



## ANNUAL FIRE AND SECURITY REPORT

2012

## **INTRODUCTION AND PURPOSE**

In 1998, the federal government passed the Jeanne Clery Disclosure of Campus Security Policy and Campus Crime Statistics Act, or the Clery Act. This law requires colleges and universities receiving federal funding to publish an annual report disclosing campus security policies and three years of selected crime and fire statistics, to make timely warnings to the campus community about crimes that pose an ongoing threat to students and employees, and to post a public crime log.

The Corban University main campus is located in the City of Salem, Oregon. Corban's School of Ministry is located in Tacoma, Washington. The 2012 Annual Campus Security and Fire Safety Report details important efforts to prepare for, provide and enhance the safety needs of the community. The following report meets federal requirements for annual reporting of incidents on campus, including the Higher Education Opportunity Act of 2008 related to the Jeanne Clery Act, emergency notification and fire safety reporting.

The purpose of the Clery Act is to provide students, families and employees with accurate, complete and timely information about campus safety so that they can make informed decisions. Corban University publishes the Annual Campus Security and Fire Safety Report in compliance with the Clery Act, and also offers it as a resource guide, directing readers to campus safety and security services and providing crime prevention and personal safety guidance and strategies.

This report also includes information and policy statements regarding campus security and safety, for example, crime prevention, security awareness, fire safety, alcohol and substance abuse, sexual assault, procedures for reporting a crime and emergency and evacuation procedures, as well as other matters of importance to the campus community.

### **PREPERATION OF REPORT**

The Annual Campus Security and Fire Safety Report is published on the Corban University Campus Safety web site annually. This year's report reflects crime and fire statistics that were reported in 2010, 2011 and 2012. Statistics for the current calendar year will appear in the report for the following year. The Annual Campus Security and Fire Safety Report is published in compliance with the Jeanne Clery Disclosure of Campus Security Policy and Crime Statistics Act.

Crime statistics include certain categories of crimes and arrests required for disclosure under the act which occurred on campus, in campus buildings, non-campus buildings and properties owned or controlled by the Corban University and on public properties immediately adjacent to and accessible from the Corban University's campuses.

Campus crime and arrests include those reported to campus security authorities and law enforcement authorities in whose jurisdiction Corban University's properties reside. The Office of Campus Safety discloses all incidents reported to the office that fall into any of the required reporting classifications as a statistic in the annual report. Fire statistics, provided by the Campus Care are those which occur in student residential facilities.

## **CAMPUS SECURITY AUTHORITY**

The law defines “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.” An example would be a dean of students who oversees student housing, a student center, or student extra-curricular activities and has significant responsibility for student and campus activities. Similarly, a director of athletics, team coach, and faculty advisor to a student group also have significant responsibility for student and campus activities. A single teaching faculty member is unlikely to have significant responsibility for student and campus activities, except when serving as an advisor to a student group. Clerical staff, as well, are unlikely to have significant responsibility for student and campus activities.

## **CLERY REPORTABLE OFFENSES**

The criminal offenses for which we are required to disclose statistics are murder/non-negligent manslaughter, negligent manslaughter, sex offenses (forcible and non-forcible), robbery, aggravated assault, burglary, motor vehicle theft, arson, liquor law violations, drug abuse violations and weapons: carrying, possessing, etc. We are also required to report statistics for bias-related (hate) crimes for the following offenses: murder/non-negligent manslaughter, sex offenses (forcible and non-forcible), robbery, aggravated assault, burglary, motor vehicle theft, arson, larceny-theft, vandalism, intimidation, simple assault, and damage/destruction/vandalism of property.

## **CLERY COORDINATOR**

The Corban University Clery Coordinator is the Director of Campus Safety who is responsible for collecting and compiling crime and fire statistics and for publishing the report. In addition to crime and fire statistics, program and policy statements are included in this report.

## **NOTIFICATION PROCESS**

By October 1 of each year, all Corban employees and enrolled students receive an e-mail notification regarding the content and availability of the Annual Campus Security and Fire Safety Report. The e-mail provides information regarding how to access the report. Prospective students who do not fall into the above category receive the notification during introduction.

## **CAMPUS SAFETY A COLABORATIVE RESPONSIBILITY**

Corban University is committed to the safety and welfare of all campus members and visitors. The Office of Campus Safety is constantly evolving to meet the highest standards of crime prevention, emergency response, disaster preparedness, victim support, and information sharing. Corban University has a leading edge threat assessment team, well trained Campus Safety officers, enthusiastic administrative support, strong relationships with local law enforcement, and a caring, campus-wide approach to keeping people safe and secure. Our community-oriented approach fully engages our campus community in identifying and addressing problems through a collaborative process. It is the responsibility of each person to contribute to the safety of the entire community by taking action when necessary to prevent crime, particularly crimes of violence. Campus safety and security is a shared responsibility, which takes a team effort to be effective.

## **CAMPUS SAFETY RESPONSE**

Campus Safety provides security services 24 hours a day, seven days a week. Services include emergency response; campus patrol; incident reporting; safety related communication, safety escorts after dark; facility access; building checks ensuring they are locked after hours; responding to trespassers on University property; and assisting with any safety-related incident on campus. Officers are equipped with a phone so they can be reached in an emergency, as well as call 911 for emergency assistance.

### **CORBAN MAIN CAMPUS**

5000 Deer Park Drive SE, Salem, OR 97317

To report a life-threatening emergency on or off campus, call 9-1-1.

To report a non-life-threatening emergency or a crime in progress on campus, contact (503)510-6430.

### **CORBAN SCHOOL OF MINISTRY**

4301 N Stevens Street, Tacoma, WA 98407

To report a life-threatening emergency on or off campus, call 9-1-1.

To report a non-life-threatening emergency or a crime in progress on campus, contact (253) 759-6104.

### **RESIDENCE LIFE, CALL 503-375-7010 MONDAY TO FRIDAY, BUSINESS HOURS**

Additionally, Residence Life has a Resident Assistant (RA) on call every evening and on weekends. On call RA can be reached at 503-877-4206.

### **LOCAL POLICE, 24 HOURS A DAY EMERGENCY SERVICES**

- Salem Police Department can be reached for non-emergency services at 503-588-6123.
- For emergencies, appropriate police, fire and medical assistance will be sent by calling 911.

## **EMERGENCY NOTIFICATION AND TIMELY WARNING**

Some emergency situations may require University officials to notify the entire Corban community of information and/ or instructions in the most expedient manner possible. Emergency notification will be initiated by the Director of Campus Safety, the Director of Campus Care, or the Director of Information Services. When Clery Act crimes, or other incidents that represent a serious or continuing threat to person, property or campus safety, occur near Corban property, notification is sent out to ensure that the campus community is notified in a timely manner by distributing timely warnings.

The primary means of emergency notification for Corban University consists one or all of the following:

These are three (3) pre-arranged signals that will alert the campus of an emergency situation, these are:

Audible siren or alarm. This is a signal to immediately move to a secure location and turn on your cell phone, check messages, or check email for important safety instructions. It may indicate a number of scenarios, so get to safety and try to access emergency information.

Blackboard CONNECT messages. Some incidents may be communicated to the Corban community via our mass notification system. Follow all emergency instructions. If you haven't registered for CONNECT messages please do so by going to this page: <http://www.corban.edu/safety/emergency-notification>

Reader boards. Updated electronic reader boards are positioned in Schimmel Hall, the dining hall, and in the gym. This information is the same as the Blackboard Connect info.

In addition to the above strategies, the following communication procedures will be initiated as necessary:

- Emergency Alert on University website
- Information released to local media outlets
- Couriers or messengers
- Written information updates and posted safety messages

If you receive an alert, immediately move to a secure location and turn on your cell phone, check messages, or check email for important safety instructions. Anyone with information warranting a timely warning should report the circumstances to the Campus Safety Office at 503-510-6430.

### **VOLUNTARY CONFIDENTIAL REPORTING**

If you are the victim of a crime and do not want to pursue action within the University system or the criminal justice system, you should still consider making a confidential report. With your permission, Campus Safety or VP for Student Life (or his/her designee) can file a report on the details of the incident without revealing your identity. The purpose of a confidential report is to comply with your wish to keep the matter confidential, while taking steps to ensure the future safety of yourself and others. With such information, the University can keep accurate records of the number of incidents involving students, determine where there is a pattern of crime with regard to a particular location, method, or assailant, and alert the campus community to potential danger. Reports filed in this manner are counted and disclosed in the annual crimes statistics for the institution.

### **SECURITY AND ACCESS TO CAMPUS FACILITIES**

During business hours, the University (excluding certain residence halls) will be open to students, parents, employees, contractors, guests, and invitees. During nonbusiness hours access to all University facilities is by key or proximity card, if issued.

Residence halls are monitored 24 hours a day. Campus Safety and Residence Life Staff patrol and respond to security, safety, and livability issues. The Campus Care Office maintains buildings and grounds with a concern for safety. Overnight guests register with the Area Residence Coordinator and are asked to abide by Corban University's policies outlined in the Student Handbook while visiting the University. The University will test emergency response and evacuation across campus through unannounced annual drills. Emergency response and evacuation procedures are outline in the Corban University Emergency Response Plan.

Over extended breaks, the doors of all halls will be secured 24/7. Some facilities may have individual hours, which may vary at different times of the year. Examples are the Library and Shimmel Hall. In these cases, facilities will be secured according to schedules developed by the department responsible for the facility. Emergencies may necessitate changes or alterations to any posted schedules.

## **FEDERAL CAMPUS CRIME AWARENESS AND CAMPUS SECURITY ACT**

This report and summary of policies have been provided in an effort to comply with the Jeanne Clery Disclosure of Campus Security Policy and Campus Crime Statistics Act (1990; last amended 1998) and the Drug-Free School and Communities Act Amendments of 1989 (PL 101-226). Information is reviewed and updated annually. If you have information you want included or have questions, comments or remarks, please contact the Director of Campus Safety at 503-589-8152.

### **AUTHORITY OF CAMPUS SAFETY OFFICE**

Within the parameters of local, state, and federal law and Corban's policies and regulations Campus Safety office has authority to apprehend and arrest anyone actively involved in illegal acts on University Property. Campus Safety also enforces and investigates violation of University policy. If minor offenses involving University rules and regulations are committed by a University student, Campus Safety may refer the individual to Student Life for review and further action.

Major offenses such as rape, murder, aggravated assault, robbery, auto theft or crimes that are not in progress are reported to the Salem Police Department who investigate these crimes. The prosecution of all criminal offenses, both felony and misdemeanor, are conducted at either Salem Municipal, Marion County Circuit, or Federal Court. Students and staff must cooperate with officers investigating a crime. Campus Safety officers maintain a professional working relationship with the Salem Police Department.

Students and staff are urged to promptly contact Campus Safety at 503-510-6430 regarding a crime or suspicious activity on campus. Failure to do so will compromise the safety and safety of the campus community and perhaps the community at large.

### **ALCOHOL, TOBACCO AND CONTROLLED SUBSTANCES POLICY**

Since Scripture admonishes us to refrain from harmful practices, Corban students may not use, possess, manufacture, distribute, or disperse tobacco (including chewing tobacco), alcoholic beverages, or illegal drugs while associated with the University (1 Corinthians 6:19-20, 10:31, Proverbs 20:1). The University may refuse admission to applicants who evidence difficulties in these areas. Current students who exhibit such problems may be asked to submit to (and pay for) testing, searches, counseling and/or disciplinary action which could include dismissal from the University. Corban is in compliance with federal drug-free campus and workplace legislation. Promotion, distribution, sale, possession, use of alcohol, tobacco or controlled substances, or misuse of prescription medications, on campus or at University-sponsored events is prohibited. Intoxication on campus or at University sponsored events is prohibited.

University standards do not allow alcoholic beverages, including empty alcohol containers, on campus. Any incident in which a student is found to be in possession of alcohol will be documented as a policy violation. All alcohol and items containing alcohol will be disposed of and/or confiscated by University officials (i.e., Resident Assistants and Campus Safety) or referred to Salem Police Department.

Use or possession of alcohol by students off campus is subject to local laws and University disciplinary rules. Undesirable behavior resulting from on or off-campus use of alcohol is subject to University disciplinary rules.

No alcohol, drug related, or similarly offensive posters, stickers, caps, lights, etc. may be displayed in residence hall windows or on the outside of doors. Persons who host or in any way assist or promote a

gathering (on or off campus) that includes alcohol given to students or underage persons, underage consumption of alcohol, illegal drug use, or any drunkenness will be subject to disciplinary action. Those living at the location where the party is held may be held responsible as the host regardless of who provides the alcohol/drugs.

The use, possession, or trafficking of non-prescription amphetamines and barbiturates, narcotics, LSD, marijuana and/or other hallucinogenic agents is a violation of state and federal laws. The possession, usage and/or trafficking of any of the above agents is in violation of the policies of Corban University and can result in suspension, dismissal or expulsion from the University. All drugs will be confiscated and/or destroyed.

Possession of drug-related paraphernalia is considered a violation of this policy and, will be confiscated and destroyed. Other sanctions may also be imposed at Corban University's discretion. Additionally, being under the influence of illicit drugs is considered a violation of this policy.

### **POLICY VIOLATION DISCIPLINARY SANCTIONS**

Possible disciplinary sanctions include the following: Warnings or Fines: Warnings or fines are given when it is necessary to remind students of their commitment to community standards of the University. Students whose attitude and actions continue to be inconsistent with community expectations may face more stringent disciplinary measures.

#### **COMMUNITY SERVICE**

Community service provides opportunities for students to get a better understanding of why their behavior is inconsistent with University standards. This may be accomplished through work, research, and/or reflection assignments.

#### **ACCOUNTABILITY CONTRACTS (ACS)**

ACs are disciplinary contracts and last for a period of at least ten weeks. ACs are the lowest level of disciplinary contracts. Mentoring is conducted by a mutually agreed upon adult and contract stipulations are moderately negotiable. Copies of the contract are provided to various campus personnel which could include the student's mentor, academic advisor, resident director, and athletic director, and a copy is placed in the student's permanent file. Failure to comply may result in a Citizenship Probation Contract but can also result in a suspension or a recommendation for dismissal if the violation is significant.

#### **CITIZENSHIP PROBATION CONTRACTS (CPS)**

CPs are disciplinary contracts and generally last for one full semester. CPs are applied when behavioral violations are repetitive or of a serious nature. Mentoring is conducted by an adult selected by the Student Life office and contract stipulations are mandated. Copies of the contract are provided to various campus personnel which could include the student's mentor, academic advisor, resident director, athletic director, and director of campus safety, and a copy is placed in the student's permanent file. Failure to comply is likely to result in suspension or a recommendation for dismissal.

#### **SUSPENSION**

In rare cases a serious breach of University standards may result in a temporary suspension from the campus and classroom. During the suspension period, the student may not live in campus housing, may not attend class, may not be on campus, and may not take advantage of campus facilities or activities. All absences from class during the suspension period will be unexcused.

## **DISMISSAL**

When a student violates University regulations, it is sometimes necessary to recommend dismissal. Recommendations for dismissal are presented to the Dismissal Committee for consideration. A student who is convicted of a crime, is uncooperative, or evidences a spirit unsympathetic with the standards and ideals of the University is viewed by the Corban family as one who is choosing not to be here. A dismissal may also result from actions that are viewed as having a harmful or negative influence upon other students or upon the testimony of the University. A student who is dismissed will not normally be permitted to remain in University housing, attend classes or any University function, and may receive the grade of F in all coursework. As a general rule, tuition and housing refunds will not be granted upon dismissal. Students who are dismissed must leave the campus within 24 hours after notification of dismissal and take all of their personal belongings with them. Dismissed students are not normally allowed to visit the campus or use any campus facilities for a designated period of time after the dismissal date.

## **STUDENT WELL BEING**

Corban is a private university, and despite our desire to welcome members of the community to our campus, we must put the safety of the University's students and employees above all else. It is important for students to recognize that the presence of uninvited individuals on campus presents a potential safety risk. Therefore, we ask all students, faculty, and staff to report any strange or suspicious activities to security personnel, Campus Care, or the Office of Student Life, or if necessary, to the local city police department. Please do not invite strangers or people you do not know well to campus. All visitors must be accompanied while on campus or must obtain a guest pass.

## **COUNSELING SERVICES**

BALYO DORMITORY, 1<sup>ST</sup> FLOOR, 503-375-7010 OR ON CAMPUS EXT. 2184

Counseling services are available to assist you in problem-solving and personal growth. Individual counseling can help you make important decisions, gain insight into your personal qualities, and learn to cope more effectively with the demands and difficulties of university life. Short-term on-campus counseling services are provided at no cost to you. If appropriate you may be referred to an off-campus counselor or agency for psychological tests or further consultation at your own expense. Information for setting appointments is available in the Office of Student Life.

## **CRISIS INTERVENTION POLICY**

The purpose of the policy is to provide procedures for assisting students involved in personal crisis. A crisis can be defined as a period of psychological disequilibrium or a physical disorder resulting from a dangerous or overwhelming event or situation. A crisis situation creates problems that cannot be remedied using familiar coping strategies. Sometimes it can be handled by a general referral to Corban's Health or Counseling Services.

At other times, the crisis requires more immediate intervention to prevent serious psychological or physical consequences. Corban University desires to help students whose problems or circumstances are interfering with their ability to function as students or who present a danger to themselves or others. While we are not prepared to provide long term help to these students, it is our desire to help them through immediate crises and to insure that adequate care is arranged.



The Office of Student Life should be contacted for advice and consultation about students in crisis. This is especially important and necessary if the student is an on-campus resident. It is the general practice of Corban University to maintain strict confidentiality concerning individual students in crisis, unless specifically authorized by the student. However, confidentiality may be breached in instances where the student presents a clear and present danger to self or to others.

### **SERVICES PROVIDED**

Corban University will provide crisis intervention services on a short term basis to insure the psychological or physical wellbeing of the student in crisis. However, if long term treatment or therapy is needed for resolution of the problem or circumstances, the student will most often be referred to appropriate help in the community for psychological examinations, psychological tests, or further consultation.

The evaluation will be at the student's expense and should include counseling recommendations, diagnosis with services needed, etc. If the evaluation indicates the student is able to function in the University environment (i.e., take medication as prescribed, regularly attend class and chapel, safely reside in the residence hall, and physically take care of themselves), he or she will be allowed to continue as a student and reside in campus housing. If the evaluation indicates a permanent or temporary disability, the Director of Student Support will work to provide reasonable accommodations. In instances where counseling is required, regular progress reports and confirmation of counseling appointments may be required.

In some extreme instances (i.e., student is determined to be a danger to self or others, is suicidal and needs constant observation, or is physically unable to function), it may be necessary to ask the student in crisis to leave the institution. There may be some instances, however, in which students may be required to leave the University against their will. In these instances, both the rights of the students, and the responsibilities of the University will be taken into consideration. Every effort will be made to insure that students who leave are going to a setting where recovery can take place. Students leaving under these circumstances, who seek readmission, will be required to present evidence that their crisis has been resolved and they are able to function appropriately in the campus community.

Policy/Procedure Exceptions: While the University must preserve the integrity of its policies and procedures, it may be necessary to waive them to help a student in crisis. Examples include, but are not limited to course drop policies, course attendance policies, tuition refund policies, withdrawal and readmission policies, and others. Exceptions will be made on a case by case basis and the student life staff members will work with the appropriate administrator.

### **VIOLENT-ACT POLICY**

The safety and security of employees and students is of the utmost importance to the University. Threats, threatening behavior, or acts of violence against any person, or destruction of property by anyone on University property will not be tolerated (Matthew 22:37-39, Proverbs 3:31) Any person who makes threats, exhibits threatening behavior, or engages in violent action on University property may be removed from the premises as quickly as safety permits. If the level of threat is unclear, the threat assessment team will assemble to help determine the appropriate course of action. If removed,

restrictions regarding campus use may be imposed, pending the outcome of an investigation. Corban's response to incidents of violence may include, but is not limited to, disciplinary action; suspension or termination of employment, enrollment, or business relationship; reassignment of job duties; or criminal prosecution of those involved. Appropriate discipline cannot be determined in advance and any acts will be evaluated on the existing circumstances for decisive and appropriate action.

All employees and students are expected to take appropriate action or make decisions that may prevent a threat from being carried out, a violent act from occurring, or a life-threatening situation from developing.

All University personnel (employees and/or students) are responsible for notifying a supervisor or Campus Safety Officer of any threats they have witnessed, received, or been told that another person has witnessed or received.

Employees or students who obtain a restraining order that lists the University as a protected area must provide the Chief of Security with a copy of the petition used to seek the order and a copy of any temporary or permanent protective order that is granted. Corban has confidentiality procedures that recognize and respect the privacy of the reporting employee or student.

## **WEAPONS**

All local, state, and federal laws pertaining to weapons, explosives, and fireworks apply to student, staff, faculty, and visitors to Corban University. In addition, the following policies and regulations are in place at Corban:

1. Possession of a firearm, whether loaded, unloaded, replica, toys or real, is prohibited on campus. Requests for the use of replica items during informational or dramatic presentations must be approved, in writing, in advance by the Director of Campus Safety.
2. Possession of BB guns, pellet guns, Air-soft guns, paintball guns, Simunition guns, crossbows, bows, blowguns, potato guns, or other devices designed to fire, or otherwise launch, a projectile or chemical is prohibited on campus.
3. Folding knives with a blade no longer than four inches are permitted on campus within the parameters of all applicable local, state, and federal laws. All other edged weapons are prohibited on campus.
4. The possession and/or use of explosives, fireworks, dry ice, or other elements used in the manufacture of explosive devices are prohibited.
5. The possession and or carrying of less lethal self-defense items such as chemical agents ("mace" or "OC"), electronic discharge weapons (Tasers, stun guns), etc. is strictly prohibited without the written approval of the Director of Campus Safety.

Failure to abide by these policies may result in immediate criminal or civil, charges and/or sanctions or dismissal from the University. For questions regarding these policies, call 503-589-8152.

## **HAZING AND PRANKS**

You are encouraged to have fun and to enjoy your time on campus. To ensure a good time for everyone, hazing and pranks which go beyond good-natured fun or which harm, or have the potential to harm, individuals or personal or University property are not acceptable. Do not tamper with other people's possessions.

## RESIDENCE LIFE HEALTH AND SAFETY

### DOORS AND LOCKS

It is a serious infraction of security to tamper with any door to keep it from shutting or locking. Jeopardizing the security of any resident is a serious offense. This includes leaving a door propped open for exit and re-entry. Therefore, tampering with doors or locks is prohibited. Violations of this rule will result in a fine and potential disciplinary action.

### KEYS

The security of individual student rooms is the responsibility of resident students. We encourage you to keep your room door locked whenever you are out of the room or sleeping. If you lose your keys, notify your RA or RD immediately. You assume financial responsibility for key replacement.

### CLOSED AREAS

Because of health, safety, and maintenance concerns, there are certain areas of the residence hall which are off-limits to students. Rooftops, outside ledges, and fire escapes (other than in case of fire) are not open areas. For the safety of pedestrians and the appearance of the grounds surrounding the residence halls, nothing is to be thrown to or from residence hall windows or roofs. Throwing objects inside the buildings is also prohibited.

### SALES AND SOLICITATION

For the protection and privacy of students and to prevent the interruption of studies, solicitation on University property is prohibited without permission of a Resident Director or the Director of Residence Life. If you encounter a solicitor or salesperson, please report it to an RA or RD immediately. All deliveries must be made to the lobby area.

## SEX OFFENDER REGISTRATION

In accordance to the "Campus Sex Crimes Prevention Act" of 2000, which amends the Jacob Wetterling Crimes Against Children and Sexually Violent Offender Registration Act, the *Jeanne Clery Act* and the Family Educational Rights and Privacy Act of 1974, CORBAN UNIVERSITY is providing a link to the Oregon State Police Sex Offender Information website. This act requires institutions of higher education to issue a statement advising the campus community where law enforcement information provided by a State concerning registered sex offenders may be obtained. It also requires sex offenders already required to register in a State to provide notice of each institution of higher education in that State at which the person is employed, carries a vocation, or is a student. Registry information provided under this section shall be used for the purposes of the administration of criminal justice, screening of current or prospective employees, volunteers or otherwise for the protection of the public in general and children in particular. **Unlawful use of the information for purposes of intimidating or harassing another is prohibited and willful violation shall be punishable by law.** The Oregon State Police is responsible for maintaining this registry. Follow the link below to access the Oregon State Police website.

<http://egov.oregon.gov/OSP/SOR/faqs.shtml>

## DISCRIMINATION, HARASSMENT, AND ASSAULT POLICY

It is the policy of Corban that employees and students have the right to work and study in an environment free of discrimination or harassment on the basis of race, color, national or ethnic origin, sex, age, or physical disability (1 Peter 2:17, James 2:1). As followers of Christ, we are commanded to respect everyone (1 Peter 2:17); avoid favoritism (James 2:1); and act with humility (Philippians 2:3). While

discrimination or harassment may take many forms and determination of what constitutes a violation will vary according to the particular circumstances, there is no place at Corban for conduct that diminishes or abuses others. A violation of this policy by a member of the University community may lead to disciplinary action, including but not limited to written or verbal reprimand; additional required training or counseling; suspension; expulsion; or termination.

### **OMBUDSPERSON**

The University has designated Ombudspersons who may assist in the informal resolution of harassment and discrimination concerns. The Ombudspersons are conversant with the Discrimination, Harassment, and Assault Policy and these complaint procedures. The Ombudsperson can offer guidance on the various options and resources available to address the situation. An Ombudsperson is not authorized to conduct investigations of complaints they receive. Talking to an Ombudsperson does not constitute notice to the University, since the purpose is to provide a confidential forum where different options may be considered. However, Ombudspersons can provide you with information about how a complaint may be made to the University.

### **SEXUAL HARASSMENT**

In 1980, the Equal Employment Opportunity Commission issued guidelines defining sexual harassment and recognizing it as a violation of Title VI of the Civil Rights Act of 1964. According to the guidelines, unwelcome sexual advances, requests for sexual favors, and other verbal or physical conduct of a sexual nature constitute sexual harassment, intimidation, or exploitation if:

- Submission to such conduct is made either explicitly or implicitly a term or condition of employment or education; or
- Is a basis for employment or educational decisions affecting the individual; or
- Such conduct has the purpose or effect of unreasonably interfering with an individual's work or academic performance; or
- Such conduct has the purpose or effect of creating an intimidating, hostile, or offensive working or academic environment.

### **PROHIBITED BEHAVIORS**

1. Verbal:
  - Conduct such as epithets, derogatory jokes or comments, slurs or unwanted sexual advances, invitations or comments, obscene phone calls or voice mail or e-mail messages.
  - Threats or demands to submit to sexual requests as a condition of continued employment or academic advancement, or to avoid some other loss.
  - Offers of preferential treatment in return for sexual favors and/or retaliation for having reported or threatened to report harassment.
2. Non-verbal/Visual:
  - Display of or references to derogatory and/or sexuality oriented posters, photographs, cartoons, drawings or gestures
  - Exposure (i.e. "mooning", "streaking"), or other lewd behaviors
3. Physical:
  - Conduct such as assault, unwanted touching, blocking normal movement or interfering with work or study.

## SEXUAL ASSAULT

Sexual assault is any unwanted sexual contact. It is an extreme form of sexual harassment and will be considered a serious offense by the University. Any use of threat, coercion, or force to obtain sexual contact is illegal. It is wrong and illegal for anyone to have any sexual contact with you without your consent— regardless of how well someone knows you, how much you've had to drink, or whether some of the sex was consensual. The law defines consent as positive cooperation in act or attitude as a result of exercising your free will. Consent may not be inferred from silence or passivity. A current or previous relationship does not constitute consent. Consent may not be legally given if you are under the age of 18, under the influence of alcohol or drugs, or if you are physically or mentally incapacitated.

## PERTINENT FEDERAL LEGISLATION

The Student Right-to-Know and Campus Security Act of 1990 and the Campus Sexual Assault Victim's Bill of Rights Amendment of the 1992 Higher Education Reauthorization Act (copies of which can be found in the Residence Life Office) include protection that are intended to help the survivor of sexual assault by requiring Universities to report accurate statistics regarding sexual assaults and rapes. Additionally, if the assault or rape is reported, the survivor can choose to pursue disciplinary action on campus without needing to file charges with the police. Campus disciplinary action in cases of an alleged sex offense include the accuser and the accused entitlement to the same opportunities to have others present during a disciplinary proceeding. The accuser and the accused will be informed of the outcome of any institutional disciplinary proceeding that is brought alleging a sex offense.

*If a friend has been assaulted or raped:*

- Listen and be supportive.
- Let your friend make her or his own choices.
- Encourage your friend to immediately contact the appropriate resources.
- Stay with your friend during interviews and examinations if she or he wants you to do so.
- Take care of yourself. You may need to talk with someone about how this has affected you. The resources listed in this section are for you as well.

*If you have been assaulted or raped, you have control of the choices you can make. Following are recommendations to assist you in dealing with this crime:*

## EMERGENCY REPORTING PROCEDURE

If you were recently the victim of a sexual assault, do not blame yourself, sexual assault is NEVER the survivor's fault.

- *Get safe:* Get to a safe location and seek medical help immediately.
- *Protect the evidence:* Do not shower, bathe, or douche and take the unlaundered clothes you were wearing when the assault took place. Put the clothes you were wearing in a PAPER bag. Do not straighten up the area where the assault has taken place. The impulse to clean is normal, but evidence that might be needed will be destroyed by these activities. The only way medical evidence can be collected is if it is left intact.
- *Get to the hospital:* Transportation can be provided by a friend or roommate, Campus Safety or any Resident Assistant. Assistance will be provided using discretion, keeping the survivor's confidentiality rights in mind.
- *Contact law enforcement:* If desired, have someone contact law enforcement. Hospital personnel will be willing assist you in contacting the police. University personnel will gladly accompany you

to provide support. You should be aware that if you are under the age of 18, hospital personnel are required by law to file an official report with or without your consent.

Note: In order to collect evidence to later be used in legal proceedings, an exam should be administered at Salem Hospital. This is performed at the survivor's discretion. Although the survivor may not want to press charges immediately, it is important that evidence is collected for potential future use as soon as possible after the assault takes place.

### **NON-EMERGENCY REPORTING PROCEDURE**

If you experience any type of harassment or discrimination you may speak to an Ombudsperson or take the steps below. The University will not tolerate retaliation of any kind against you based upon your allegations regarding harassment or discrimination.

Corban University will respect the complainant's right to confidentiality to the extent possible in both informal and normal procedures. While the University cannot promise absolute confidentiality, the complainant will be supported and any attempted reprisals will not be tolerated.

### **UNWELCOME BEHAVIOR**

If you may do so safely, address the problem yourself. Inform the offending person that his or her behavior is unwelcome, offensive, or inappropriate. You may do this one-on-one or in the company of a trusted friend or colleague. Tell the offender to stop the behavior and do so without apologizing. State how the behavior is affecting you but do not engage in a lengthy conversation about it (you do not have to convince the offender and the offender does not have to agree with you). Or, if approaching the offender feels unsafe or awkward, write a letter. Either way, clearly communicate what the offending behavior is, tell the offender that it has to stop, and outline what you would like to happen now. If the problem is resolved satisfactorily, no further action may be necessary.

### **SEEKING HELP**

If you are unable to resolve the problem as above, you should inform University personnel of your complaint. This should be done as soon as possible after the incident.

- If you are a student, you may meet directly with the Dean of Students or you may tell a resident assistant and have him or her pass the information along.
- If you are an employee, you may report to your supervisor. If for any reason you do not wish to report to your immediate supervisor, you may report to the supervisor of your immediate superior, or to any dean or vice president.
- You should be informed that any University employee advised of discrimination, harassment, or assault is required to immediately report this information to specific University personnel, including the President (or an individual designated by the President) and the Director of Safety. If you are uncertain whether to report to an employee or supervisor, you may wish to consult with an Ombudsperson (see above).

### **ACADEMIC OR RESIDENCE HALL CHANGES**

Initiating any academic or housing changes with the Director of Residence Life is fully confidential and voluntary on the survivor's part, as is seeking disciplinary action.

## **IMMINENT DANGER TO COMMUNITY**

If the VP for Student Life, Dean of Students or the Director of Residence Life (or his/her designee) concludes that a serious threat exists, he/she will contact the Director of Campus Safety who will release a warning to protect the community while preserving the reporting survivor's anonymity to the threat of being killed or of being seriously injured, resulting from either a completed or attempted sexual assault.

## **COUNSELING SERVICES**

The Corban University Counseling Clinic provides free, confidential counseling to all students. Crime information will only be forwarded to Campus Safety with the consent of the client, unless there is an immediate threat to public safety.

Counseling will help the sexual assault survivor:

- Release a flood of emotions generated by the attack, including fear, grief, and anger
- Overcome feelings of isolation.
- Accept his or her own feelings.
- Come to terms with the reality of the attack and the validity of his or her responses.
- Regain a sense of control over his or her own life.
- Understand and evaluate options.
- Make informed, rational choices.

## **OTHER RESOURCES**

For emergency medical treatment or to report rape, **dial: 911**  
**Salem Police Department, non-emergency number: 503.588.5032**

### **Mid-Valley Women's Crisis Center, 24-hour: 503.399.7722**

795 Winter Street N.E., Salem, Or 97308

Both men and women may contact the hotline at the Information is also available on their website: [www.mvwcs.com](http://www.mvwcs.com) The service center offers counseling and shelter for physically and sexually abused women, including rape victims and coordinates support groups. Victims may walk-in for assistance. Office is open Monday through Friday from 9 am to 5 pm.

### **Crisis and Information Hotline 24-hour: 503-581-5535, TDD: 503-588-5833, Toll-free: 1-800-560-5535**

1049 Oak Street S.E., Salem, Or 97301

This confidential crisis and information telephone service becomes an entry into the helping resources of the community.

### **NW Human Services, 503-588-5816**

151 Kingwood Avenue N.W., Salem Or 97304

Open Monday through Friday from 9 am to 5 pm.

Counselors guide individuals, couples and families toward a sense of emotional health.

### **Marion County Health Department, 503.588.5342**

3180 Center Street N.E., Salem, Or 97301

Open Monday through Friday from 8:45 am to 11 am and 1 pm to 5 pm. Counseling is one of many services this agency offers.

### **AIDS Oregon Hotline**

620 S.W. Fifth Avenue, Suite 300, Portland, Or 97204 1.800.777.2437 Open Monday through Friday from 10 am to 6 pm, and every other weekend from 3 pm to 6 pm. The hotline offers access to HIV/AIDS related information statewide. Local community referrals are available.

### **Victim Assistance Program**

Marion County District Attorney's Office 101 High Street N.E., Salem, Or 97301 Salem: 503.588.5253 Open Monday through Friday from 8:30 am to 5 pm. The office provides services to victims of violent crimes whose cases are being investigated or prosecuted in Marion County.

### **RESOURCES ON CAMPUS**

#### **Campus Safety, 503-510-6430**

Campus Safety officers are on-call 24 hours a day, seven days a week and will initiate an investigation, if the survivor wishes. At the discretion of the survivor, Campus Safety will assist in filing a report with the police. The survivor may request that the police investigate the crime and gather evidence at the time of the incident. The longer the survivor waits, the smaller the amount of evidence the police will be able to obtain. However, it is important that there at least be an incident report on file if the survivor later decides that he or she would like to take further action. The survivor may request that the police not investigate the crime itself but rather maintain the information of the crime and its particulars in its regular reservoir of crime data.

## **CRIME PREVENTION**

Both residential and commuter students are given information about campus safety each year after arriving on campus. Additionally, campus safety is outlined in the student handbook, which is available online. Campus safety is discussed in staff meetings and faculty meetings as needs arise. A common theme of all awareness and crime prevention programs is to encourage students and employees to be aware and take responsibility for their own safety and the University community. When time is of the essence, information is released to the University community through safety alerts posted prominently throughout campus and through emails.

## **VEHICLE PARKING AND TRAFFIC REGULATIONS**

### **EMERGENCY VEHICLES**

All traffic must yield right of way to Campus Safety and other emergency responders when they are operating with their lights on.

### **REGISTRATION**

Any legally licensed student is permitted to operate a motor vehicle on campus; however, improper use of vehicles may result in the loss of the privilege, fines, or required training at the student's expense.

- All students must register their vehicles at the beginning of the school year. Failure to do so will result in a \$25 fine, payable at the Campus Care Office. Your parking permit must be visible at all



times in the driver's side of the rear window. If the rear window is tinted, you may place it in the bottom driver's side corner of the windshield. Parking permits are free. Due to the limited availability of parking spaces, only one vehicle per student is permitted on campus at a time.

- If you will be using more than one car, you are required to register all cars. In order to register a motor vehicle, you must have your license plate number, make, color, and model of your vehicle.
- All motor bikes and motorcycles must also be registered at the beginning of the school year.
- Speed limit on campus is 15 miles per hour. Please be especially cautious as pedestrian traffic is frequent and weather conditions may create further safety concerns. The painted areas near the residence halls and gym designate pedestrian crossing points.
- Speeding, reckless driving, squealing tires, unnecessary horn blowing, excessive noise or other driving violations are prohibited at any time by any member of the Corban community. Fines may be assessed by Campus Safety or Student Life.
- Tickets: Parking and traffic violations carry a minimum \$25 fine. Repeat offenders may lose their parking or driving privilege.

Parking fines will be collected in the Campus Care Office, traffic fines will be paid in the Business Office. If a question arises concerning a parking violation you must submit a written challenge with payment for the fine to Campus Care within seven days. If a question arises concerning a traffic violation you must submit a written challenge with payment for the fine to the Director of Campus Safety within seven days. After that time the violation will stand as written. Unpaid fines will result in vehicle impound after seven days or a hold placed on your student account.

### FIRST AID KIT LOCATIONS

First aid kits are available at various locations on the University campus. These kits are for emergency use only. For routine medical needs, supplies are available in the Student Health Office or supply cabinets in each residence hall, in the gym, and in the Pavilion. First aid kit locations are listed below:

- **Agard Hall:** first floor lobby near stairway door
- **Academic Center:**
  - first floor (basement) outside the bookstore
  - second floor (main Library entrance) across from the elevator
  - third floor center exit near elevator
  - fourth floor in science labs and near center exit by fire extinguisher
  - fifth floor across from the elevator
- **Adult Studies Division:** near rear entry, top of basement stairs
- **Auto Shop:** west wall by window
- **Balyo Hall:** first floor kitchen
- **Boiler room:** outside bathroom wall
- **Campus Care:** first floor, main office
- **Carpentry:** back side of door
- **C.E. Jeffers Sports Center:** hallway to men's locker room, across from training room
- **Davidson Hall:** first floor kitchen
- **Farrar Hall:** first floor lobby by RD door
- **Music House:** hallway between main entry and kitchen
- **Pavilion:** lobby entry near women's restroom

- **Psalm Center:** lobby
- **Prewitt/Van Gilder Halls:** kitchenette
- **Schimmel Hall:** second floor just outside ladies restroom across from Rm. 212 food service area on kitchen wall near office

## MISSING STUDENT POLICY

Because the safety and well-being of students is paramount, if a member of the University community has reason to believe that a student who resides in on-campus housing is missing, he or she should immediately notify Student Life and Campus Safety personnel should be **immediately** contacted when a student is believed to be missing.

A student may be considered missing if he or she is:

- Unreachable in person, by phone (talking or text), email or other forms of electronic communication for more than 24 hours; or
- Overdue in reaching a specified destination more than 24 hours past their expected arrival; or
- If additional factors lead University personnel to believe he or she is missing.

In these circumstances an immediate investigation will be conducted and intentional effort will be made to locate the student in question. These efforts will begin with phone calls to all known phone numbers for that individual, personal contact or phone calls to friends, possible phone calls to parents or other relatives, and checking for their vehicle on campus.

In addition to registering a general emergency contact, students residing in on-campus housing have the option to identify confidentially an individual to be contacted by Corban University in the event the student is determined to be missing for more than 24 hours.

If a student has identified such an individual, Corban University will notify that individual no later than 24 hours after the student is determined to be missing. A student who wishes to identify a confidential contact can do so through the Campus Safety web site. <http://www.corban.edu/safety/emergency-notification>. A student's confidential contact information will be accessible only by authorized campus officials and law enforcement in the course of the investigation.

If it is determined that the student is missing, University officials will immediately:

- Complete a Missing Person Report
- Contact local law enforcement agencies
- Contact those indicated on the student's emergency contact sheet.

In these circumstances an immediate investigation will be conducted and intentional effort will be made to locate the student in question. These efforts will begin with phone calls to all known phone numbers for that individual, personal contact or phone calls to friends, possible phone calls to parents or other relatives, and checking for their vehicle on campus.

After the missing student is located, Student Life personnel will conduct further assessments to determine whether or not the student needs additional emotional support and/or poses a risk to personal or campus safety. Crisis Intervention Policies may also be applied.

## CAMPUS CRIME STATISTICS

The following categories are listed as required by federal law. The figures are compiled from the Campus Safety or Residence Life incident reports and Salem Police Department crime statistics. The statistics are kept in the campus safety office and are viewable upon request. Additional information and offense definitions can be reviewed online at the Department of Education Campus Safety and Security website by searching for Corban University at the following: <http://ope.ed.gov/security/Index.aspx>

Criminal offense	Total occurrences On campus		
	2010	2011	2012
a. Murder/Non-negligent manslaughter	0	0	0
b. Negligent manslaughter	0	0	0
c. Sex offenses - Forcible	0	0	0
d. Sex offenses - Non-forcible	0	0	0
e. Robbery	0	0	0
f. Aggravated assault	0	0	0
g. Burglary	0	0	0
h. Motor vehicle theft	0	0	0
i. Arson	0	0	0

### CRIMINAL OFFENSES - ON-CAMPUS STUDENT HOUSING FACILITIES

Criminal offense	Total occurrences in On-Campus Student Housing Facilities		
	2010	2011	2012
a. Murder/Non-negligent manslaughter	0	0	0
b. Negligent manslaughter	0	0	0
c. Sex offenses - Forcible	0	0	0
d. Sex offenses - Non-forcible	0	0	0
e. Robbery	0	0	0
f. Aggravated assault	0	0	0
g. Burglary	0	0	0
h. Motor vehicle theft	0	0	0
i. Arson	0	0	0

Criminal offense	Total occurrences on Public Property		
	2010	2011	2012
a. Murder/Non-negligent manslaughter	0	0	0
b. Negligent manslaughter	0	0	0
c. Sex offenses - Forcible	0	0	0
d. Sex offenses - Non-forcible	0	0	0
e. Robbery	0	0	0
f. Aggravated assault	0	0	0
g. Burglary	0	0	0
h. Motor vehicle theft	0	0	0
i. Arson	0	0	0

*The following hate offenses manifest evidence of prejudice based on race, religion, sexual orientation, gender, disability or ethnicity/national origin.*

#### HATE CRIMES - ON CAMPUS

Criminal offense	2012 Total	Occurrences of Hate crimes					
		Category of Bias for crimes reported in 2012					
		Race	Religion	Sexual orientation	Gender	Disability	Ethnicity/ National origin
a. Murder/ Non-negligent manslaughter	0	0	0	0	0	0	0
b. Negligent manslaughter							
c. Sex offenses - Forcible	0	0	0	0	0	0	0
d. Sex offenses - Non-forcible	0	0	0	0	0	0	0
e. Robbery	0	0	0	0	0	0	0
f. Aggravated assault	0	0	0	0	0	0	0
g. Burglary	0	0	0	0	0	0	0
h. Motor vehicle theft	0	0	0	0	0	0	0
i. Arson	0	0	0	0	0	0	0
j. Simple assault	0	0	0	0	0	0	0
k. Larceny-theft	0	0	0	0	0	0	0
l. Intimidation	0	0	0	0	0	0	0
m. Destruction/damage/ vandalism of property	0	0	0	0	0	0	0

Criminal offense	2011 Total	Occurrences of Hate crimes					
		Category of Bias for crimes reported in 2011					
		Race	Religion	Sexual orientation	Gender	Disability	Ethnicity/ National origin
a. Murder/ Non-negligent manslaughter	0	0	0	0	0	0	0
b. Negligent manslaughter							
c. Sex offenses - Forcible	0	0	0	0	0	0	0
d. Sex offenses - Non-forcible	0	0	0	0	0	0	0
e. Robbery	0	0	0	0	0	0	0
f. Aggravated assault	0	0	0	0	0	0	0
g. Burglary	0	0	0	0	0	0	0
h. Motor vehicle theft	0	0	0	0	0	0	0
i. Arson	0	0	0	0	0	0	0
j. Simple assault	0	0	0	0	0	0	0
k. Larceny-theft	0	0	0	0	0	0	0
l. Intimidation	0	0	0	0	0	0	0
m. Destruction/damage/ vandalism of property	0	0	0	0	0	0	0

Criminal offense	2010 Total	Occurrences of Hate crimes					
		Category of Bias for crimes reported in 2010					
		Race	Religion	Sexual orientation	Gender	Disability	Ethnicity/ National origin
a. Murder/ Non-negligent manslaughter	0	0	0	0	0	0	0
b. Negligent manslaughter							
c. Sex offenses - Forcible	0	0	0	0	0	0	0
d. Sex offenses - Non-forcible	0	0	0	0	0	0	0
e. Robbery	0	0	0	0	0	0	0
f. Aggravated assault	0	0	0	0	0	0	0
g. Burglary	0	0	0	0	0	0	0
h. Motor vehicle theft	0	0	0	0	0	0	0
i. Arson	0	0	0	0	0	0	0
j. Simple assault	0	0	0	0	0	0	0
k. Larceny-theft	0	0	0	0	0	0	0
l. Intimidation	0	0	0	0	0	0	0
m. Destruction/damage/ vandalism of property	0	0	0	0	0	0	0

**HATE CRIMES - ON-CAMPUS STUDENT HOUSING FACILITIES**

Criminal offense	2012 Total	Occurrences of Hate crimes					
		Category of Bias for crimes reported in 2012					
		Race	Religion	Sexual orientation	Gender	Disability	Ethnicity/ National origin
a. Murder/ Non-negligent manslaughter	0	0	0	0	0	0	0
b. Negligent manslaughter							
c. Sex offenses - Forcible	0	0	0	0	0	0	0
d. Sex offenses - Non-forcible	0	0	0	0	0	0	0
e. Robbery	0	0	0	0	0	0	0
f. Aggravated assault	0	0	0	0	0	0	0
g. Burglary	0	0	0	0	0	0	0
h. Motor vehicle theft	0	0	0	0	0	0	0
i. Arson	0	0	0	0	0	0	0
j. Simple assault	0	0	0	0	0	0	0
k. Larceny-theft	0	0	0	0	0	0	0
l. Intimidation	0	0	0	0	0	0	0
m. Destruction/damage/ vandalism of property	0	0	0	0	0	0	0

Criminal offense	2011 Total	Occurrences of Hate crimes					
		Category of Bias for crimes reported in 2011					
		Race	Religion	Sexual orientation	Gender	Disability	Ethnicity/ National origin
a. Murder/ Non-negligent, manslaughter	0	0	0	0	0	0	0
b. Negligent manslaughter							
c. Sex offenses - Forcible	0	0	0	0	0	0	0
d. Sex offenses - Non-forcible	0	0	0	0	0	0	0
e. Robbery	0	0	0	0	0	0	0
f. Aggravated assault	0	0	0	0	0	0	0
g. Burglary	0	0	0	0	0	0	0
h. Motor vehicle theft	0	0	0	0	0	0	0
i. Arson	0	0	0	0	0	0	0
j. Simple assault	0	0	0	0	0	0	0
k. Larceny-theft	0	0	0	0	0	0	0
l. Intimidation	0	0	0	0	0	0	0
m. Destruction/damage/ vandalism of property	0	0	0	0	0	0	0

Criminal offense	2010 Total	Occurrences of Hate crimes					
		Category of Bias for crimes reported in 2010					
		Race	Religion	Sexual orientation	Gender	Disability	Ethnicity/ National origin
a. Murder/ Non-negligent, manslaughter	0	0	0	0	0	0	0
b. Negligent manslaughter							
c. Sex offenses - Forcible	0	0	0	0	0	0	0
d. Sex offenses - Non-forcible	0	0	0	0	0	0	0
e. Robbery	0	0	0	0	0	0	0
f. Aggravated assault	0	0	0	0	0	0	0
g. Burglary	0	0	0	0	0	0	0
h. Motor vehicle theft	0	0	0	0	0	0	0
i. Arson	0	0	0	0	0	0	0
j. Simple assault	0	0	0	0	0	0	0
k. Larceny-theft	0	0	0	0	0	0	0
l. Intimidation	0	0	0	0	0	0	0
m. Destruction/damage/ vandalism of property	0	0	0	0	0	0	0

#### HATE CRIMES - PUBLIC PROPERTY

Criminal offense	2012 Total	Occurrences of Hate crimes					
		Category of Bias for crimes reported in 2012					
		Race	Religion	Sexual orientation	Gender	Disability	Ethnicity/ National origin
a. Murder/ Non-negligent manslaughter	0	0	0	0	0	0	0
b. Negligent manslaughter							
c. Sex offenses - Forcible	0	0	0	0	0	0	0
d. Sex offenses - Non-forcible	0	0	0	0	0	0	0
e. Robbery	0	0	0	0	0	0	0
f. Aggravated assault	0	0	0	0	0	0	0
g. Burglary	0	0	0	0	0	0	0
h. Motor vehicle theft	0	0	0	0	0	0	0
i. Arson	0	0	0	0	0	0	0
j. Simple assault	0	0	0	0	0	0	0
k. Larceny-theft	0	0	0	0	0	0	0
l. Intimidation	0	0	0	0	0	0	0
m. Destruction/damage/ vandalism of property	0	0	0	0	0	0	0

Criminal offense	2011 Total	Category of Bias for crimes reported in 2011					
		Race	Religion	Sexual orientation	Gender	Disability	Ethnicity/ National origin
a. Murder/ Non-negligent, manslaughter	0	0	0	0	0	0	0
b. Negligent manslaughter							
c. Sex offenses - Forcible	0	0	0	0	0	0	0
d. Sex offenses - Non-forcible	0	0	0	0	0	0	0
e. Robbery	0	0	0	0	0	0	0
f. Aggravated assault	0	0	0	0	0	0	0
g. Burglary	0	0	0	0	0	0	0
h. Motor vehicle theft	0	0	0	0	0	0	0
i. Arson	0	0	0	0	0	0	0
j. Simple assault	0	0	0	0	0	0	0
k. Larceny-theft	0	0	0	0	0	0	0
l. Intimidation	0	0	0	0	0	0	0
m. Destruction/damage/ vandalism of property	0	0	0	0	0	0	0

Criminal offense	2010 Total	Occurrences of Hate crimes Category of Bias for crimes reported in 2010					
		Race	Religion	Sexual orientation	Gender	Disability	Ethnicity/ National origin
a. Murder/ Non-negligent, manslaughter	0	0	0	0	0	0	0
b. Negligent manslaughter							
c. Sex offenses - Forcible	0	0	0	0	0	0	0
d. Sex offenses - Non-forcible	0	0	0	0	0	0	0
e. Robbery	0	0	0	0	0	0	0
f. Aggravated assault	0	0	0	0	0	0	0
g. Burglary	0	0	0	0	0	0	0
h. Motor vehicle theft	0	0	0	0	0	0	0
i. Arson	0	0	0	0	0	0	0
j. Simple assault	0	0	0	0	0	0	0
k. Larceny-theft	0	0	0	0	0	0	0
l. Intimidation	0	0	0	0	0	0	0
m. Destruction/damage/ vandalism of property	0	0	0	0	0	0	0



**ARRESTS - ON CAMPUS**

Law Violation	Number of Arrests		
	2010	2011	2012
a. Weapons: carrying, possessing, etc.	0	0	0
b. Drug abuse violations	0	0	0
c. Liquor law violations	0	0	0
Caveat:			

**ARRESTS - ON-CAMPUS STUDENT HOUSING FACILITIES**

Law Violation	Number of Arrests in On-Campus Student Housing Facilities		
	2010	2011	2012
a. Weapons: carrying, possessing, etc.	0	0	0
b. Drug abuse violations	0	0	0
c. Liquor law violations	0	0	0
Caveat:			

**ARRESTS - PUBLIC PROPERTY**

Crime	Number of Arrests		
	2010	2011	2012
a. Weapons: carrying, possessing, etc.	0	0	0
b. Drug abuse violations	0	0	0
c. Liquor law violations	0	0	0
Caveat:			

**DISCIPLINARY ACTIONS - ON CAMPUS**

Law Violation	Number of persons referred for Disciplinary Action		
	2010	2011	2012
a. Weapons: carrying, possessing, etc.	0	0	0
b. Drug abuse violations	0	0	0
c. Liquor law violations	0	0	0

Disciplinary Actions - On-campus Student Housing Facilities  
Note: This category was added to the web survey for the 2009 data collection.

Number of persons referred for Disciplinary Action

	2010	2011	2012
Law Violation			
a. Weapons: carrying, possessing, etc.	0	0	0
b. Drug abuse violations	0	0	0
c. Liquor law violations	0	0	0
Caveat:			

Disciplinary Actions - Public Property

	Number of persons referred for Disciplinary Action		
Law Violation	2010	2011	2012
a. Weapons: carrying, possessing, etc.	0	0	0
b. Drug abuse violations	0	0	0
c. Liquor law violations	0	0	0

# CAMPUS FIRE SAFETY ANNUAL REPORT

## OVERVIEW

The Higher Education Opportunity Act became law in August 2008. Among other things, it requires higher education institutions to produce an annual fire safety report outlining fire safety practices, standards, and all fire-related on-campus statistics. The following public disclosure report details all information required by this law as it relates to Corban University.

## SPECIFIC FIRE PREVENTION RELATED POLICIES

It is the goal of Corban University to provide a safe and healthy environment for all students, employees, and visitors. This includes fire safety. Specific fire-related policies are displayed throughout campus buildings/classrooms/common areas in the Emergency Response Plan or in the Student Handbook that is made available for all students online or a paper copy is available on each Residential Living area on campus. To review specific policies and information regarding fire prevention, please see the Student Handbook online at [www.corban.edu/student-life/student-handbooks](http://www.corban.edu/student-life/student-handbooks) or a copy can be requested by calling the Office of Student Life at 503-375-7010.

### CANDLES AND FLAMMABLE MATERIALS

According to fire code, no open flames (Bunsen burners, candles, incense, candle warmers, reed diffusers, etc.) are allowed in the residence halls. Candles may be displayed, but not burned. In addition, flammable materials (gasoline, solvents, spray paint) are not permitted in the residence halls. Burning candles during a power outage compounds the fire danger. All students should bring a working flashlight to use as needed.

### FIREWORKS

Fireworks are an extreme fire hazard and many are illegal in Oregon. They are not permitted under any circumstances. Possession or use of any fireworks will result in a \$350 fine.

### FIRE SAFETY EQUIPMENT

Fire extinguishers located in the residence halls are to be used only if there is a fire. They are expensive to replace, and it is dangerous to abuse them. Exit signs, located strategically throughout the buildings, are designed to clearly indicate exit routes, particularly in emergency situations. These signs are considered fire equipment and are not to be tampered with. There are smoke detectors in all residence hall rooms. Anyone found tampering with room smoke detection equipment will face severe disciplinary action. Any smoke detector needing maintenance should be reported immediately to your RA, RD, and maintenance staff.

### FIRE ALARMS

If there is a fire, the fire alarm should be sounded (there are at least two pull stations on each floor) and the building evacuated. False alarms involve the local fire department and are disruptive, expensive, and dangerous. Anyone initiating them will be subject to up to a \$350 fine by the fire department.

### FIRES AND BUILDING EVACUATION

Residence Life staff is required to evacuate a building when the fire alarm is activated or when an emergency evacuation is ordered. All persons inside a residence hall during a fire alarm or emergency evacuation are required to leave the building immediately.

