. A hearing officer is a university employee who is an officially designated administrator, faculty member, or staff member. The goal is to resolve cases closest to the point of infraction for maximum educational benefit. The Student Code of Conduct in its entirety, to include prohibited conduct, the disciplinary process and sanctions can be found at: Student Conduct | Oregon Tech (oit.edu).

Title IX Investigations and Disciplinary Action

Victim Notification

In cases involving allegations that a crime of violence or non-forcible sex offenses, victims are entitled to know the results of any disciplinary proceedings. Both the accused and complainant will be notified in writing of the results of any hearing involving such allegations. Victims of a crime of violence, sexual assault, non-forcible sex offense, or stalking will be provided with notification in writing of the final outcome of the disciplinary hearing, including the sanctions imposed against the alleged perpetrator. Victims of sexual harassment will be provided with notification in writing of the final outcome of the disciplinary hearing, including those sanctions that directly relate to the harassed student (e.g., no contact order, suspension, expulsion, etc.). Please review the Student Code of Conduct for more information. It can be found at: Student Conduct | Oregon Tech (oit.edu).



Appeal Procedure

An appeal is a review of the record of the original hearing, not a new hearing. It serves as a procedural safeguard for the student. The burden of proof is on the appellant, who must show that one or more of the listed grounds for appeal has merit. A student or group will not appear before the review panel unless specifically requested to do so by the panel.

Appeal of Decisions Reached Through Hearing Proceedings

Any outcome decided by the Student Hearing Commission may be appealed to the University President by either the respondent or the complainant.

- 1. Students will be asked for their current address at the original hearing. A letter containing the hearing panel's decision will be mailed to this address by certified mail, delivered in person or sent electronically to the institutional email address within two working days following the hearing. Students may also pick up a copy of the decision at the Office of Student Affairs. Appeals must be submitted in writing to Office of Student Affairs by 5 p.m. within seven university working days of the original hearing. Failure to file an appeal within the prescribed time constitutes a waiver of any right to an appeal.
- 2. The appeal must cite at least one of the following Appeals Criteria as the reason for appeal and provide supporting argument(s) as to why an appeal should be granted on these grounds. Appeals grounds include the following:
 - a. The hearing was not conducted in conformity with prescribed procedures, and substantial prejudice to the complaint or the respondent resulted;
 - b. The evidence presented at the previous hearing does not support the finding that was made; that is, whether there were facts in the case that, if believed by the fact finder, were sufficient to support the Panel's findings;
 - c. New evidence that could substantially affect the outcome of the previous hearing has been discovered since that hearing. The evidence must not have been available at the time of the original hearing. Failure to present evidence that was available is not grounds for an appeal under this provision;
 - d. The sanction is not appropriate for the violation. This provision is intended to be utilized when a determined sanction is inherently inconsistent with university procedures. Simple dissatisfaction with a sanction is not grounds for overturning a sanction under this provision.
- 3. The President will review the record of the original hearing, including documentary evidence, and issue a finding as to the merits of the criteria cited as the reason for appeal.
 - a. If the appeals panel finds there is no merit to any of the grounds appealed, it will issue a finding as such.
 - b. If the appeals panel is presented with new evidence that could not have been presented at the original hearing, the matter may be remanded to the original hearing panel for a rehearing.
 - c. If the sanction is determined to be inappropriate for the violation, the appeals panel may recommend the sanction be modified by the vice president for student affairs and state the reasons for that recommendation.
- 4. If the President finds there is no merit to any of the submitted grounds for appeal, that decision shall be final. The final decision will be communicated in writing by Office of the President or the Office of Student Affairs to the complainant and the respondent. The decision will normally be communicated within ten university working days of receiving the written recommendation, but it may take longer during university recesses, in a complex case, or other reasonable circumstances.
- 5. If the President recommends modifying the outcome or the sanction, the final decision will be communicated in writing by the vice president for student affairs to the complainant and the respondent. The decision will normally be communicated within ten university working days of receiving the written recommendation, but it may take longer during university recesses, in a complex case, or other reasonable circumstances. The decision of the University President shall be final.



Other University Policies

Drug Free School and Workplace Programs

Oregon Tech complies with the provisions of the federal Drug Free Workplace Act of 1989 and the Drug Free School and Communities Act Amendments of 1990. University policies adopted to implement these federal requirements provide for the possibility of serious disciplinary action in the event of alcohol abuse or illicit drug use on campus or in connection with university functions, or for mandatory referral to approved rehabilitation, assistance programs. Copies of the university's policy statements are available online at www.oit.edu/hr (policy OIT-30-034).

Notice of Nondiscrimination

Oregon Institute of Technology does not discriminate on the basis of race, color, ethnicity, national origin, gender, disability, age, religion, marital status, sexual orientation or gender identity in its programs and activities. The following office is designated to handle inquiries and complaints regarding this non-discrimination policy: Human Resources, Oregon Tech, 3201 Campus Dr., Klamath Falls, OR 97601-8801; 541.885.1120; Fax 541.851.5200

Alcohol and Drug Policy

Oregon Tech participates in the "Drug Free Schools and Community Act" (Public Law 101-226, Sec. 22) and is committed to providing an environment that maximizes the potential for a drug and alcohol-free educational experience. Possession or consumption of alcoholic beverages on campus is prohibited. Furnishing alcoholic beverages to minors is prohibited on campus by state law and university policy.

The use, possession, sale, giving or exchanging of illegal drugs or controlled substances is prohibited on campus by state law and university policy. Persons violating these prohibitions are subject to discipline by the university, including possible suspension, expulsion and/or filing of criminal charges. The Integrated Student Health Center provides assessment and referral service to students and serves as an alcohol and drug abuse information and educational resource. These and other Oregon Tech policies can be found on the Oregon Tech Human Resources web page at http://www.oit.edu/faculty-staff/human-resources.

The Oregon Tech campus is designated as "Drug Free" campus. Enforcement of State and Federal drug laws are enforced by law enforcement agencies including the Clackamas County Sheriff's Office. Violators could be subject to university disciplinary action if they are affiliated with the university.

Firearms, Munitions and Explosives

Except as expressly authorized by law or university regulations, possession, use or threatening use of firearms, fireworks, ammunition, explosives, chemicals or any objects that may be used as a weapon are strictly prohibited on university property or at university sponsored or supervised activities. Concealed weapons are prohibited, even with an authorized permit. Certified law enforcement officers are the only individuals permitted to possess firearms while on campus.



Violence Against Women Act Legislation

On March 7, 2013, President Obama signed into law a bill that strengthened and reauthorized the Violence Against Women Act (VAWA), which affords additional rights to campus victims of sexual violence, dating violence, domestic violence and stalking. Included in the VAWA legislation were numerous amendments to the Clery Act requiring updates to policies and procedures and collection and reporting of statistics for sexual assaults, dating violence, domestic violence and stalking. As a result of the passage of VAWA, schools are now required to collect data and report statistics for the additional crimes of dating violence, domestic violence and stalking as well as additional hate/bias crime categories of gender identity, ethnicity and national origin.

Clery Crime Definitions and Terminology

Under the Clery Act, Oregon Tech annually distribute statistics in an annual report and submits statistics to the Department of Education, on the reported occurrences of the following offenses:

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

Negligent Manslaughter: The killing of another person through gross negligence.

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

Sex Offenses: Any sexual act directed against another person, without the consent of the victim, including instances where the victim is incapable of giving consent.

- **A.** Rape: The penetration, no matter how slight, of the vagina or anus with any body part or object, or oral penetration by a sex organ of another person, without the consent of the victim.
- **B.** 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 or physical incapacity.
- C. Date Rape Drug: Under Clery, the administration of a date rape drug in an unsuccessful attempt to incapacitate and sexually assault the victim, and investigation determines that the perpetrator's attempt was to commit a sex offense, is a sexual assault. Administration of a date rape drug in which intent cannot be proven is an Aggravated Assault.

Sex Offenses, Non-forcible: Unlawful, non-forcible sexual intercourse.

- A. Incest sexual intercourse between persons who are related to each other within the degrees wherein marriage is prohibited by law.
- B. Statutory Rape: sexual intercourse with a person who is under the statutory age of consent.

Domestic Violence

A. Federal Definition:

A felony or misdemeanor crime of violence committed-

- (i) By a current or former spouse or intimate partner of the victim
- (ii) By a person with whom the victim shares a child in common
- (iii) By a person who is cohabitating with or has cohabitated with the victim as a spouse or a partner
- (iv) By a person similarly situated to a spouse of the victim under the domestic violence laws of the jurisdiction in which the crime of violence occurred, or

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

Dating Violence (Federal Definition): Violence committed by a person who is or has been in a social relationship of a romantic or intimate nature with the victim. The existence of such a relationship shall be determined based on the reporting party's statement and with consideration of the length of the relationship, the type of relationship, and the frequency of interaction between the persons involved in the relationship.

Stalking - Federal Definition

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

Consent

One of the most important areas for someone to be aware of is the area of consent. It is the responsibility of the parties to both give and receive consent in a clear, concise and mutually understood manner. Consent, once given, can be revoked at any time. Once consent is withdrawn, the sexual activity must cease immediately, and all parties must obtain mutually expressed or clearly stated consent before continuing further sexual activity. Just because consent was given in the past, each new contact should clearly establish consent between everyone involved.

Evaluate and Communicate Your Intentions

Domestic Violence, Dating Violence, Stalking and Sexual Assault impact both women and men. Because the largest percentage of all university related rapes, dating violence and stalking are committed by acquaintances, it is important that you decide what you want to happen in intimate situations.

Both women and men should consider the following:

- Pay close attention to what is happening around you. Clearly communicate your desires, limits and intentions to your date, partner, or friend.
- Intercourse becomes rape when a person is under the influence of any intoxicating or controlled substance and is thereby prevented from resisting or consenting to the sexual contact. Be aware that alcohol and other drugs can impair your judgment; make you slow or unable to escape from a dangerous situation.
- Previous sexual contact, regardless of frequency, does not constitute consent for sexual activity in the present or future. A current or previous dating relationship does not constitute the basis for implied consent.



- Do not assume that sexual intercourse is permissible if a person is dressed in a certain way or is incapacitated and does not give consent.
- Being turned down for sexual activity is not necessarily a personal rejection. It should be accepted as "NO" means "NO."
- Assaultive behavior is never acceptable.

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

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

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

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

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

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

Drug Abuse Violations: Violations of state and local laws relating to the unlawful possession, sale, use, growing, manufacturing, and making of controlled substances.

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

(Crime definitions are from the Uniform Crime Reporting Handbook. Sex offense definitions are from the National Incident-Based Reporting System edition of the Uniform Crime Reporting Program).

Clery Act Hate/Bias Crimes

A hate crime is defined as any crime that manifests evidence that a victim was selected because of his/her actual or perceived race; gender; gender identity; religion; sexual orientation; ethnicity; national origin or disability. A hate crime is not a separate, distinct crime, but is the commission of a criminal offense which was motivated by the offender's bias. If the facts of the case indicate that the offender was motivated to commit the offense because of his/her bias against the victim's perceived race; gender; gender identity; religion; sexual orientation; ethnicity; national origin or disability, the crime is classified as a hate crime. For more information on the definition and classification of hate/bias crimes, see:

Bias: Bias is a preformed negative opinion or attitude toward a group of persons based on their race, gender, gender identity, religion, disability, sexual orientation, ethnicity or national origin.

Although there are many possible categories of bias, under Clery, only the following eight categories are reported:



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

Gender: A preformed negative opinion or attitude toward a group of persons because those persons are male or female.

Gender 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.

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 person or group of persons based on their actual or perceived sexual orientation.

Ethnicity: A preformed negative opinion or attitude toward a group of people whose members identify with each other, through a 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 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 persons of the same race or national origin who share common or similar traits, languages, customs and/or traditions.

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

Other Crime Definitions

Oregon Tech is required to report statistics for hate/bias crimes by the type of bias for the prior listed offenses as well as the crimes of larceny, simple assault, intimidation and vandalism. The below listed crimes are not Clery reportable crimes unless the crime was motivated by 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 upon another where neither the offender displays a weapon, nor the victim suffers obvious severe or aggravated bodily injury involving apparent broken bones, loss of teeth, possible internal injury, severe laceration, or loss of consciousness.

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

Destruction/Damage/Vandalism of Property (Except "Arson"): To willfully or maliciously destroy, injure, disfigure, or deface any public or private property, real or personal, without the consent of the owner or person having custody or control by cutting, tearing, breaking, marking, painting, drawing, covering with filth, or any other such means as may be specified by local law.

If a hate crime occurs during an incident involving larceny, simple assault, intimidation or vandalism, Clery law requires that the statistic be reported as a hate crime even though these four crime classifications by themselves are not Clery-reportable crimes.



A hate crime is not a separate, distinct crime, but is the commission of a criminal offense which was motivated by the offender's bias. If the facts of the case indicate that the offender was motivated to commit the offense because of his/her bias against the victim's race, religion, ethnicity, national origin, gender, gender identity, sexual orientation, or disability, the crime is classified as a hate crime.

Driving under the Influence of Intoxicants is not reportable because it is a driving crime and not a liquor crime unless the driver is also a minor or the means of intoxication is an illegal drug.

Sexual Harassment: Sexual harassment is unwelcomed conduct of a sexual nature. Oregon Tech is committed to providing a respectful environment for all its members. Sexual harassment of students, faculty or staff by other members of the university community is prohibited and will not be tolerated.

Sexual harassment is a violation of Federal Law (Titles VII and IX) and the Oregon University Administrative Rule 580-015-0015 along with Oregon Administrative Rule 578-12-0010(1)(2) prohibiting any form of discrimination. Sexual harassment is a prohibited act normally resulting in disciplinary proceedings against the perpetrator. Unwanted sexual activity by persons abusing positions of economic, supervisory or academic power is undesirable and oppressive. Sexual harassment is also sex discrimination which is against the law and administrative rules.

If you believe you are being or have been sexually harassed, please contact the Title IX and Diversity Office. Oregon Tech's Title IX Coordinator is Dr. Jennifer Wilson. She is available at 541.885.0182. Dr. Wilson will also deal with all harassment matters directly and confidentially. Complaints are handled in accordance with Oregon Tech Policy 21-25; retaliation also is prohibited.

Campus Security Authorities

Oregon Tech encourages the campus community to immediately report crimes or suspicious activity to help maintain a safe environment for students, faculty, staff and visitors.

Pursuant to the Clery Act, the university is required to compile and publish crime statistics in an Annual Security and Fire Safety Report. As part of this obligation, members of the university's community who are considered to be Campus Security Authorities are required to report crimes for inclusion as statistics in the university's annual report.

Who Are Campus Security Authorities

Campus Security Authority is a Clery specific term that encompasses certain departments, groups and individual Oregon Tech employees who have a duty to report crimes they become aware of, as defined by the Clery Act. The law defines a Campus Security Authority as "an official of an institution who has significant responsibility for student and campus activities, including, but not limited to, student housing, student discipline and campus judicial proceedings."

Examples of Campus Security Authorities:

Police and security departments (Campus Safety)
Deans and directors
Title IX coordinatorsOffice of the Dean of Students
Athletics team coaches
University housing staff
Faculty and staff advisors to student organizations

Campus Security Authorities may also be identified by job function; that is any employee who, by virtue of their job function, has significant responsibility for assisting students or campus activities. Examples would be student advisors or formal or informal student mentors.



The Clery Act requires that Campus Security Authorities be identified, notified and trained.

Campus Security Authorities who have been identified by job title receive annual notification and training and are asked to forward the training to anyone within their department who they believe meets the Clery definition of a Campus Security Authority by job function. A listing of all Campus Safety Authorities is maintained by Campus Safety. If you believe that you may qualify as a Campus Security Authority and have not received notification or training, please contact the Executive Director of REMS at 541.885.1225

The Role of a Campus Security Authority

Campus Security Authorities should not investigate crimes or attempt to determine whether in fact a crime occurred. Rather, a Campus Security Authority's obligation is to simply report the information that they have as soon as possible. To better assist a Campus Security Authority with determining what they are required to report, the following offenses that occur on campus, or non-campus buildings or property owned or controlled by the university, and public property within or immediately adjacent to campus are required to be reported:

- Murder
- Manslaughter
- Sexual Assault
- Robbery
- Aggravated Assault
- Burglary
- Vehicle Theft
- Arson
- Dating Violence
- Domestic Violence
- Stalking
- Hate/Bias Crimes

If You Are Sexually Assaulted

Employees and Students

Remember that you are not to blame; no one deserves to be sexually assaulted. If you are a victim of sexual assault, you can contact one of the following offices:

- The Vice President for Student Affairs dial 541.885.1011.
- The Integrated Student Health Center dial 541.885.1800.
- The Clackamas County Sheriff's Office/Wilsonville Police Department dial 503.655.8211 (contact 911 for emergencies)
- Campus Safety dial 541.891.2143.
- Title IX Coordinator at 541.885.0182

If you are a victim of sexual assault, consider the following:

- Talk to someone you trust about the incident a good friend, a family member, and/or a member of the university community. Talking to someone can help clarify your options.
- Do not wash, shower, douche, change, destroy or clean the clothes you wore during the
 assault. These provide vital evidence should you later decide to prosecute. Place items for
 evidence in a paper bag, not a plastic bag.
- Contacting the police department does not mean a student must press charges. Ask about filing an informational (informal) report, which provides a record of the incident if a student later decide to file charges



Whether or not criminal charges are filed, a campus administrative investigation will be conducted and handled through Student Affairs if the incident is officially reported to the university. Integrated Student Health Center staff are confidential reporters and will not disclose a report to the university. Campus sanctions can be imposed regardless of the criminal investigation.

Rape Evidence Collection Examination

A rape exam provides essential treatment for exposure to sexually transmitted diseases and pregnancy. It also collects evidence to be used against your assailant should pressing charges should be the desired course of action. Campus Safety can assist in reporting to the Clackamas County Sheriff's Office if needed. In most cases, DNA evidence needs to be collected within 72 hours in order to be analyzed by a crime lab—but a sexual assault forensic exam can reveal other forms of evidence beyond this time frame that can be useful if you decide to report. The examination will be conducted at a medical facility by a certified Sexual Assault Nurse Examiner (S.A.N.E.). Please refer to the following website for more information on sexual assault exams/rape kits: https://www.rainn.org/get-information/sexual-assault-recovery/rape-kit

General Medical Attention

You can receive medical attention from the following:

- Multnomah County Walk-in Clinic 2415 SE 43rd Ave, Portland, OR. Open 7 am to 10:30 pm, seven days a week. https://web.multco.us/mhas/mental-health-crisis-intervention
- Geneva Health Center & Urgent Care In Wilsonville. Provides both primary care and urgent care walk-in appointments. Phone: 503-685-9165. The center is open M-F 9:00am-7:00p,m and 10:00am-4:00pm weekends https://urgentcarelist.com/provider/geneva-health-center-urgent-care-wilsonville-or-97070

For Immediate Counseling

- Portland Metro Campus Mental Health Counseling is provided the Integrated Student Health Center. They are available at 503.821.1319
- The Clackamas Crisis and Support Line is also available for advocacy and consultation. The 24-hour hotline is 503.655.8585 (ask to speak to a crisis counselor).
- The Multnomah County Crisis Line is 503.988-4888
- The Washington County Crisis Line is 503.291.9111
- The RAINN (Rape, Abuse and Incest National Network) is 1.800.656.HOPE (4673) or www.rainn.org.
- The US government website on sexual assault at http://changingourcampus.org/about-us/not-alone
- Dial 988 for the 988 Suicide and Crisis Lifeline. Check out their website at: https://988lifeline.org

Additional Reporting Information

- Oregon Tech takes sexual and relationship violence very seriously. Another option for reporting crimes of sexual and dating violence is by completing an Anonymous Report Form for sexual or relationship violence. It is available online through Student Affairs at https://www.oit.edu/sites/default/files/2020/documents/anonymous-report%281%29.pdf. Once the form is filled out, it can be placed in an envelope and mailed or delivered to either the Student Affairs or the Integrated Student Health Center.
- The form includes addresses for both locations. If the survivor wishes for the crime to be recorded in university statistics, a section on the report form will need to be completed. All details are on the anonymous reporting form. Filling out the available form does not constitute a police report or a student conduct report. Please read the entire Sexual Assault portion of this annual report for more information on reporting a sexual crime to authorities.
- If you are sexually harassed, assaulted, or a victim of sexual violence, you can also contact the Title IX Coordinator at 541.885.0182. (https://www.oit.edu/title-ix)



Campus Sex Crimes Prevention Act and Sex Offender Registration

The federal Campus Sex Crimes Prevention Act of 2000 (CSCPA), amends the Jacob Wetterling Crimes Against Children and Sexually Violent Offender Registration Act. CSCPA provides special requirements relating to registration and community notification for sex offenders who are enrolled in or work at institution of higher education. In addition to the Wetterling Act, CSCPA also amended the Clery Act, an annual crime-reporting law, and the Family Educational Rights and Privacy Act of 1974 (FERPA) to allow the disclosure of this information regarding students. As provided in the Wetterling Act, any person required to register under a state sex-offender program must notify the state regarding each institution of higher education in that state at which the person is employed, carries on a vocation, or is a student. They also must alert the state of any change in enrollment or employment status. The act also amends the Jeanne Clery Disclosure of Campus Security Policy and Campus Crime Statistics Act to require institutions of higher education to issue a statement, in addition to other disclosures required under that act, to advise the campus community where to obtain law enforcement agency information provided by a state concerning registered sex offenders. Under state law, sex-offender information may be obtained through local law enforcement agencies and the Oregon State Police and requestors may access this information using a variety of search criteria, such as name, address, ZIP code, or county. For the state of Oregon sex offender requirements and other sex offender information see the following web site: https://www.oregon.gov/osp/programs/SOR/Pages/offenderinformation.aspx.

Health Professional Reporting of Crimes and Annual Crime Statistics

The Integrated Student Health Center is comprised of staff that provides professional counseling and psychological services to students. For the purposes of supporting a student victim of a crime, staff will encourage and assist their client with how to report a crime to Campus Safety or local police agencies. This reporting will be done on a voluntary or confidential basis, should the health professional feel it is in the best interest of the client. There is also an option for the health professional to anonymously capture crime statistics disclosed confidentially during a given session.

Campus Safety Activity Report - Portland Metro Campus

Offense Type	2023		2	2022	2021	
	Campus	Non-Campus	Campus	Non-Campus	Campus	Non-Campus
Murder/non-negligent manslaughter	0	0	0	0	0	0
Negligent manslaughter	0	0	0	0	0	0
Sex Offenses						
Rape	0	0	0	0	0	0
Statutory Rape	0	0	0	0	0	0
Incest	0	0	0	0	0	0
Fondling	0	0	0	0	0	0
Sexual harassment *	0	0	0	0	0	0
Dating violence	0	0	0	0	0	0
Domestic violence	0	0	0	0	0	0
Stalking	0	0	0	0	0	0
Aggravated assault	0	0	0	0	0	0
Assault	0	0	0	0	0	0
Arson	0	0	0	0	0	0
Robbery	0	0	0	0	0	0



Burglary	0	0	0	0	0	0
Motor vehicle theft	0	0	0	0	0	1
Theft*	0	1	0	7	0	3
Criminal mischief*	0	1	0	0	0	2
Criminal trespass*	0	0	0	0	0	0
Disorderly conduct*	0	0	0	0	0	0
Hate Crimes #						
Murder/Non-negligent manslaughter	0	0	0	0	0	0
Robbery	0	0	0	0	0	0
Aggravated assault	0	0	0	0	0	0
Burglary	0	0	0	0	0	0
Motor vehicle theft	0	0	0	0	0	0
Arson	0	0	0	0	0	0
Theft	0	0	0	0	0	0
Simple Assault	0	0	0	0	0	0
Intimidation	0	0	0	0	0	0
Destruction/Damage/ Vandalism of Property	0	0	0	0	0	0

Campus Safety Activity Report - Portland Metro Campus

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Offense Type	2	2023		2022		21
	Campus	Non-Campus	Campus	Non-Campus	Campus	Non-Campus
Disciplinary Actions or Arrests						
Liquor Law Violations	0+/0**	0+/0**	0+/0**	0+/0**	0+/0**	0+/0**
Drug violations	0+/0**	0+/0**	0+/0**	0+/0**	0+/0**	0+/0**
Weapons possession	0+/0**	0+/0**	0+/0**	0+/0**	0+/0**	0+/0**

^{*} Denotes statistics not required by law + Referrals ** Arrests for drug/liquor law violations



Campus Fire Safety Act

Fire Safety Report

Fire safety statistics are provided in compliance with the Higher Education Opportunity Act of 2008 which requires the reporting of fire safety information relating to on campus student housing facilities. The Portland Metro Campus does not have on-campus student housing facilities that are owned or controlled by Oregon Tech.

