

A photograph of two students, a young man and a young woman, walking and talking on a college campus. The man is on the left, wearing a white t-shirt and dark pants, holding a notebook. The woman is on the right, wearing a white button-down shirt and blue jeans, holding a tablet. They are both smiling. In the background, other students are walking, and a building is visible.

2020 Annual Campus Security Report

Including Crime Statistics for the 2017, 2018, and 2019 Calendar Years

Campus Security Authority

Joanna Russell
Siri Dixon

Title IX Coordinator

President



Message from the President

One of the most important decisions you will make in your lifetime is where to attend college. I am honored that you are exploring Sumner College as a possible choice to continue your academic journey. Our blueprint for student success is focused on student engagement. We strive to provide an atmosphere that challenges critical thinking, provides 'real world' career preparation, and instills deep rooted morals and strong values that support the journey of lifelong learning. Every college has a unique approach to education. Our approach encompasses a sense of community focusing on student support. This unique culture enriches the lives of our students by supporting the philosophy of student engagement that results in the sharing of ideas and respecting other points of view. Our strongest testament is our graduates, clinical sites, and community partners who consistently acknowledge Sumner College as an excellent choice for those wishing to pursue a career in health care. We understand you have a number of options available in your pursuit of higher education. If you are seeking an environment that promotes a genuine sense of community focused on student success, I would encourage you to consider Sumner College to find out if we are the right choice for you.

A handwritten signature in cursive script that reads "Joanna Russell". The signature is fluid and elegant, with a large loop at the end.

Joanna Russell
President
Sumner College

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*Summer College,
Educating Students
in the Portland Area
Since 1974*



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 Programs publish a statistical report of crimes occurring on or near the institution's campus and provide information about security policies, procedures and programs. The intent of the report is to inform you of the extent of reported crimes occurring in the three previous calendar years. The report also includes data from two years prior to the most recent year. In the case of this particular report, you will see data for calendar years 2017, 2018 and 2019.

Preparation and Disclosure of Annual Crime Statistics

Sumner College generates this report annually to comply with the Jeanne Clery Disclosure of Campus Security and Crime Statistics. The report is also prepared with cooperation from the Portland Police Office for on/off-campus and adjacent-to-campus reported crimes. The statistics provided are a culmination of crime reporting by the Portland Police. Campus crime, arrest and referral statistics include those reported to the President, Title IX Coordinator, Campus Security Authority, along with other designated campus officials.

Criminal activity occurring off-campus is monitored and recorded by the following agency; Portland Police Department. Students involved in criminal activity off-campus may be contacted, cited or arrested by this agency. During the preparation of the Annual Security Report, this agency is contacted and a good faith effort is made to obtain information as to crimes that are reportable under the Clery Act.



Confidentiality of Victim/Survivors:

This data, when recorded and compiled by the Clery Coordinator for the purposes of Clery reporting, contains information specific to and necessary for Clery reporting requirements only, specifically: 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 emergency response, available to the public at the Cascade office in paper copy and Clery-reportable crime statistics which are provided to the public and the Department of Education annually, for the current and prior three years. The institution is required to keep Clery-associated records for seven years.

Distribution and Availability of the Current Campus Security Report (CSR)

Each year, an e-mail notification is made to all enrolled faculty, staff members and students that provides the web site link to access this CSR report. Paper copies of the report may also be obtained by calling 503.972.6230. All prospective employees may obtain a copy of this report from Human Resources or by calling 503.972.6230.

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 Clery and the Violence Against Women Act (VAWA) standard.

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

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 the college. The term is applied to any person who works for the College in a paid or volunteer status and has significant responsibilities for student activities. For example; teachers, student advisors are considered Campus Security Authorities.
2. **If you are someone whom a student reasonably believes that he or she can report a crime to and expect that the matter will be addressed directly through your intervention or that you will contact law enforcement for a response, then you are Campus Security Authority.**

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. Every reportable crime occurring within the boundaries of campus is in a reportable area. The two remaining areas are a little more difficult to define. Perimeter streets are described in the following way: "Sidewalk – Street – Sidewalk". This means that a reportable crime occurring on the sidewalk on either side of a perimeter street is reportable as are incidents occurring in the street. But an incident occurring in a building (a privately owned store) on the distant side of a perimeter street would not be included. Unfortunately, most law enforcement agencies do not distinguish where a crime occurs with

this degree of detail. Crimes are usually located by street and house numbers.

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 us through a law enforcement agency, we assume that this determination has already been made.
5. **Not founded (unfounded)** – If in the case of a particular incident, law enforcement determines that the incident could not have occurred or did not occur, i.e., a false report, the crime would not be included in the annual report.

Security Policies, Procedures and Programs

In this report you will find information about security policies, how to report crimes and information about campus educational programs. These documents, which come from a number of campus departments, are gathered together here 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 to you as a student, faculty or staff member.

The collection of data and the evaluation of the data in the preparation of this report is a lengthy process involving many on-campus departments and off-campus agencies. Our purpose is to provide you with the information and the understanding you need to make an informed and reasoned decision about your personal safety as it relates to your time at Sumner College.

**CONTACT SUMNER COLLEGE
AT 503.972.6230**



History of Sumner College

Sumner College opened their doors to students in July of 1974 with one campus located in Portland, Oregon. The college was founded as The Court Reporting Institute. Situated steps from the Portland State campus in downtown Portland, the college leased second floor space and began offering a Court Reporting diploma program. The college occupied 3,500 square feet of space, square footage that included both administrative and instructional areas. The owner, Bill Ellis, was a court reporter who had the vision to train students to become proficient, competent court reporters that would thrive in the legal community.

In 1986, the college changed its name to College of Legal Arts and expanded its curriculum by adding a Legal Secretarial program. Two years later, the college further expanded its curriculum offerings and added a Paralegal program. These programs were all designed with the final goal in mind of providing students the opportunity to obtain entry-level employment in the legal field.

In 1995, College of Legal Arts leased additional space and launched a Medical Transcription program that was designed, at that time, to offer an alternative career field for those interested in court reporting, but not able to commit to the time frame needed to successfully complete the program. In 1997, the college again added a new program to their curriculum with a legal focus in mind by offering a Correctional Officer program.

In January of 2007, the college was purchased by Cascade Education, LLC. Under new ownership, the college focused on developing new programs related to the healthcare sector. In 2009, the college changed its name to Sumner College to incorporate the growing number of programs; those not encompassed under the title "Legal Arts".

In the fall of 2009, after two years of development, the college launched their first nursing program; the Practical Nursing diploma program. This program has consistently retained strong retention numbers, as well as strong career placement in the nursing field. With the success of this program, and students interested in more advanced opportunities in the healthcare field, the college began developing curriculum for a registered nursing program in the latter part of 2010.

In 2012, the college was approved to offer an associate level Associate Degree in Nursing Program (ADN) by the state of Oregon and the OSBN; becoming the second proprietary school in history to obtain this approval in the state of Oregon.

In 2013, the college opened their second Portland area location at Cascade Station, just miles from the Washington – Oregon state border. This location was designed to house the Associate Degree in Nursing program and Practical Nursing programs. In February of 2013, the first cohort of Associate Degree in Nursing students began their first term of study at the new location. In March of 2015,

the first cohort of Associate Degree in Nursing students graduated from the program. This first cohort of graduates has obtained a 100% NCLEX state board exam pass rate. In 2018, The College opened the Cascade Annex building located 1 block from the Cascade Station Campus.

In its 45 year history, Sumner College has had three presidents: Bill Ellis, who founded the college and served as president for 20 years; Karin Hildum, who served as the college president for 12 years; and Joanna Russell, who took up the task of guiding the institution in 2007 when the change of ownership took place. Board of Directors: Barry Glasser, Jeffrey Woolf, Joanna Russell. Owners: Barry Glasser, Jeffrey Woolf, Joanna Russell.



"I enjoyed every minute of my time at Sumner College. The staff and faculty really cared about us and always went above and beyond".

Amy E ~ LPN Graduate



Security of Campus Grounds

The College is committed to campus safety and security. Currently, the institution does not maintain any special relationship with State and local police and does not have an agreement with those police agencies (such as written memoranda of understanding) to investigate alleged crimes. Parking lots, pedestrian walkways, high-traffic areas, buildings, exterior lighting and grounds are maintained. Doors are secured each evening. Shrubs, trees and vegetation are trimmed regularly by maintenance staff. Members of the campus community are encouraged to report all hazards, exterior lighting deficiencies or grounds problems to maintenance at 503-972.6230.

Campus Safety Service

The campus President provides coordination with local law enforcement. Crimes can also be reported to the Director of Student Services and Dean of Students. In addition, the campus works with local law enforcements as necessary to report or investigate crimes.

Campus Safety and Portland Police

This institution does not employ campus security personnel but encourages both its employees and students to immediately report suspected criminal activity or other emergencies to the nearest available institutional official and/or in the event of emergency to directly contact local law enforcement or other emergency response agencies by dialing 911.

Sumner College and the Portland Police have a history of coordination and cooperation in responding to crime on campus and areas adjacent to campus. Any major crime incidents on campus will be handled by the Portland Police. As a general operating procedure, Portland Police will conduct all investigations and make arrests as the responsible law enforcement jurisdiction.

Crime Prevention and Education

Campus Safety, staff, faculty and students work together on personal safety and preparedness to assist others in time of need. This strategy works! Each individual is responsible for taking basic precautions such as walking in pairs at night, locking office and

car doors, and securing personal valuables when unattended. The Campus Safety Team is always available to meet with individuals, groups and clubs to discuss safety, crime prevention methods and related issues.

Sumner College provides the following crime prevention services:

- Incident and crime reports
- Crime information and data to local police agencies
- Timely notices of criminal activity

When campus crimes occur, Sumner College will notify the campus community to educate and inform members as a crime deterrent.

Safety Programs and Trainings:

Programs to prevent dating violence, domestic violence, sexual assault and stalking shall be directed at all incoming students and new employees.

All incoming students shall be directed to the Campus Security Report which contains Risk Reduction and Bystander Intervention information during orientation. All students are given a copy of the Campus Security Report upon admission. All incoming employees are directed to the Campus Security Report during new employee orientation and given a copy of the Campus Security Report.

Title IX updates are presented by the Title IX officer to faculty staff and students every fall term of the school year. The Title IX officer shall provide information about personal safety and responsibility and information regarding Crime Reporting during the fall term.

Emergency Notifications

In October 2009, the Department of Education finalized the rules to the Higher Education Opportunity Act amendment that Congress passed in 2008. The changes affected many parts of the original act, but significant changes were put in place that impact emergency management and reporting. Institutions of higher learning must have mass notification plans and provide detailed reports to the Department of Education about campus security and fire safety. There are strict guidelines in place regarding what information must be included in these reports and how the institution should provide access to the reports to current and prospective students and employees.

Timely Warnings

The issuance of timely warnings on campus satisfies the Clery Act for the purposes of reporting an ongoing threat to the campus community. If there is a crime with an element of a continued threat to the safety of campus faculty, staff, students or visitors, a timely warning to the campus community will be communicated. The timely warning will be comprised of the initial crime, suspect description (if known), generic victim information where appropriate along with the time and location the crime took place. The timely warning will also include information regarding the continued or ongoing threat to the campus community's safety and precautions to take until the threat is removed or no longer considered a threat to campus.

The timely warning will originate from the President. The timely warning can also originate from office of the Director of Student Services. The timely warning will be released through Sumner College student and employee e-mail addresses along with campus-wide notifications through Human Resources on campus. Timely warnings can also be found on Sumner College's Website. Updates to the Timely Warning will also be found on all of the same locations mentioned under this heading when new or updated information is confirmed and released.

Sumner College Alert System

Sumner College has implemented the Sumner-Alert system to alert the on-campus and off-campus community to an emergency situation.

It is our hope that this information will insure and assist in having the best experience possible with the college as a student, faculty member, staff member or visitor. It is our mission to assist the campus community in providing a safe and secure environment in pursuing educational or work experiences.

The Alert notification system enables the college to contact the Sumner College community in the event of an emergency by sending messages to preferred electronic devices. These devices include:

- Cell Phone
- E-mail Update
- Phone (land line)

Other methods may be used to notify the campus community of various emergency events that may impact students, staff, faculty and visitors of Sumner College:

- Sumner College Website
- Sumner College social media pages (e.g., Facebook)
- Runner

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

How Alert Works

We are committed to providing a safe learning environment for its students, faculty, staff and administrators. With this commitment comes a responsibility to notify the campus community of emergency situations if they arise on the Sumner College Campus. Sumner-Alert fulfills this commitment with emergency information available to the campus community and by providing emergency information and notification to a large scale of persons on campus and the larger outlying community. Sumner-Alert will provide emergency information without delay to the campus community and beyond once an emergency situation or threat is confirmed and the appropriate officials on campus are notified for purposes of emergency response and possible evacuations.

In the event that Sumner College receives a confirmed significant emergency or dangerous situation involving an immediate threat to the health or safety of students or employees at or near the Sumner College Campus, a Sumner College official that is recognized as an emergency information provider will confirm the given emergency through other emergency channels on or off campus. These "other channels" may include but not be limited to the following: such as

- Portland Police Bureau,
- Oregon State Police,
- Multnomah County Sheriff's Office,
- Multnomah County Health Department,

- Department of Homeland Security
- other legitimate off-campus emergency response and/or law enforcement agencies

When the emergency is confirmed and the scope of the emergency is determined (campus-wide, section of campus one building etc.), the emergency information officer will enter the alert on Sumner College's alert network server. The mass notification System will automatically send the alert message to various relay points of delivery to be dispersed to those persons that have signed up and/or updated their emergency information on the Sumner-Alert system. The alert is then delivered to landlines, cellular phones and through e-mail accounts.

In the event that an on-going emergency at or near the Sumner College campus has follow-up information to be disseminated, the same process will be used to update the emergency alert information through Sumner-Alert. Reasons for an updated Sumner-Alert message would include but not be limited to further detailed information on the emergency, changes in location of the emergency, the emergency being deemed contained, concluded or no longer a threat.

In the event of an emergency, primary phone numbers and e-mail accounts will be used for contact. Add a cell phone, a secondary e-mail address or an alternate phone to update personal profiles. Information for parents, spouses or friends to contact in case of a campus emergency can also be added to a personal profile.

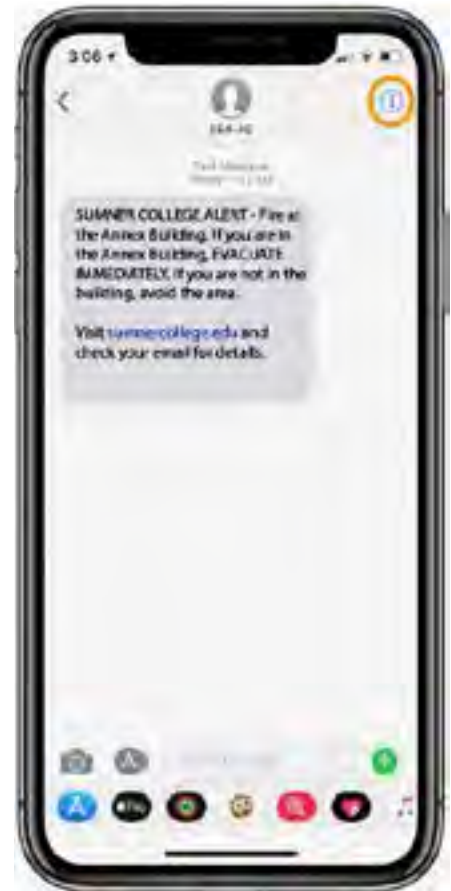
The College will utilize the number provided by the student for testing and in the event of an actual emergency.

How Sumner-Alert Will Be Used

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

- Campus Closings
- Building emergencies
- Potential life-threatening situations on campus
- Extreme weather conditions
- Activation of Emergency Response teams

Depending on the device of choice, a text message will appear similar to this:



E-mail: Sumner-Alert (do not reply)

Sumner-Alert was established and initially tested on Staff and students. More tests of this emergency notification system are coordinated to occur at least two times through each subsequent academic year.

Persons with updated profiles will be notified of the testing via their electronic device of choice described in the text. The audible or electronic message will clearly state that a test message has been transmitted.

**FOR MORE INFORMATION, PLEASE CONTACT
JRUSSELL@SUMNERCOLLEGE.EDU**

Sumner Alert Testing

Sumner College will test the Emergency Alert system at least once per calendar year. The outcome shall be reported by or to the Campus President. The report shall document a description at the exercise, date and time, whether the test was announced or unannounced, outcome and recommendation for improvement. The Campus President shall retain this report.

Risk Reduction

Risk reduction means options designed to decrease perpetration and to increase empowerment for victims and active bystanders in order to promote safety and to help individuals and communities address conditions where there is the potential for violence or the potential escalation of violence. With no intent of victim blaming and recognizing that only abusers are responsible for their abuse, the following are some strategies to reduce one's risk of sexual assault or harassment (taken from Rape, Abuse & Incest National Network, www.rainn.org)

1. Be aware of your surroundings. Especially if you are new to campus it is important to know where you are and who is around you. This may help you to find a way to get out of a bad situation.

2. Avoid giving out your contact information too soon. Take time to get to know people before giving out private information.

3. Try to avoid isolated areas. It is more difficult to get help if no one is around.

4. Walk with purpose. Even if you don't know where you are going, act like you do.

5. Trust your instincts. If a situation or location feels unsafe or uncomfortable, it probably isn't the best place to be. If you see something suspicious, call 911 immediately.

6. Try not to load yourself down with packages or bags as this can make you appear more vulnerable.

7. Make sure your cell phone is with you and charged. It is a good idea to program emergency numbers into your phone, so you can contact help quickly if necessary.

8. Don't allow yourself to be isolated with someone you don't trust or someone you don't know.

9. Avoid putting music headphones in both ears so that you can be more aware of your surroundings, especially if you are walking alone.

10. When you go to a social gathering, go with a group of friends. Arrive together, check in with each other throughout the evening and leave together. Knowing where you are and who is around you may help you to find a way out of a bad situation.

11. Don't leave your drink unattended while talking, dancing, using the restroom or making a phone call. If you've left your drink alone, just get a new one.

12. Don't accept drinks from people you don't know or trust. If you choose to accept a drink, go with the person to the bar to order it, watch it being poured, and carry it yourself. At parties, don't drink from the punch bowls or other large, common open containers.

13. Watch out for your friends, and vice versa. If a friend seems out of it, is way too intoxicated for the amount of alcohol they've had or is acting out of character, get them to a safe place immediately.

14. If you suspect you or a friend has been drugged, contact law enforcement immediately (local authorities can be reached by calling 911 in most areas of the U.S.) be explicit with doctors so they can give you the correct tests (you will need a urine test and possibly others.)

15. If you need to get out of an uncomfortable or scary situation, here are some **things that you can try:**

- a. **Remember that being in this situation is not your fault.** You are not to blame; it is the person who is making you uncomfortable that is to blame.
- b. **Be true to yourself.** Don't feel obligated to do anything you don't want to do. "I don't want to" or "no" is always a good enough reason. Do what feels right to you and what you are comfortable with.
- c. **Have a code word** with your friends or family so that if you don't feel comfortable you can call them and communicate your discomfort without the person you are with knowing. Your friends or family can then come to get you or make up an excuse for you to leave.
- d. **Lie.** If you don't want to hurt the person's feelings it is better to make up a reason to leave than to stay and be uncomfortable, scared or worse. Some excuses you could use are: needing to take care of a friend or family member, not feeling well, having somewhere else that you need to be, etc.

16. Try to think of an escape route. How would you try to get out of the room? Where are the doors? Windows? Are there people around who might be able to help you? Is there an emergency phone nearby?

17 If you and/or the other person have been drinking, you can say that you would rather wait until you both have your full judgment before doing anything you may regret later.

Active Bystander Intervention

Campus Safety is a Shared Responsibility

Campus safety at Sumner College involves students, faculty and staff. It is Sumner College's desire to create and promote an open environment that encourages learning and freedom among all who attend or visit the college. Your safety is an important part of your educational and occupational experience.

If you have information or questions,

call 503.972.6230

If you see or suspect a crime in progress within the campus boundaries or adjacent properties, report it immediately to the Portland Police 911 Emergency Services by calling 911.

Everyone needs to be an active member of our campus community to report crimes and point 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 Campus Safety. Students may also report concerns to a campus administrator.

**IF YOU SEE SOMETHING,
SAY SOMETHING**

Sumner College promotes a culture of community accountability where students and employees alike take action to prevent and intervene in safe ways. Research has shown that, on the average, third parties (individuals who are neither the victims nor the perpetrators of violence) prevented injuries in 1.2 million violence victimizations annually between 1993 and 1999 (Planty, 2002). The term "bystander" is used to describe these third parties. An engaged bystander is someone who intervenes before, during or after a situation when they see or hear behaviors that promote sexual violence.

What is Bystander Intervention?

Bystander intervention includes:

- Recognizing situations of potential harm.
- Understanding institutional structures and cultural conditions that facilitate violence, overcoming barriers to intervening, identifying safe and effective intervention options, and taking actions to intervene.
- Risk reduction: options designed to decrease perpetration and bystander inaction, and to increase empowerment for victims in order to promote safety and to help individuals and communities address conditions that facilitate violence

Examples of Bystander Intervention:

We may not always know what to do when a situation occurs but there are options to help. Below is a list of some of the ways to be an active bystander. If you or someone else is in immediate danger, dial 911.

This could be when a person is being physically or emotionally abusive toward another, and it is not safe for you to intervene or interrupt. There are many ways you can help by safely taking a stance. Don't do anything that will put you in danger of harm however, these may be ways you can intervene safely:

The Divider: step in (safely) and separate those involved.

The Disrupter: divert attention from the situation, feign an illness, tell a joke, anything to disrupt and divert attention elsewhere.

The Delegator: get help, call friends, advisors, or coaches, call 911.

Campus Sex Crimes Prevention Act

The federal Campus Sex Crimes Prevention Act of 2000 (CSCPA), which became law Oct. 28, 2000, but which delayed certain provisions until Oct. 28, 2002, 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.

These changes took effect October 28, 2002. 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. These changes took effect October 28, 2002 and this notice has been a requirement beginning with the annual security report due October 1, 2003.

Oregon law was amended in 2005 (HB 2299) to make these requirements effective January 1, 2006. 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. Another law passed in 2005, HB 3486, mandates the posting to a public Internet site of information about predatory sex offenders and dangerous, sexually violent offenders.

Oregon sex offender law again changed in 2019 (HB2045B), which resulted in two new reporting requirements that go into effect January 01, 2021. For the state of Oregon sex offender requirements and other SO information see the following web site: <https://www.oregon.gov/osp/programs/SOR/Pages/offenderinformation.aspx>

How to Obtain Sex Offender Information Oregon State Police

Oregon State Police will provide, upon request, a list (updated monthly) of sex offenders enrolled at, or employed at an institution of higher education. This

list can be obtained by calling the Sex Offender Unit at 503-378-3725. A list of offenders, both on and off supervision, including those posted to the public website and those who are not, can be obtained by calling the Oregon State Police at 503-378-3725 Extension 44429 or by e-mailing a request to Sexoffender.Questions@state.or.us. Most requests are processed within 1 week, however, circumstances may require a longer response time.

- To look up information on predatory sex offenders by name and location: <http://sexoffenders.oregon.gov/>
- Provides a sex offender FAQ section including the definition of "Predatory Sex Offender": <https://www.oregon.gov/osp/programs/SOR/Pages/statuteslaws.aspx#levelingclassification-offenders>
- For information on the sex offender registration program: <http://www.oregon.gov/OSP/SOR/Pages/index.aspx>
- Further questions may be directed to the Oregon State Police Sex Offender Unit: Oregon State Police Sex Offender Registration Unit: 4th Floor, 255 Capitol SE, Salem OR 97310, Phone 503-934-1258, for sex offender questions, or 503-378-3725 for general questions

Additionally, the Vice President will maintain a list of sex offenders who have been required to report their sexual offender status to the institution under federal and/or state law.

Campus Security Authorities

Sumner College encourages the campus community to immediately report crimes or suspicious activity to the Campus Security Authorities to help maintain the safest possible environment for students, faculty, staff, and visitors.

As mentioned throughout and pursuant to the Clery Act, a federal law, the college is required to compile and publish crime statistics in an Annual Security Report. As part of this obligation, members of the college's community who are considered to be Campus Security Authorities are required to report crimes for inclusion as statistics in the college's Annual Security Report.

Who is a Campus Security Authority?

"Campus Security Authority" is a Clery specific term that encompasses certain departments, groups and individual Sumner College 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:**TITLE IX COORDINATORS:****CAMPUS PRESIDENT****CAMPUS VICE PRESIDENT****DEAN OF STUDENTS****CAMPUS SECURITY TEAM**

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.

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.

If you believe that you may qualify as a Campus Security Authority and have not received notification or training, please contact the Title IX Coordinator/Campus President.

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 s/he has as soon as possible.

Sumner College is required to disclose statistics for the following offenses that occur on campus, or in non-campus buildings or property owned or controlled by the college, and public property within or immediately adjacent to campus.

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

If in doubt that a crime is reportable, please err on the side of reporting the matter

Accommodations and Protective Measures Available for Victims

Upon receipt of a report of domestic violence, dating violence, sexual misconduct and/or stalking, Sumner College will provide written notification to students and employees about accommodations available to them, including academic, living, transportation and working situations. The written notification will include information regarding the accommodation options, available assistance in requesting accommodations, and how to request accommodations and protective measures (i.e., the notification will include the name and contact information for the individual or office that should be contacted to request the accommodations.) At the victim's request, and to the extent of the victim's cooperation and consent, the College will work cooperatively to assist the victim in obtaining accommodations. The College is obligated to comply with a victim's reasonable request to make changes to academic, living, working or transportation situations regardless of whether the victim chooses to report the crime to local law enforcement. Examples of options for a potential change to the academic situation may be to transfer to a different section of a class, withdraw and take a class at another time if there is no option for moving to a different section, etc. Possible changes to work situations may include changing working hours. Possible changes in transportation may include having the student or employee park in a different location, assisting the student or employee with a safety escort, etc. To request changes to academic, living, transportation and/or working situations or protective measures, a victim should contact the Title IX Coordinator/Campus President. If the victim wishes to receive assistance in requesting these accommodations, she or he should contact the Title IX Coordinator/Campus President.

Upon receipt of any order of protection, no-contact or restraining order issued by any criminal, civil or Tribal court Sumner College will abide by stipulations within the court order.

Confidentiality

Victims may request that directory information on file with the College be withheld by request to the Registrar's Office. Regardless of whether a victim has opted-out of allowing the College to share "directory information," personally identifiable information about the victim and other necessary parties will be treated as confidential and only shared with persons who have a specific need-to-know, i.e., those who are investigating/adjudicating the report or those involved in providing support services to the victim, including accommodations and protective measures. By only sharing personally identifiable information with individuals on a need-to-know basis, the institution will maintain as confidential, any accommodations or

protective measures provided to the victim to the extent that maintaining such confidentiality would not impair the ability of the institution to provide the accommodations or protective measures. The College does not publish the name of crime victims or other identifiable information regarding victims in the Daily Crime Log or in the annual crime statistics that are disclosed in compliance with the Jeanne Clery Disclosure of Campus Security Policy and Campus Crime Statistics Act. Furthermore, when a Timely Warning Notice is issued, including on the basis of a report of domestic violence, dating violence, sexual assault or stalking, the name of the victim and other personally identifiable information about the victim will be withheld. The College reserves the right to notify parents/guardians of dependent students regarding any health or safety risk, or a change in student status. The Crime Log can be viewed by request to a school administrator

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individuals on a need-to-know basis, the institution will maintain as confidential, any accommodations or protective measures provided to the victim to the extent that maintaining such confidentiality would not impair the ability of the institution to provide the accommodations or protective measures. The College does not publish the name of crime victims or other identifiable information regarding victims in the Daily Crime Log or in the annual crime statistics that are disclosed in compliance with the Jeanne Clery Disclosure of Campus Security Policy and Campus Crime Statistics Act. Furthermore, when a Timely Warning Notice is issued, including on the basis of a report of domestic violence, dating violence, sexual assault or stalking, the name of the victim and other personally identifiable information about the victim will be withheld. The College reserves the right to notify parents/guardians of dependent students regarding any health or safety risk, or a change in student status. The Crime Log can be viewed by request to a school administrator.



Student Safety

is important to us.

If You Are Sexually Assaulted For Students:

Remember that you are not to blame--no one deserves to be sexually assaulted.

**IMMEDIATELY CONTACT ONE OF THE
FOLLOWING OFFICES:
DIRECTOR OF STUDENT SERVICES: 503.972.6230
PORTLAND POLICE: 911**

Victims have the right to decline reporting the crime to authorities if they choose. 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 you clarify your options.

Due to the importance of preserving evidence, Sumner College will communicate the importance to the victim to 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. Preservation of evidence may assist in proving an alleged offense occurred or may be helpful in obtaining an order of protection and therefore time is of the essence.

Sumner College does not offer on-campus victim's services; however, all students are encouraged to contact the student services department to receive information on services available in the community. Some of those services include:

1) Domestic Violence Resource Center:

<http://www/dvrc-or.org/>

2) National Center for Victims of Crime:

<https://victimsofcrime.org/>

3) Break the Cycle-:

<https://www.breakthecycle.org/>

4) Community Legal Services:

<http://wwwclsaz.org/>

Contacting the police office does not mean you must press charges. Ask about filing an "informational" (informal) report, which covers the expenses for a rape exam and provides a record of the incident if you later decide to file charges.

Whether or not criminal charges are filed, a campus administrative investigation will be conducted and handled through the Dean of Students/Director of Student Services office if the incident is officially reported to this office. Campus sanctions can be imposed regardless of the criminal investigation.

If You Are Sexually Assaulted For Employees:

Remember that you are not to blame -no one deserves to be sexually assaulted.

**IMMEDIATELY CONTACT ONE OF THE FOLLOWING OFFICES:
DIRECTOR OF STUDENT SERVICES: 503.972.6230
PORTLAND POLICE: 911**

- Talk to someone you trust about the incident--a good friend, a family member, and/or a member of the college community. Talking to someone can help you clarify your options.

- Due to the importance of preserving evidence, Sumner College will communicate the importance to the victim to 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.

- Contacting the police department does not mean you must press charges. Ask about filing an "informational" (informal) report, which covers the expenses for a rape exam and provides a record of the incident if you later decide to file charges.

General Medical Attention

You can receive medical attention from the following areas:

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>

AFC NE URGENT CARE

7033 NE Sandy Blvd, Portland, OR
Provides urgent care walk-in appointments.
Phone: 503-451-6319

<https://afcurgentcareportland.com/>

Assistance for Victims – Rights and Options

Regardless of whether a victim elects to pursue a criminal complaint, the College will assist victims of sexual assault, domestic violence, dating violence, and stalking and will provide each victim with a written explanation of his/her rights regardless whether the offense occurred on or off campus. Such written information will include:

- The procedures victims should follow if a crime of dating violence, domestic violence, sexual assault or stalking has occurred;
- Information about how the institution will protect the confidentiality of victims and other necessary parties;
- A statement that the institution will provide written notification to students and employees about victim services such as existing counseling, health, mental health, victim advocacy, legal assistance, visa and immigration assistance, student financial aid and other services available within the institution and in the community;
- A statement regarding the institution's provisions about options for, available assistance in, and how to request accommodations and protective measures; and
- An explanation of the procedures for institutional disciplinary action

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 if pressing charges is the victim's

Immediate Counseling Options

The Clackamas County Crisis Line

available for advocacy and consultation
The 24-hour hot line is 503.655.8585
(ask to speak to a crisis counselor)

The Multnomah County Crisis Line

503.988.4888

Washington County Crisis Line

503.291.9111

US Government

<http://changingourcampus.org/about-us/not-alone/>

Campus Safety

541.855.1111

(Availability after business hours)

The RAINN

(Rape, Abuse and Incest National Network)
1.800.656.HOPE(4673)

www.rainn.org

course of action. Campus Safety will assist in reporting to the Portland Police Office. 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 look over the added website for more information on sexual assault exams/rape kits

<https://www.rainn.org/get-information/sexual-assault-recovery/rape-kit>

Professional and Pastoral Counseling

When acting in their official capacity, professional and pastoral counselors are not required to report crimes for inclusion in the annual disclosure of crime statistics under 20 U.S.C. Section 1092(f). Professional and pastoral counselors are encouraged, if and appropriate.

Campus Security Awareness & Crime Prevention

Building Access and Safety

The campus is open Monday through Friday, 7:30 a.m. to 6:30 p.m. The building is locked after evening activities are completed.

Unauthorized entry to, or use of, the college 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 staff of your entry time and location. This is for your safety.

General Safety

No college 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.

There is no easy way to stop campus crime. However, to reduce risks, Sumner College has initiated the steps described in this report. Sumner College Campus Safety program, directed by the Vice President for Student Affairs through the Campus Safety Director, is a proactive approach incorporating visibility, education, prevention and immediate response to campus incidents.

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, but 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 911.
- If being followed, go to a populated area.
- Be alert to any suspicious persons or vehicles.
- Carry a fully charged cell phone with emergency numbers preprogrammed

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, like this: **OR123456DL**
- Keep a written record of all personal valuables, including descriptions and serial numbers. It is evidence that the property belongs to the rightful owner.

Office Security

- Never leave purses, wallets, or other valuables unattended. Lock them in a drawer or closet, or carry them.
- Do not leave keys unattended, and do not loan out college keys.
- Request authorization from persons asking for confidential information or from delivery or repair people who want to enter an area restricted to employees.

Keys

Employees of the Campus are issued a card key to help access their place of business on campus. If a card key is lost, misplaced or stolen, it should be reported to the Vice President immediately. Campus card keys may not be duplicated, transferred or loaned to others. Report all lost keys immediately.

Key Control

- Those responsible for office keys should not leave them unattended, in plain sight on a desk, or in a top drawer where they could be taken or copied easily.
- Give keys only to those who have a legitimate need and make sure they are returned.
- If keys are lost or stolen, notify Andy Hunt in HR immediately at 503.972.6230.

Parking Safety

- Lock vehicles at all times.
- When returning to a vehicle, have the keys out while approaching. Check the interior before getting inside.
- Notify Campus Safety immediately of any suspicious people loitering in the parking lot.
- Remove all valuables from vehicles. Leave them at home, carry them, or lock them in the trunk.

Campus Safety Procedures

Evacuation

- All building occupants are required to evacuate when the fire alarm sounds or upon the order of an authorized College official.
- If time permits, stabilize lab procedures and unplug or disable any device that could make a dangerous situation even worse.
- Move to the closest exit in a safe and orderly manner. Take personal belongings with you if time permits.
- Once outside, stay a minimum of 100 feet away from the building. Stay out of the traffic lanes. Notify emergency responders of any trapped, especially anyone with a physical disability who cannot evacuate.
- Do not enter the building for any reason until emergency responders, police, or College officials deem it safe to reenter.

Evacuating the Disabled

- Pre-Planning is Important. If you may need assistance evacuating in an emergency, advise your Campus President.
- Evaluate your need to identify yourself as someone who requires assistance. Some people who may need assistance have no visible disability.
- Master the skill of giving quick information on how best to assist you. Be clear and concise. If you have difficulty speaking, consider using a carry-with-you preprinted message.
- Establish a personal network consisting of people who are regularly in the same area as you. Do not depend on just one person as they may not always be available. Assess your own abilities and communicate your capabilities and limitations to those in your network.
- Determine all evacuation options and prioritize them (e.g., consider the pros and cons of being carried, etc.). Plan for a variety of conditions (e.g., how to evacuate if you and/or your helpers are injured, etc.).

Earthquakes

Taking the proper actions, such as “Drop, Cover and Hold On”, can save lives and reduce the risk of injury. In most situations, you will reduce your chance of injury if you:

- 16 DROP** where you are, onto your hands and knees.

This position protects you from being knocked down and also allows you to stay low and crawl to shelter if nearby.

COVER your head and neck with one arm and hand. If a sturdy table or desk is nearby, crawl underneath it for shelter. If no shelter is nearby, crawl next to an interior wall (away from windows). Stay on your knees; bend over to protect vital organs.

HOLD ON until shaking stops. Under shelter: hold on to it with one hand; be ready to move with your shelter if it shifts. No shelter: hold on to your head and neck with both arms and hands.

INDOORS: Drop, Cover and Hold On. Avoid exterior walls, windows, hanging objects, mirrors, tall furniture, large appliances and cabinets with heavy objects or glass. However, do not try to move more than 5 to 7 feet before getting on the ground. Do not go outside during shaking! The area near the exterior walls of a building is the most dangerous place to be. Windows, facades and architectural details are often the first parts of the building to break away. If seated and unable to drop to the floor, bend forward, Cover your head with your arms, and Hold On to your neck with both hands.

OUTDOORS: Move to a clear area if you can safely do so; avoid power lines, trees, signs buildings, vehicles and other hazards. Then Drop, Cover and Hold On. This protects you from any objects that may be thrown from the side, even if nothing is directly above you.

Fire Safety

If you discover or suspect that there is a fire, pull the nearest fire alarm and exit the building. Make an attempt 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.

in the event of a fire on campus:

- Activate the fire alarm system by pulling a fire alarm station on your way out of the building.
- If time permits, take your personal items

with you.

- If time permits, stabilize lab procedures and unplug or disable any device that could make a dangerous situation even worse.
- Leave the building via the nearest exit. Warn others as you leave.
- Close doors behind you as you leave.
- If trapped, keep the doors closed and place cloth under them to keep out smoke.
- Once outside, stay a minimum of 100 feet away from the building. Stay out of the traffic lanes. Notify emergency responders of any trapped, especially anyone with a physical disability who cannot evacuate.
- Do not enter the building for any reason until emergency responders, police, or the Campus President deems it safe to reenter.

In a Threatening Situation

- If physically attacked, attract attention by yelling loudly or using a whistle.
- If using self-defense tactics or equipment such as pepper spray, run away as soon as the attacker is disabled. This suggestion would be for an off-campus application as pepper spray is not permitted on campus by Sumner College policy. This policy further defines weapons by Oregon Revised Statute (ORS) 166.360 which includes mace, tear gas and pepper mace or any similar deleterious agent.
- Decide what to do in various situations before they occur. Try role-playing with a friend.
- If confronted by someone who only wants property, give it to them.
- Try to get an accurate description of the assailant. If a vehicle is involved, get the license number and call 911.

When crimes occur on campus, Campus Safety informs the campus community members so they can take precautions to avoid becoming victim of crimes, or so they may aid in the solving of crimes. Contact Campus Safety for more information.

- Bystander intervention

Lock Down

An imminent threat of violence may be cause for a lock down on all or part of the campus. The orderly lock down of a building during an emergency depends on early warning and student, faculty, and

staff awareness of proper lock down procedures. The goal is to limit exposure of students, faculty, and staff to danger by preventing dangerous persons from entering the building.

IF A LOCK DOWN IS ORDERED:

- Stay inside! Do not leave the building unless an imminently dangerous situation arises inside. If outside, seek shelter in the nearest building. Take shelter in a lockable room, if possible. If the office or classroom does not lock, the occupant(s) should barricade the door with a secure object (i.e., desk, etc.) until given the "all clear".
- Avoid being seen from the outside, if possible, and turn out all lights.
- Monitor text and email alerts for updates and further instructions. A description of the threat will be disseminated as soon as possible using these methods.
- Report any emergency or unusual condition to the Campus President.
- Use discretion in admitting anyone into a secured building. Require all backpacks and other bags be left outside at least 30 feet from the building. Require all persons seeking shelter to open all outer garments for visual inspection before allowing entry.
- Do not leave a secure location until receiving an "all clear" from a police officer, emergency responder, or the Campus President.

Reporting a Crime

CALL 911 AS SOON AS IT IS SAFE TO DO SO.

In the event of a crime or emergency, contact 911. This number will reach the Portland Police 911 Dispatch Center. Crimes can also be reported to the following persons or offices:

- Sumner College @ 503.972.6230
- Title IX Coordinator/Campus Security Authority @ 503.972.6230

Active Shooter

Quickly determine the best way to protect your life.

Run

- Have an escape route and plan in mind.
- Leave your belongings behind.
- Keep your hands visible to responding police **17**

officers.

Hide:

- Hide in an area out of the active shooter's view.
- Block entry to your hiding place and lock doors.
- Silence mobile phones.

Fight:

- As a last resort and only when your life is in imminent danger.
- Attempt to incapacitate the shooter.
- Act with physical aggression. Throw items at the shooter, if possible. If available, discharge the fire extinguisher aiming at the shooter's eyes and nose.

Bomb Threat

Bomb threats usually come by telephone. If you receive a bomb threat call, remain calm and obtain as much information as possible from the caller:

- When will the bomb explode?
- What kind of bomb is it?
- What will cause it to explode?
- Where is it right now?
- What does it look like?
- Did you place the bomb? If not you, then who?
- Why did you place the bomb?
- How many bombs are there?
- What is your name and address?
- Call 911 and inform the Campus President immediately. Describe the caller's voice, any background noises you heard, and the exact wording of the message.
- Do not touch suspicious packages. Inform the police of any suspicious packages, items, or people in the area.
- Follow instructions from first responders in regards to evacuation.

Medical Emergencies

- Do not move a seriously injured person unless there is a life-threatening situation.
- Dial 911 and give your name, location, and

telephone number.

- Give as much information as possible regarding the nature of the injury or illness (e.g., whether or not the victim is conscious, etc.).
- Do not hang up until directed to do so by the emergency operator.
- Return to the victim; administer first aid (if you know how); keep the victim as calm and comfortable as possible.
- Remain with the victim.
- Notify the Campus President.

Hostage Situation

If You Hear Or See A Hostage Situation:

Immediately remove yourself from any danger and call 911. Provide them with the following information:

- Location and room number of the incident.
- Number of possible hostages and hostage takers.
- Physical description and name of hostage takers, if known.
- Any weapons the hostage takers may have.
- Your name, location, and phone number.

If You Are Taken Hostage

- Remain calm, be polite, and cooperate with your captors.
- DO NOT attempt to escape unless there is an extremely good chance of survival. It is safer to be submissive and obey your captors.
- Speak normally. DO NOT complain and avoid being belligerent or argumentative.
- DO NOT draw attention to yourself with sudden body movements, statements, comments, or hostile looks.
- Observe the captors and try to memorize their physical traits, voice patterns, clothing, or other details that can help provide a description later.
- Avoid getting into political or ideological discussions.
- Try to establish a relationship with your captors and get to know them. Captors are less likely to harm you if they respect you.
- If forced to present terrorist demands to authorities, either in writing or on tape, state clearly that the demands are from your captors. Avoid making a plea on your own behalf.

- Try to stay low to the ground or behind cover from windows or doors, if possible.

In a Rescue Situation

- DO NOT run. Drop to the floor and remain still. If that is not possible, cross your arms, bow your head, and stay still. Make no sudden moves that a responder may interpret as hostile or threatening.
- Wait for instructions and obey all instructions you are given.
- Do not be upset, resist, or argue if a rescuer is not sure whether you are a terrorist or a hostage.
- If you are handcuffed and searched DO NOT resist. You will be taken to a safe area where proper identification and status will be determined.

Clery Act Procedures

Sexual Assault Procedures

1. Initial complaint received.
2. Determine if injury exists and if medical treatment is necessary.
3. Contact local law enforcement if a criminal complaint is required.
4. Transfer investigative duties to local law enforcement if required.
5. Complete campus incident report.
6. Provide support information to victim.
7. Coordinate completed report and investigation with local law enforcement.
8. Apply College policies upon completed investigation.

Burglary Procedures

1. Initial complaint received.
2. Determine if injury exists and if medical treatment is necessary.
3. Contact local law enforcement if a criminal complaint is required.
4. Transfer investigative duties to local law enforcement if required.
5. Complete campus incident report.
6. Provide support information to victim.
7. Coordinate completed report and investigation with local law enforcement.
8. Apply College policies upon completed investigation.

Non-Forcible Sexual Offense Procedures

1. Initial complaint received.
2. Determine if injury exists and if medical treatment is necessary.
3. Contact local law enforcement if a criminal complaint is required.
4. Transfer investigative duties to local law enforcement if required.
5. Complete campus incident report.
6. Provide support information to victim.
7. Coordinate completed report and investigation with local law enforcement.
8. Apply College policies upon completed investigation.

Motor Vehicle Theft Procedures

1. Initial complaint received.
2. Determine if injury exists and if medical treatment is necessary.
3. Contact local law enforcement if a criminal complaint is required.
4. Transfer investigative duties to local law enforcement if required.
5. Complete campus incident report.
6. Provide support information to victim.
7. Coordinate completed report and investigation with local law enforcement.
8. Apply College policies upon completed investigation.

Murder and Non-Negligent Manslaughter Procedures

1. Initial complaint received.
2. Determine if injury exists and if medical treatment is necessary.
3. Contact local law enforcement if a criminal complaint is required.
4. Transfer investigative duties to local law enforcement if required.
5. Complete campus incident report.
6. Provide support information to victim.
7. Coordinate completed report and investigation with local law enforcement.
8. Apply College policies upon completed investigation.

Arson Procedures

1. Initial complaint received.
2. Determine if injury exists and if medical treat-

- ment is necessary.
3. Contact local law enforcement if a criminal complaint is required.
4. Transfer investigative duties to local law enforcement if required.
5. Complete campus incident report.
6. Provide support information to victim.
7. Coordinate completed report and investigation with local law enforcement.
8. Apply College policies upon completed investigation.

Negligent Manslaughter Procedures

1. Initial complaint received.
2. Determine if injury exists and if medical treatment is necessary.
3. Contact local law enforcement if a criminal complaint is required.
4. Transfer investigative duties to local law enforcement if required.
5. Complete campus incident report.
6. Provide support information to victim.
6. Coordinate completed report and investigation with local law enforcement.
7. Apply College policies upon completed investigation.

Missing Person Procedures

1. Initial complaint received.
2. Determine if injury exists and if medical treatment is necessary.
3. Contact local law enforcement if a criminal complaint is required.
4. Transfer investigative duties to local law enforcement if required.
5. Complete campus incident report.
6. Provide support information to victim.

7. Coordinate completed report and investigation with local law enforcement.
8. Apply College policies upon completed investigation.

Aggravated Assault Procedures

1. Initial complaint received.
2. Determine if injury exists and if medical treatment is necessary.
3. Contact local law enforcement if a criminal complaint is required.
4. Transfer investigative duties to local law enforcement if required.
5. Complete campus incident report.
6. Provide support information to victim.
7. Coordinate completed report and investigation with local law enforcement.
8. Apply College policies upon completed investigation.

Robbery Procedures

1. Initial complaint received.
2. Determine if injury exists and if medical treatment is necessary.
3. Contact local law enforcement if a criminal complaint is required.
4. Transfer investigative duties to local law enforcement if required.
5. Complete campus incident report.
6. Provide support information to victim.
7. Coordinate completed report and investigation with local law enforcement.
8. Apply College policies upon completed investigation.

*Bias: A preformed negative opinion or attitude toward a group of persons based on their race, gender, religion, disability sexual orientation or ethnicity/national origin. There were no hate crimes reported for the 2017, 2018 or 2019 calendar years.



Sumner College Standard of Conduct and Disciplinary Policies

Standards of Conduct

Disciplinary sanctions as serious as suspension or expulsion from the college 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.

Notice of Nondiscrimination

Sumner College 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, SUMNER COLLEGE
8338 NE ALDERWOOD ROAD
PORTLAND, OR 97220

Hard copies of policies may be requested through the main office.

Prohibited Conduct

The following list describes actions that detract from the effectiveness of a College community and or which students are subject to disciplinary action. **All violations below are also prohibited off-campus and may be adjudicated by the College when the behavior potentially jeopardizes the individuals or community's safety or educational opportunities.**

The entire code of conduct, found in the College Catalog can be found at sumnercollege.edu under "College Catalog."

PROHIBITED CONDUCT INCLUDES, BUT IS NOT LIMITED TO, THE FOLLOWING VIOLATIONS FOR THE PURPOSES OF THE CLERY ACT AND VAWA:

Weapon Possession:

Possessing, using, or storing firearms, explosives (including firecrackers), weapons or dangerous chemicals or other materials on College property or in the course of any College activity, except as specifically authorized under applicable state law. This includes, but is not limited to BB guns, paintball guns, knives, swords, handguns, rifles, or any type of firearm or weapon.

Firearms, Munitions and Explosives

Except as expressly authorized by law or college 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 college property or at college sponsored or supervised activities. Concealed weapons are prohibited, even with an authorized permit. Professional law enforcement officers are the only person permitted to possess firearms on campus.

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.

Physical Violence and Threats of Physical Violence:

Physical violence of any nature against any person, on or off campus and threats of physical violence. This includes fighting; assault; battery; the use of a knife, gun, or other weapon; physical abuse; restraining or transporting someone against his/her will; suicidal or self-harming behavior; or any action that threatens to harm or endangers the physical health or safety of any person or causes reasonable apprehension of such harm. The College will strongly recommend suspension or expulsion for students found responsible for this charge when harm or injury occurs.

Sexual Misconduct:

Sexual misconduct is a broad term encompassing any non-consensual contact of a sexual nature. Sexual misconduct may vary in its severity and consists of a range of behavior or attempted behavior including but not limited to the following examples of prohibited conduct:

- a. **Unwelcome sexual touching/exposure:** The touch of an unwilling or non-consensual person's intimate parts (such as genitalia, groin, breast, buttocks, mouth, or clothing covering same); touching an unwilling person with one's own intimate parts; or forcing an unwilling person to touch another's intimate parts. This also includes indecent exposure and

voyeurism.

- b. **Non-consensual sexual assault:** Unwilling or non-consensual penetration of any bodily opening with any object or body part. This includes, but is not limited to, penetration of a bodily opening without effective consent (including when an individual is intoxicated and unable to provide sober/sound consent) through the use of coercion.
- c. **Forced sexual assault:** Unwilling or non-consensual penetration of any bodily opening with any object or body part that is committed either by force, threat, intimidation or through exploitation of another's mental or physical condition (such as lack of consciousness, incapacitation due to drugs or alcohol, age or disability) of which the assailant was aware or should have been aware.

Effective consent is informed, voluntarily given, mutually understandable words that affirm a willingness to participate in mutually agreed upon sexual activity. Initiators of sexual activity are responsible for obtaining effective consent. Silence or passivity is not effective consent. The use of intimidation, coercion, threats, force, or violence negates any consent obtained. Consent is not effective if obtained from an individual who is incapable of giving consent due to lack of consciousness, age, disability, or incapacitated due to drugs or alcohol.

Sexual Harassment:

Sexual harassment is defined as unwelcome sexual advances, requests for sexual favors and other verbal or physical conduct or communication of a sexual nature when:

- a. Submission to or rejection of such conduct or communication is a term or condition of educational benefits, employment, academic evaluations or opportunities;
- b. Submission to such conduct or communication has the purpose or effect of substantially interfering with a student's education; or

Such conduct is sufficiently severe or pervasive as to have the effect of creating an intimidating, hostile or offensive educational environment or negatively affecting a student's educational opportunities.

Dating Violence:

Dating violence is committed by a person who is or has been in a social relationship of a romantic or intimate nature with another person. The existence of such relationship shall be determined based on a consideration of the following factors:

- Length of the relationship
- The type of relationship

- The frequency of interaction between the persons involved in the relationship

Domestic Violence:

Domestic violence is a pattern of abusive behavior in any relationship that is used by one partner to gain or maintain power and control over another intimate partner. Domestic violence can be physical, sexual, emotional, economic or psychological actions or threats of actions that influence another person.

Discrimination:

Discrimination on the basis of gender, race, age, status as a veteran, sexual orientation, national origin, religion or qualified disability is prohibited.

Disruption or Obstruction:

Disruption or obstruction of normal College or College sponsored or hosted activities, including, but not limited to: studying, teaching, research, College administration or fire, police or emergency services on College premises or at officially arranged College activities off campus.

Failure to Comply:

Failure to comply with the lawful directions of any College employee acting within the scope of their official duties or failure to identify oneself to such a person when requested to do so.

Classroom Disruption:

Classroom disruption is behavior that a reasonable person would view as substantially or repeatedly interfering with the instructor's ability to teach the class or the ability of other students to benefit from the instructional program.

Theft:

Theft, attempted theft or unauthorized possession of property belonging to the College or others on College property.

Property Damage:

Defacement, damage or destruction of property belonging to the College or others on College property.

Unauthorized Tampering of Fire Alarm System:

Misuse or unauthorized use (including tampering) of firefighting, fire sprinkling systems and other safety equipment or warning devices, and failure to evacuate when a fire alarm is activated.

Unauthorized Entry:

Unauthorized entry into, or use of, any College building, facility, vehicle, equipment room or area. This includes unauthorized possession or use of Sumner College keys, computers, lock combinations or other special access codes or passwords.

Threats and Bullying:

Persistent, severe or pervasive verbal abuse, threats, intimidation, harassment, coercion, bullying or

Attempts and Complicity

Attempts to or encouraging others to commit acts prohibited by this code will be sanctioned to the same extent as if one had committed the prohibited act. Apathy or acquiescence in the presence of prohibited conduct may constitute a violation of this policy and may constitute a violation of the policy that prohibits the conduct or behavior.

Interfering with Discipline Process

Interfering with discipline procedures or outcomes, including but not limited to: falsification, distortion or misrepresentation of information before a hearing officer or hearing panel; knowingly initiating a complaint without cause; harassment or intimidation of any member of a hearing panel, witness(es), or College personnel before, during or after a proceeding; failure to comply with the sanction(s) imposed by either a hearing officer or hearing panel.

Sanctions

Students found responsible for violating any of the College's policies may receive disciplinary sanctions. The fundamental principle guiding the imposition of sanctions in the student discipline system is founded in the College's effort to balance upholding community standards with the educational development of its students in addressing individual behavior. The sanctioning regimen is designed to reestablish order while considering the common good, which sometimes necessitates the temporary or permanent removal of the offender. Mechanism within which offenders can reflect upon their actions and their impact on both themselves and restoration of the offender to good standing within the community provided the safety of the community is not jeopardized by the individuals' presence or return. The sanctions listed below are not meant to be exhaustive.

- Warning from the College
- Suspension from the College
- Dismissal from the College

The final determination of the appropriate sanction is done by the Campus Leadership, in combination with the Board of Directors.

Employees found responsible for violating the College's policies may receive disciplinary sanctions that could include a written warning, final written warning and/or dismissal from employment depending on the specific violation of the College's policies. The final determination for employees is decided by the Human Resources department.

Sanctions for Classified Employees

Classified employees found to have engaged in sexual harassment may be subject to disciplinary ac-

tion in accordance with current collective bargaining agreements. If a proven incident of sexual harassment occurs, sanctions in accord with the progressive discipline concept shall be instituted, including written reprimand, suspension, reductions of pay, demotion, and finally, termination of service.

Adjudication of Violations

The College's disciplinary process includes a prompt, fair, and impartial investigation and resolution process from the initial investigation to the final result. In all instances, the process will be conducted in a manner that is consistent with the institution's policy and that is transparent to the accuser and the accused. Usually, the resolution of domestic violence, dating violence, sexual assault and stalking complaints are completed within 60 days of the report. However, each proceeding allows for extensions of timeframes for good cause with written notice to the accuser and the accused of the delay and the reason for the delay. College officials involved in the investigation or adjudication of domestic violence, dating violence, sexual assault and stalking complaints are trained annually on the issues related to domestic violence, dating violence, sexual assault, and stalking as well as how to investigate and hearing process that protects the safety of the victim and promotes accountability. Furthermore,

Sumner policy provides that:

- The accuser and the accused will have timely notice for meetings at which the accuser or accused, may be present;
- The accuser, the accused and appropriate officials will have timely and equal access to any information that will be used during formal and informal disciplinary investigations; The institutional disciplinary procedures will not be conducted by officials who have a conflict of interest or bias for or against the accuser or the accused;
- The accuser and the accused will have the same opportunities to have others present during any institutional investigation. The accuser and the accused each have the opportunity to be advised by an advisor of their choice at any stage of the process and to be accompanied by that advisor to any related meeting or proceeding. The College will not limit the choice of advisor or presence for either the accuser or the accused in any meeting or institutional disciplinary investigation. However, the role of the advisor is limited to consulting and advising his or her advisee, but not speak for the advisee at any meeting or hearing.
- The accuser and the accused will be notified simultaneously, in writing, of the initial, interim and final decision of any disciplinary proceeding; and
- Where an appeal is permitted under the ap-

plicable policy, the accuser and the accused will be notified simultaneously in writing, of the procedures for the accused and the victim to appeal the result of the institutional disciplinary proceeding. When an appeal is filed, the accuser and the accused will be notified simultaneously in writing of any change to the result prior to the time that it becomes final as well as of the final result once the appeal is resolved.

Whether or not criminal charges are filed, the College or a person may file a complaint under the following policies, depending upon the status of the accused (student or employee).

If Sumner College knows or reasonably should know of sexual harassment, to include sexual violence, Sumner College has a duty to investigate. Consequently, whether a victim chooses to cooperate or not should not be the deciding factor for whether or not disciplinary charges are brought against an accused party. If an investigation determines that it is more likely than not that the institution's sexual misconduct policy was violated, then Sumner College may assume the role of the complainant.

Types of disciplinary proceedings...

...unitized in cases of alleged domestic violence dating violence, sexual assault & stalking

The College only uses one type of disciplinary proceedings for domestic violence, dating violence, sexual assault and stalking allegations by using an investigator model. The steps and the decision-making process are outlined in the section below "Investigation and Resolution."

The victim of dating violence, domestic violence, sexual assault or stalking may choose for the investigation to be pursued through the criminal justice system and the Title IX Coordinator, or only the former or the latter. The Title IX Coordinator can guide the victim through the available options and support the victim in his or her decision.

Investigation & Resolution

Title IX Coordinator/Campus President and managers are trained annually on the issues related to domestic violence, dating violence, sexual assault, and stalking and taught how to conduct an investigation and grievance process that protects the safety of the victim and promotes accountability. The training also addresses what constitutes relevant evidence and how it should be used during a proceeding. A refresher is given annually on proper techniques for questioning witnesses and basic procedural rules for investigating. The training also covers the rules on avoiding actual and perceived conflicts of interest.

Upon notice of a potential discrimination or ha-

arrassment situation related to this policy, the Title IX Coordinator will conduct an assessment to determine if the complaint constitutes a potential violation of this policy. If it does not, the complaint will be dismissed (or could be referred to another department if the complaint constituted a violation of another college policy). If the complaint could constitute a violation of this policy, a fair and impartial investigation will be conducted by at least one trained staff member. Charter College reserves the right to employ external investigators if it determines that the investigation would be best conducted in this way.

The investigation will typically include interviewing all involved parties (accused, victim, witnesses) and the collecting of any documentation or evidence relevant to the allegation. Upon completion of the investigation, the investigator and the Title IX Coordinator shall meet to determine if the investigation is complete. If the investigation is complete, the investigator will meet with the victim and respondent separately after fact-finding but before a finding of responsibility and advise them of the facts that will be used in determining if it was more likely than not that the respondent violated this policy. The parties will be offered an opportunity to correct any information that is factually inaccurate or to present any new information to the investigator at this time. If new information is presented that prompts the need for further investigation, the investigator will complete it based on the new information shared. If no further investigation needs to occur, the investigator will provide the final report to the Title IX Coordinator.

The investigator will include in their findings their determination of whether or not it is more likely than not that the respondent violated this policy and will include that rationalization in the report, which will be shared with the Title IX Coordinator. The victim and respondent are permitted to bring, at their expense, an advisor of choice to any meeting or disciplinary proceeding in which they are required to be present. An advisor of choice means any person who the victim or respondent chooses to bring to advise, counsel, or support them. Charter College permits an advisor of choice, however, strictly controls the role of such advisor. An advisor may not speak to anyone other than his or her advisee, may not ask questions of the administrator, investigator, or witnesses, and may in no way interfere with the meeting or proceeding in which they are attending. At any point, Charter College may remove an advisor if it is determined that the advisor is being disruptive to the process. If at the conclusion of the investigation the investigator has determined that it is more likely than not that sexual misconduct occurred in violation of this, the following will occur:

- If the accused party is a student, the Title IX Coordinator will confer and decide on the appropriate sanction. After determining the sanction, the

Title IX Coordinator will issue the finding, the reason for the finding and the associated sanctions in writing simultaneously to the victim and respondent. The Title IX Coordinator will impose the sanctions as identified, which include options such as undergoing Title IX education and prevention program; Title IX training assignment/research paper, apology letter, community service, presentation, loss of privileges, including possible exclusion from participating in school related events; probation, no contact with the victim; suspension or expulsion from Charter College.

- If the accused party is an employee, the Title IX Coordinator and/or Chancellor will confer with the Human Resources department and decide on the appropriate sanction. After determining the sanction, the Title IX Coordinator or Chancellor will issue the finding, the reason for the finding and the associated sanctions in writing simultaneously to the victim and respondent. Human Resources will impose the sanctions as identified by the Title IX Coordinator or Chancellor, which could include undergoing Title IX education and prevention program, apology letter, community service, probation, no contact with the victim; suspension or termination of employment.

The Title IX Coordinator and Sumner will routinely confer on all cases to ensure consistent application of this policy. Sumner College reserves the right to bring complaints forward against a student or employee and to act as the victim for purposes of this policy. Further, a victim need not be a member of the Sumner College community.

The standard of proof used to determine whether or not a violation of this policy has occurred is a preponderance of evidence, which means it is more likely than not the misconduct occurred, to have a finding of responsibility.

Typically, the investigation, resolution, and appeal will not exceed 60 days although Sumner College reserves the right to exceed this time-frame in order to conduct a thorough investigation. If the investigation does or is anticipated to exceed 60 days, Charter College will notify the victim and respondent in writing and will advise them of the reason for the delay and the anticipated time-frame for the completion of the investigation.

The outcome/finding, the rationalization for the finding, and the sanctions imposed, if any, shall be conveyed to the victim and respondent simultaneously and in writing as noted above via the Charter College email system and will be delivered via certified/registered US Mail at the same time. Both the victim and the respondent have a right to appeal the finding or non-finding of responsibility or the associated sanction. Sumner College will simultaneously notify, in writing, both the victim and the respondent, of the institution's procedures for the respondent

and the victim to appeal the result of the institutional disciplinary proceeding. Appealing the finding of responsibility or non-responsibility must be based on a process error, (i.e., a procedural error, not that the party didn't feel the resolution or sanction was appropriate) or the discovery of new evidence. Both parties will have five business days from notification to appeal in writing to the next level of authority, whose decision is final:

SUMNER COLLEGE BOARD
8338 NE ALDERWOOD ROAD
SUITE #100
PORTLAND, OR 97220

Both individuals will be informed in writing and simultaneously of any change to the results that occur prior to the time that such results become final and when such results become final. The victim will be notified of any sanctions/outcomes that are specific to the victim (e.g., respondent has interim suspension and is ordered by the institution to have no contact with the victim).

False Reports

The College recognizes that sexual harassment frequently involves interactions between persons that are not witnessed by others or cannot be substantiated by additional evidence. Lack of corroborating evidence or "proof" should not discourage individuals from reporting sexual harassment under this policy. However, making false charges of sexual harassment is a serious offense. If a report is found to have been intentionally false or made maliciously without regard for truth, the claimant will be subject to disciplinary action. This provision does not apply to reports made in good faith, even if the facts alleged in the report cannot be substantiated by an investigation.

Retaliation:

Sumner College will not tolerate retaliation against a person who, acting in good faith, brings a complaint forward. Retaliation against an individual who has brought a complaint forward, or against an individual who has participated in an investigation, is prohibited.

Reporting Contact Information

Students and employees may contact the Title IX Coordinator with any questions related to this policy. In addition, the U.S. Department of Education Office for Civil Rights ("OCR") investigates complaints of unlawful harassment of students in educational programs or activities. This agency may serve as a neutral fact finder and will attempt to facilitate the voluntary resolution of disputes with the parties. For more information, visit the OCR website at: <http://www.hhs.gov/ocr/>. To the extent that an employee

or contract worker is not satisfied with the College's handling of a complaint, he or she may also contact the appropriate state or federal enforcement agency for legal relief.

Admission Clearances for Suspended or Convicted Students

The Office of Admissions forward applications for admission to the Office of Student Affairs when potential students have been convicted of a felony or suspended from an institution. These potential students require a clearance for further admission consideration and must provide additional information as requested to Office of Student Affairs. Students may be granted provisional admission with conditions to meet in order to be fully admitted to the College. The final decision regarding admission rests with the Office of Admissions using normal academic criteria. Sumner College typically upholds current suspensions from other institutions.

Readmission Requirements for Students Suspended for Disciplinary Reasons

Students who have been suspended from Sumner College for disciplinary reasons will be required to receive a clearance from Office of Student Affairs before they will be readmitted. The Office of Admissions will forward such applications to Office of Student Affairs for review and additional information may be requested. Students may be provisionally cleared for readmission consideration with or without special conditions.

Drug Free School and Workplace Programs

Sumner College complies with the provisions of the federal Drug Free Workplace Act of 1989 and the Drug Free School and Communities Act Amendments of 1990. Sumner College 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 College functions, or for mandatory referral to approved rehabilitation, assistance programs. Copies of the Sumner College's policy statements are available on the Sumner College Website:

www.sumnercollege.edu

Drug Policy:

Illegal use, possession, sale, distribution, cultivation or manufacture of any state or federally controlled drug, substance or paraphernalia. Inhaling or ingesting any substances (e.g., nitrous oxide, glue, paint, etc.) that will alter a student's mental state is also prohibited. **Marijuana:** Possession (in any form) and consumption, including but not limited to smoking, eating, or oils, is prohibited by federal law. Although Oregon has legalized marijuana for medicinal use

and recreational use (for individuals 21 years of age or older), it is prohibited on the campus because marijuana is not legal under federal law and the College is required to comply with federal law. Possession/consumption by individuals under 21 will be subject to the campus conduct process as well as law enforcement actions; violations by individuals over 21 will be subject to the campus conduct process.

Alcohol Policy:

Consumption, possession, distribution, sale and the serving of alcoholic beverages on College premises or at college-sponsored activities regardless of age, except as expressly permitted by College policy is prohibited. Public intoxication, driving under the influence of alcohol, actual physical control of a vehicle while under the influence of alcohol, providing alcohol to minors, permitting any individual under 21 years of age to possess or consume alcohol, transporting an open container of alcohol, driving while impaired, incapacitation, possession or use of a fake ID, or being underage in possession of alcohol on or off campus are also violations of this policy. Students are expected to know and abide by all applicable laws regarding the consumption of alcoholic beverages.

Alcohol and Drug Policy

The campus is designated as "Drug-Free." Sumner College 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 lifestyle. Possession, consumption or furnishing alcoholic beverages on campus is prohibited. The illegal possession, sale, use, manufacturing, or distribution of any controlled substance is illegal under both state and federal laws. Enforcement of State and Federal drug laws are strictly enforced by law enforcement agencies including the Portland police department. Violators are subject to Sumner College disciplinary action, criminal prosecution, fine and imprisonment.

Oregon Revised Statutes dealing with drugs may be found here:

https://www.oregonlegislature.gov/bills_laws/ors/ors475.html

The use, possession, sale, giving or exchanging of illegal drugs or controlled substances is prohibited on campus by state law and college policy. Persons violating these prohibitions are subject to discipline and corrective intervention by the college, including possible suspension, expulsion and filing of criminal charges. Health risks associated with misuse and abuse of mind-altering drugs, controlled substances and alcohol include, but are not limited to, diminished immunity; physical and psychological dependence; brain, pancreas, kidney and lung damage; high blood pressure; heart attack; strokes; ulcers; birth defects; and death.

The campus will provide to each student upon enrollment a separate, clear and conspicuous written notice with information on the penalties associated with drug related offenses. The possession, sale or the furnishing of alcohol on campus is governed by the Code of Student Conduct found in the catalog. The Code of Student Conduct states that students will be held accountable for the use of alcoholic beverages or controlled substances on College or externship property, including the purchase, consumption, possession, or sale of such items. The National Minimum Drinking Age Act of 1984 required all states to raise their minimum purchase and public possession of alcohol to age 21.

A student committing this violation shall receive a written warning concerning the misconduct and is subject to disciplinary action up to and including immediate suspension or dismissal, criminal prosecution, fine and/or imprisonment. Students dismissed for conduct violations will not be readmitted. The possession, sale, manufacture or distribution of any controlled substance is illegal under both state and federal laws.

In conjunction with the campus security bi-annual in-services, the campus will address the Drug and Alcohol Prevention program that was implemented to determine the following:

- The number of drug and alcohol-related violations and fatalities that occur on the campus or as part of any of the campus activities must be reported to campus officials, and
- The number and type of sanctions that are imposed by the campus as a result of drug and alcohol related violations and fatalities on the campus or as part of any of the campus activities.

Note: Additional information is available within the Employee Handbook for campus personnel.

The campus must provide a timely notice to each student who has lost eligibility for any grant, loan, or work-study assistance as a result of penalties in a separate clean, and conspicuous written notice that notifies the student of the loss of eligibility and advises the student of the ways in which to regain eligibility. If the student successfully passes two unannounced drug tests conducted by a drug rehabilitation program that complies with criteria established by the Secretary he may be eligible to regain eligibility of Federal funds.

Drug and Alcohol Counseling

Although the availability and use of various substances may change from time to time, the use of chemical substances by youth and adults continues at an alarming rate. Working with individuals and families who have become unable to cope with the demands of daily living and who have turned to

chemicals to help in coping is difficult and complex task. We recognize that it is not easy for individuals and families to confront the problem of drug and alcohol abuse and harder still to admit the need for outside help. We strongly believe that early intervention and early treatment will significantly decrease the potential harm from drug and alcohol abuse and more easily repair dysfunctional relationships.

With this goal in mind, Sumner College has a staff member who is available to all students, faculty and staff for advising. **Sumner College may assist in the referral to one of the below agencies.**

NATIONAL AGENCIES

This list is not intended to be complete but it represents a variety of alternative locations. Sumner College does not have a personal association with any agency.

- **Alcoholics Anonymous (888) 486-0889
Toll Free www.aa.org**
- **Cocaine Hotline (800) COCAINE**
- **Drug Abuse Hotline (800) 662-HELP**
- **Narcotics Anonymous Toll Free
(855) 258-6329**
- **National Alcohol Hotline (800)**
- **National Institute on Drug Abuse
Hotline (800) 662-HELP**
- **National Institutes of Health (NIH)
(800) 654-4673**

Alcohol Statement of Institutional Sanctions

Violation of this policy can result in a disciplinary action, up to and including termination of an employee or dismissal of a student, even for a first-time offense.

Local Laws Governing Alcohol

a) Minor in Possession (MIP): No person under the age of 21 shall attempt to purchase, acquire or have in their possession any alcoholic beverages. No minor shall have in his or her system any alcoholic beverages except for the acceptance or consumption of sacramental wine as part of a religious rite, service or provided by the person's parent or guardian.

b) No person under the age of 21 shall possess any alcoholic beverage while operating a motor vehicle (ECC § 4.115, ORS § 471.430). Offense: Class A/B Violation Fine: Up to \$2,000

c) Minor Falsely Representing Age: A person less than a certain age who knowingly purports to be

older with the intent of securing a right, benefit, or privilege which by law is denied under that certain age (ECC § 4.145, ORS § 165.805). Offense: Class C Misdemeanor Fine: Up to \$1,250
 Furnishing Alcohol to a Minor: No one other than the person's parent or guardian shall sell, give or otherwise make available any alcoholic liquor to a person under the age of 21 years (ECC § 4.110(1)(2), ORS § 471.410). Offense: Class A Misdemeanor Fine: Up to \$6,250

d) **Allowing Alcohol consumption by Minors:** No person who exercises control of private real property shall knowingly allow any person under the age of 21 years to drink alcohol on the property or remain on the property after consuming any alcoholic beverage (ECC § 4.110(3), ORS § 471.410(3)). Offense: Class A Misdemeanor Fine: Up to \$6,250

e) **Open Container/Consumption in Public:** Consumption of alcoholic liquor or possession of an open alcoholic beverage container is prohibited in a public place and on private property extended to the public for use, unless authorized by the Oregon Liquor Control Commission or other City Code provisions (ECC § 4.190). Offense: Class C Misdemeanor Fine: Up to \$500

f) **Driving Under the Influence of Intoxicants (DUI):** A person driving a vehicle with 0.08 percent blood alcohol content or more, or while under the influence of an inhalant or controlled substance (ORS § 813.010). Offense: Class A Misdemeanor/Class C Felony Fine: Up to \$125,000

g) **Local Laws Governing Cannabis Use of Marijuana in Public Place:** No person shall engage in the use of marijuana items in a public place (ORS § 475B.381). Offense: Class B Violation Fine: Up to \$1,000

h) **Homegrown Marijuana in Public View:** No person may produce, process, possess or store homegrown marijuana, cannabinoid products or cannabinoid concentrates if the homegrown marijuana, cannabinoid products or cannabinoid concentrates can be seen by normal unaided vision from a public place (ORS § 475B.306). Offense: Class B Violation Fine: Up to \$1,000

i) **Minor in Possession of Marijuana** A person under 21 years of age may not possess, attempt to purchase, or purchase a marijuana item. For purposes of this section, purchasing a marijuana item includes accepting a marijuana item, and possessing a marijuana item includes consuming a marijuana item (ORS §§ 475B.316, 475B.341). Offense: Class A/B Violation/Class A Misdemeanor/Class C Felony (amount dependent) Fine: Up to \$125,000

j) **Unlawful Possession of Marijuana Except for licensees and licensee representatives,** it is unlawful for any person 21 years of age or older to possess, knowingly or intentionally: (a) more than four marijuana plants at any time; (b) more than one ounce

of usable marijuana in a public place; (c) more than eight ounces of usable marijuana; (d) more than 16 ounces of cannabinoid products in solid form or cannabinoid concentrates; (e) more than 72 ounces of cannabinoid products in liquid form; (f) more than one ounce of cannabinoid extracts; or (g) a cannabinoid extract that was not purchased from a marijuana retailer that holds a state issued license (ORS § 475B.337). Offense: Class B Violation/Class B Misdemeanor/Class C Felony (amount dependent) Fine: Up to \$125,000

k) **Use of Marijuana While Driving** A person commits the offense of use of marijuana in a motor vehicle if the person consumes in any manner a marijuana item while in a motor vehicle when the motor vehicle is upon a highway (ORS § 811.482). Offense: Class B Traffic Violation Fine: Up to \$1,000

l) **Providing Marijuana to Intoxicated Person** (1) A person may not sell, give or otherwise make available any marijuana items to any person who is visibly intoxicated. (2) A person who exercises control over private real property may not knowingly allow any other person under the age of 21 years of age to consume a marijuana item on the property, or allow another person under the age of 21 years of age to remain on the property if the person under 21 years of age consumes a marijuana item on the property (ORS § 475B.329). Offense: Class A Misdemeanor Fine: Up to \$6,250

State Sanctions Governing Illegal Drugs

In Oregon, penalties for possession and distribution are determined by the controlled Substance Schedule upon which the drug appears.

A) **Schedule I Drugs** (e.g., Heroin, LSD, Methamphetamine, Peyote, Mescaline, Psilocybin) Manufacture or distribution- Class A felony (up to 20 years and up to \$375,000 fine, plus twice the value of any resulting gain of property or money). Unlawful Possession- Class A misdemeanor (up to 1 year and up to \$6,250 fine, plus twice the value of any resulting gain of property or money).

B) **Schedule II Drugs** (e.g., Opium, Cocaine) Manufacture or distribution- Class B felony (up to 10 years and up to \$250,000 fine, plus twice the value of any resulting gain of property or money). Unlawful possession- Class A misdemeanor (up to 1 year and up to \$6,250 fine, plus twice the value of any resulting gain of property or money).

C) **Schedule III Drugs** (e.g., Amphetamine, Depressants, PCP) Manufacture or distribution- Class C felony (up to 5 years and up to \$125,000 fine, plus twice the value of any resulting gain of property or money). Unlawful Possession- Class A misdemeanor (up to 1 year and up to \$6,250 fine, plus twice the value of any resulting gain of property or money).



D) Schedule IV Drugs (e.g., various prescription drugs) Manufacture or distribution– Class B misdemeanor (up to 6 months and up to \$2,500 fine, plus twice the value of any resulting gain of property or money). Unlawful Possession– Class C misdemeanor (up to 30 days and up to \$1,250 fine, plus twice the value of any resulting gain of property or money).

E) Schedule V Drugs (e.g., less dangerous prescription drugs and small amounts of certain drugs) Manufacture or distribution– Class C misdemeanor (30 days and up to \$1,250, plus twice the value of any resulting gain of property or money). Unlawful Possession – Violation (up to \$2,000).

It is unlawful for a person to manufacture or deliver a Schedule I, II, or III controlled substance within 1,000 feet of the real property comprising a public or private elementary, secondary or career school attended primarily by minors (Class A felony, penalty of up to 20 years and \$375,000 fine, see ORS 475.904). In addition, the court may order the defendant to pay the cost of prosecution, and the defendant's vehicle used in the crime may be forfeited to the state. Finally, the defendant may forfeit any property used in the crime to the county in which the crime occurred.

Federal Sanctions Governing Illegal Drugs

The federal system is governed by Title 21 United States Code Controlled Substances Act. The federal system establishes sanctions for possession and distribution of controlled substances, based on the schedule of the drug and the amount involved. In addition, the statutory sanctions for possession and distribution are subject to the "Sentencing Guidelines for U.S. Courts." Imposition of the guidelines may lead to higher offense levels and, thus, stricter penalties than otherwise indicated. Courts must make adjustments in the offense level for victim-related considerations, defendant's role in the offense, multiple counts, obstruction and acceptance of responsibility. Finally, the guidelines establish sentences for each offense based on the defendant's criminal history. Further, if serious injury or death results from the crime, minimums of up to ten years (serious injury) and twenty years (death), plus fines of up to \$4,000,000 may be added. These penalties may be doubled for defendants with past felony drug convictions. Penal sanctions in the federal system are "real time," with reductions in sentences only for good behavior. The U.S. Drug Enforcement Administration lists five federal schedules of controlled substances:

- Schedule I: Heroin, LSD, Marijuana (Cannabis), Ecstasy, Methaqualone, Peyote, Trimeperidine
- Schedule II: Opium, Cocaine, Methamphetamine, Methadone, Hydromorphone, Hydrocodone, Oxycodone, Fentanyl, Dexedrine, Adderall, Ritalin
- Schedule III: Codeine, Ketamine, Anabolic Steroids, Testosterone
- Schedule IV: Xanax, Soma, Darvon, Darvocet, Valium, Ativan, Talwin, Ambien, Tramadol
- Schedule V: Lomotil, Motofen, Lyrica, Parepectolin, and other less dangerous prescription drugs and small amounts of certain drugs
- The following are federal penalties and sanctions for Illegal Possession of a Controlled Substance. Note: Additional penalties are imposed for trafficking.
- 21 U.S.C. § 844(a) (2016)– First conviction: up to one (1) year imprisonment and fined at least \$1,000, or both. After first prior drug convictions: at least 15 days in prison, not to exceed two (2) years and fined at least \$2,500, or both. After two or more prior drug convictions: at least 90 days in prison, not to exceed three (3) years and fined at least \$5,000.
- 21 U.S.C. § 853(a)(2), § 881(a)(7) (2016)– Forfeiture of personal and real property used to possess or to facilitate possession of a controlled substance if that offense is punishable by more than one (1) year imprisonment.
- 21 U.S.C. § 881(a)(4) (2016)– Forfeiture of vehicles, boats, aircraft or any other conveyance used or intended for use, to transport or facilitate the transport, sale, receipt, possession or concealment of a controlled substance.
- 21 U.S.C. § 862(b) (2016)– First conviction: ineligible for any or all federal benefits, such as student loans, grants, contracts, and professional and commercial licenses for up to one (1) year. Second or subsequent convictions: ineligible for any or all federal benefits for up to five years.
- 21 U.S.C. § 844(a) (2016)– Civil fine of up to \$5,000.
- Misc.– Revocation of certain federal licenses and benefits, (e.g., pilot license, public housing tenancy, etc.) are vested within the authorities of individual federal agencies.

Drug Abuse/Uses and Affects

DRUGS DEPRESSANTS	CSA SCHEDULES	TRADE OR OTHER NAMES	MEDICAL USES	DEPENDENTS PHYSICAL/PSYCHOLOGICAL/TOLERANCE	USUAL METHOD	POSSIBLE EFFECTS	EFFECTS OF OVERDOSE	WITHDRAWAL SYNDROME
gamma Hydroxybutyric Acid	Substance I, Product III	GHB, Liquid Ecstasy, Liquid X, Sodium Oxybate, Xyrem®	None in U.S., Anesthetic	Moderate/Moderate/Yes	Oral			
Benzodiazepines	Substance IV	Valium, Xanax, Halcion, Alprax, Restonil, Rohypnol (Rohib, R-2), Klonopin	Anxiolytic, Sedative, Anti-convulsant, Hypnotic, Muscle Relaxant	Moderate/Moderate/Yes	Oral, injected	Slurred speech, disorientation, drunken behavior without odor of alcohol, impaired memory of events, interacts with alcohol	Shallow respiration, clammy skin, dilated pupils, weak and rapid pulse, coma, possible death	Anxiety, insomnia, tremors, delirium, convulsions, possible death
Other Depressants	Substance I, II, III, IV	Ambien, Sonata, Meperidine, Chloral Hydrate, Barbiturates, Methaqualone (Quaalude)	Antianxiety, Sedative, Hypnotic	Moderate/Moderate/Yes	Oral			

DRUGS NARCOTICS	CSA SCHEDULES	TRADE OR OTHER NAMES	MEDICAL USES	DEPENDENTS PHYSICAL/PSYCHOLOGICAL/TOLERANCE	USUAL METHOD	POSSIBLE EFFECTS	EFFECTS OF OVERDOSE	WITHDRAWAL SYNDROME
Heroin	Substance I	Diamorphine, Heroin, Smack, Black Tar, Chew, Negrá (Black Tar)	None in U.S., Analgesic, Antitussive	High/High/Yes	Injected, snorted, smoked			
Morphine	Substance II	MS-Contin, Roxanol, Oramorph SR, MSIR	Analgesic	High/High/Yes	Oral, injected			
Hydrocodone	Substance II, Product III, V	Hydrocodone w/ Acetaminophen, Vicodin, Vicoprofen, Tussionex, Lorbid	Analgesic, Antitussive	High/High/Yes	Oral	Euphoria, drowsiness, respiratory depression, constricted pupils, nausea	Slow and shallow breathing, clammy skin, convulsions, coma, possible death	Watery eyes, runny nose, yawning, loss of appetite, irritability, tremors, panic, cramps, nausea, chills and sweating
Hydromorphone	Substance II	Dilaudid	Analgesic	High/High/Yes	Oral, injected			
Oxycodone	Substance II	Roxicet, Oxycodone w/ Acetaminophen, OxyContin, Endocet, Percocet, Percodin	Analgesic	High/High/Yes	Oral			
Codone	Substance II, Product III, V	Acetaminophen, Guafenesin or Propoxyphene w/Codone, Fiorinal, Fiorcet or Tylenol w/Codone	Analgesic, Antitussive	Moderate/Moderate/Yes	Oral, injected			
Other Narcotics	Substance II, III, IV	Fentanyl, Demerol, Meperidine, Darvon, Soma, Talwin, Patemine, Deprenor	Analgesic, Antitussive	High-Low/High-Low/Yes	Oral, injected, snorted, smoked			

DRUGS STIMULANTS	CSA SCHEDULES	TRADE OR OTHER NAMES	MEDICAL USES	DEPENDENTS PHYSICAL/PSYCHOLOGICAL/TOLERANCE	USUAL METHOD	POSSIBLE EFFECTS	EFFECTS OF OVERDOSE	WITHDRAWAL SYNDROME
Cocaine	Substance II	Coke, Flakka, Snow, Crack, Cocoi, Blanca, Perco, Neve, Soda	Local Anesthetic	Possible/High/Yes	Snorted, smoked, injected			
Amphetamines/ Methamphetamine	Substance II	Crank, Ice, Cristal, Krystal Meth, Speed, Adderall, Dexedrine, Desoxyn	Attention deficit/ hyperactivity disorder, narcolepsy, weight control	Possible/High/Yes	Oral, injected, smoked	increased alertness, excitation, euphoria, increased pulse rate & blood pressure, insomnia, loss of appetite	Agitation, increased body temperature, hallucinations, convulsions, possible death	Apathy, long periods of sleep, irritability, depression, disorientation
Methylphenidate	Substance II	Ritalin (Ry R), Concerta, Foclain, Metadate	Attention deficit/ hyperactivity disorder	Possible/High/Yes	Oral, injected, snorted, smoked			
Other Stimulants	Substance III, IV	Adipex P, lisdamin, Preli-2, Dinep, Provigil	Vaso-constriction	Possible/Moderate/Yes	Oral			

Drug Abuse/Uses and Affects

DRUGS HALLUCINOGENS	CSA SCHEDULES	TRADE OR OTHER NAMES	MEDICAL USES	DEPENDENTS PHYSICAL/PSYCHOLOGICAL/TOLERANCE	USUAL METHOD	POSSIBLE EFFECTS	EFFECTS OF OVERDOSE	WITHDRAWAL SYNDROME
MDMA and Analogues	Substance I	(Ecstasy, XTC, Adam), MDA (Love Drug), MDEA (Eve), MDOB	None	None/Moderate/Yes	Oral, snorted, smoked	Heightened senses, teeth grinding and dehydration	Increased body temperature, electrolyte imbalance, cardiac arrest	Muscle aches, irritability, depression, anxiety
LSD	Substance I	Acid, Microdot, Sunshine, Doormen	None	None/Unknown/Yes	Oral	Illusions and hallucinations, altered perception of time and distance	(LSD) Longer, more intense "high" episodes	None
Phencyclidine and Analogues	Substance I, II, III	PCP, Angel Dust, Hog, Love Boat, Ketamine (Special K), PCE, PCPy, TCP	Anesthetics: (Ketamine)	Possible/High/Yes	Smoked, oral, injected, snorted		Unable to direct movement, feel pain, or remember	Drug seeking behaviors Not regulated
Other Hallucinogens	Substance I	Psilocybe mushrooms, Mescaline, Peyote Cactus, Ayahuasca, DMT, Dextro-morphanol (DMB)	None	None/None/Possible	Oral			

DRUGS CANNABIS	CSA SCHEDULES	TRADE OR OTHER NAMES	MEDICAL USES	DEPENDENTS PHYSICAL/PSYCHOLOGICAL/TOLERANCE	USUAL METHOD	POSSIBLE EFFECTS	EFFECTS OF OVERDOSE	WITHDRAWAL SYNDROME
Marijuana	Substance I	Pot, Grass, Sinsemilla, Blunts, Mota, Yeeba, Grifa	None	Unknown/Moderate/Yes	Smoked, oral	Euphoria, relaxed inhibitions, increased appetite, disorientation	Fatigue, paranoia, possible psychosis	Occasional reports of insomnia, hyperactivity, decreased appetite
Tetrahydro- cannabinol	Substance I, Product III	THC, Marinol	Antinauseant Appetite stimulant	Yes/Moderate/Yes	Smoked, oral			
Hashish and Hashish Oil	Substance I	Hash, Hash oil	None	Unknown/Moderate/Yes	Smoked, oral			

DRUGS ANABOLIC STEROIDS	CSA SCHEDULES	TRADE OR OTHER NAMES	MEDICAL USES	DEPENDENTS PHYSICAL/PSYCHOLOGICAL/TOLERANCE	USUAL METHOD	POSSIBLE EFFECTS	EFFECTS OF OVERDOSE	WITHDRAWAL SYNDROME
Testosterone	Substance III	Depo Testosterone, Sustanon, Steri-Cypt	Hypogonadism	Unknown/Unknown/Unknown	Injected	Vinization, edema, testicular atrophy, gyneco- mastia, acne, aggressive behavior	Unknown	Possible depression
Other Anabolic Steroids	Substance III	Parabolan, Winstrol, Equipose, Anadrol, Dianabol, Primabolan-Depo, D-Bal	Arenia, Breast cancer	Unknown/Yes/Unknown	Oral, injected			

DRUGS INHALANTS	CSA SCHEDULES	TRADE OR OTHER NAMES	MEDICAL USES	DEPENDENTS PHYSICAL/PSYCHOLOGICAL/TOLERANCE	USUAL METHOD	POSSIBLE EFFECTS	EFFECTS OF OVERDOSE	WITHDRAWAL SYNDROME
Amyl and Butyl Nitrite		Pokey, Poppers, Flush, Locker Room	Angina (Amyl)	Unknown/Unknown/No	Inhaled	Flushing, hypotension, headache	Methemo- globinemia	Agitation
Nitrous Oxide		Laughing gas, balloons, Whippets	Anesthetic	Unknown/Low/No	Inhaled	Impaired memory, slurred speech, drunken behaviors, slow onset vitamin deficiency, organ damage	Vomiting, respiratory depression, loss of consciousness, possible death	Trembling, anxiety, insomnia, vitamin deficiency, confusion, hallucinations, convulsions
Other Inhalants		Adhesive, spray paint, hair spray, dry clean- ing fluid, spot remover, lighter fluid	None	Unknown/High/No	Inhaled			

DRUGS	CSA SCHEDULES	TRADE OR OTHER NAMES	MEDICAL USES	DEPENDENTS PHYSICAL/PSYCHOLOGICAL/TOLERANCE	USUAL METHOD	POSSIBLE EFFECTS	EFFECTS OF OVERDOSE	WITHDRAWAL SYNDROME
Alcohol		Beer, wine, liquor	None	High/High/Yes	Oral	Impaired memory, slurred speech, drunken behaviors, slow onset vitamin deficiency, organ damage	Vomiting, respiratory depression, loss of consciousness, possible death	Trembling, anxiety, insomnia, vitamin deficiency, confusion, hallucinations, convulsions

Drug Abuse/Uses and Affects

DRUG/SCHEDULE	QUANTITY	PENALTIES	QUANTITY	PENALTIES
Cocaine (Schedule II)	500-4999 gms mixture	First Offense: Not less than 5 yrs, and not more than 40 yrs. If death or serious injury, not less than 20 or more than life. Fine of not more than \$5 million if an individual, \$25 million if not an individual. Second Offense: Not less than 10 yrs, and not more than life. If death or serious injury, life imprisonment. Fine of not more than \$8 million if an individual, \$50 million if not an individual.	5 kgs or more mixture	First Offense: Not less than 10 yrs, and not more than life. If death or serious injury, not less than 20 or more than life. Fine of not more than \$10 million if an individual, \$50 million if not an individual. Second Offense: Not less than 20 yrs, and not more than life. If death or serious injury, life imprisonment. Fine of not more than \$20 million if an individual, \$75 million if not an individual. Two or More Prior Offenses: Life imprisonment.
Cocaine Base (Schedule II)	281-279 gms mixture		280 gms or more mixture	
Fentanyl (Schedule II)	40-399 gms mixture		400 gms or more mixture	
Fentanyl Analogue (Schedule I)	10-99 gms mixture		100 gms or more mixture	
Heroin (Schedule I)	100-999 gms mixture		1 kg or more mixture	
LSD (Schedule I)	1-9 gms mixture		10 gms or more mixture	
Methylamphetamine (Schedule II)	5-49 gms pure or 50-499 gms mixture		50 gms or more pure or 500 gms or more mixture	
PCP (Schedule II)	10-99 gms pure or 100-999 gms mixture	100 gms or more pure or 1 kg or more mixture		

DRUG/SCHEDULE	QUANTITY	PENALTIES
Other Schedule I & II drugs (and any drug product containing Gamma Hydroxybutyric Acid)	Any amount	First Offense: Not more than 10 yrs. If death or serious injury, not less than 15 yrs. Fine not more than \$500,000 if an individual, \$2.5 million if not an individual. Second Offense: Not more than 20 yrs. If death or serious injury, not more than 30 yrs. Fine not more than \$1.5 million if an individual, \$5 million if not an individual.
Other Schedule III drugs	Any amount	First Offense: Not more than 10 yrs. If death or serious injury, not more than 15 yrs. Fine not more than \$500,000 if an individual, \$2.5 million if not an individual. Second Offense: Not more than 20 yrs. If death or serious injury, not more than 30 yrs. Fine not more than \$1.5 million if an individual, \$5 million if not an individual.
All other Schedule IV drugs	Any amount	First Offense: Not more than 5 yrs. Fine not more than \$250,000 if an individual, \$1 million if not an individual. Second Offense: Not more than 10 yrs. Fine not more than \$500,000 if an individual, \$2 million if not an individual.
Flunitrazepam (Schedule IV)	Less than 1 mg	
All other Schedule V drugs	Any amount	First Offense: Not more than 1 yr. Fine not more than \$100,000 if an individual, \$250,000 if not an individual. Second Offense: Not more than 4 yrs. Fine not more than \$200,000 if an individual, \$500,000 if not an individual.

DRUG	QUANTITY	1ST OFFENSE	2ND OFFENSE
Marijuana (Schedule I)	1,000 kg or more mixture, or 1,000 or more plants	<ul style="list-style-type: none"> Not less than 10 yrs, not more than life If death or serious injury, not less than 20 yrs, not more than life Fine not more than \$4 million if an individual, \$10 million if other than an individual 	<ul style="list-style-type: none"> Not less than 20 yrs, not more than life If death or serious injury, mandatory life Fine not more than \$8 million if an individual, \$20 million if other than an individual
Marijuana (Schedule I)	100 kg to 999 kg mixture, or 100 to 999 plants	<ul style="list-style-type: none"> Not less than 5 yrs, not more than 40 yrs. If death or serious injury, not less than 20 yrs, not more than life Fine not more than \$2 million if an individual, \$5 million if other than an individual 	<ul style="list-style-type: none"> Not less than 10 yrs, not more than life If death or serious injury, mandatory life Fine not more than \$4 million if an individual, \$10 million if other than an individual
Marijuana (Schedule I)	More than 10 kgs hashish; 50 to 99 kg mixture More than 1 kg of hashish oil; 50 to 99 plants	<ul style="list-style-type: none"> Not more than 20 yrs. If death or serious injury, not less than 20 yrs, not more than life Fine \$1 million if an individual, \$5 million if other than an individual 	<ul style="list-style-type: none"> Not more than 30 yrs. If death or serious injury, mandatory life Fine \$2 million if an individual, \$10 million if other than an individual
Marijuana (Schedule I)	1 to 49 plants; less than 50 kg mixture	<ul style="list-style-type: none"> Not more than 5 yrs Fine not more than \$250,000, \$1 million other than individual 	<ul style="list-style-type: none"> Not more than 10 yrs. Fine not more than \$500,000 if individual, \$2 million other than individual
Hashish (Schedule I)	10 kg or less		
Hashish Oil (Schedule I)	1 kg or less		

Unfounded Crimes:

Unfounded crimes are those crimes that are removed or withheld from the Annual Security Report after it has been determined that the reported crime was false or baseless. Only sworn commissioned law enforcement personnel can make a formal determination that the report was false or baseless when made and that the crime report was therefore “unfounded.” This does not include a district attorney who is sworn or commissioned, nor does it include a Campus Security Authority. There were no reported crimes for the years 2017, 2018, or 2019 that were determined to have been unfounded

Clery Crime Definitions and Terminology

Under the Clery Act, Sumner College annually distribute statistics in the annual report and disclose statistics to the Department of Education, on the reported occurrences of the following offenses:

Clery Criminal Offenses:

Murder and Non-Negligent Manslaughter: The willful (non-negligent) killing of one human being by another. Note: Deaths caused by negligence, attempts to kill, assaults to kill, suicides, accidental deaths, and justifiable homicides are excluded.

Negligent Manslaughter:

The killing of another person through gross negligence.

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.)

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.

Burglary:

The unlawful entry of a structure to commit a felony or a theft. For reporting purposes this definition includes: unlawful entry with intent to commit a larceny or a felony; breaking and entering with intent to

commit a larceny; housebreaking; safecracking; and all attempts to commit any of the aforementioned.

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.

Motor Vehicle Theft:

The theft or attempted theft of a motor vehicle. (Classify as motor vehicle theft all cases where automobiles are taken by persons not having lawful access, even though the vehicles are later abandoned – including joy riding).

Clery Sexual Offenses:

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 Non-forcible sexual intercourse between persons who are related to each other within the degrees wherein marriage is prohibited by law.

- B. Statutory Rape: Non-forcible sexual intercourse with a person who is under the statutory age of consent.

Definition of 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.

The Oregon Revised Statutes defines the inability to consent as:

Oregon Revised Statute (O.R.S) 163.315/Incapacity to consent; effect of lack of resistance.

- (1) A person is considered incapable of consenting to a sexual act if the person is:
 - (a) Under 18 years of age;
 - (b) Mentally defective;
 - (c) Mentally incapacitated; or
 - (d) Physically helpless.
- (2) A lack of verbal or physical resistance does not, by itself, constitute consent but may be considered by the trier of fact along with all other relevant evidence. [1971 c.743 §105; 1999 c.949 §2; 2001 c.104 §52]

EVALUATE AND COMMUNICATE YOUR INTENTIONS

Domestic Violence, Dating Violence, Stalking and Sexual Assault are issues that impact both women and men. Because the largest percentage of all college 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 expressed because "NO" means "NO."

- Assaultive behavior is never acceptable.

Domestic Violence:

- A. **State Definition:** Domestic Violence: Abuse between family or household members. Family or household members: Spouses or former spouses; adults related by blood, marriage or adoption, persons cohabitation or who have cohabited; persons in a past or present sexually intimate relationship; unmarried parents of a child.

Abuse: The occurrence of one or more of the following acts within a domestic relationship:

- (a) Attempting to cause or intentionally, knowingly or recklessly causing bodily injury.
- (b) Intentionally, knowingly or recklessly placing another in fear of imminent bodily injury.
- (c) Causing another to engage in involuntary sexual relations by force or threat of force.

- B. **Federal Definition:** A felony or misdemeanor crime of violence committed-
- (a) By a current or former spouse or intimate partner of the victim
 - (b) By a person with whom the victim shares a child in common
 - (c) By a person who is cohabiting with or has cohabited with the victim as a spouse or a partner
 - (d) 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

- (e) 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.

- (1) 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.
- (2) For purposes of this definition—
- (i) Dating violence includes, but is not limited to, sexual or physical abuse or the threat of such abuse.
- (ii) Dating violence does not include acts covered under the definition of domestic violence.

(3) For the purposes of complying with the requirements of this section, any incident meeting this definition is considered a crime for the purposes of Clery Act reporting.

Note: There is no state definition for Dating Violence.

Stalking:

State Definition

- (1) A person commits the crime of stalking if:
- (a) The person knowingly alarms or coerces another person or a member of that person's immediate family or household by engaging in repeated and unwanted contact with the other person;
- (b) It is objectively reasonable for a person in the victim's situation to have been alarmed or coerced by the contact; and
- (c) The repeated and unwanted contact causes the victim reasonable apprehension regarding the personal safety of the victim or a member of the victim's immediate family or household.

Federal Definition

- (1) Engaging in a course of conduct directed at a specific person that would cause a reasonable person to—
- (a) Fear for the person's safety or the safety of others; or

- (b) Suffer substantial emotional distress

(2) For the purposes of this definition—

- (a) 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.
- (b) Substantial emotional distress means significant mental suffering or anguish that may, but does not necessarily, require medical or other professional treatment or counseling.
- (c) Reasonable person means a reasonable person under similar circumstances and with similar identities to the victim.

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.

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.

Non-Clery Reportable Crimes Definitions:

Sumner College 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:

(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).

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 narcotic drugs. The relevant substances include: opium or cocaine and their derivatives (morphine, heroin, codeine); marijuana; synthetic narcotics (Demerol, methadone); and dangerous non-narcotic drugs (barbiturates, Benzedrine).

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.

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.

False Reporting Definition:

False reporting of a bomb, fire or other emergency.

Disorderly Conduct Definition:

Disorderly conduct is behavior that is disorderly, lewd, indecent, or a breach of peace on College property or at College-sponsored activities. Examples include any non-con

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 Definition:

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 Definition:

The unlawful entry of a structure to commit a felony or a theft. For reporting purposes this definition includes: unlawful entry with intent to commit a larceny or a felony; breaking and entering with intent to commit a larceny; housebreaking; safecracking; and all attempts to commit any of the aforementioned.

Motor Vehicle Theft Definition:

The theft or attempted theft of a motor vehicle. (Classify as motor vehicle theft all cases where automobiles are taken by persons not having lawful access, even though the vehicles are later abandoned – including joy riding).

Arson Definition:

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 Definition:

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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.)

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Sexual Harassment Definition

Sexual harassment is unwelcomed conduct of a sexual nature. Sumner College is committed to providing a respectful environment for all its members. Sexual harassment of students, faculty or staff by other members of the college 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. THE TITLE IX OFFICER IS JOANNA RUSSELL: 503.972.6230. JOANNA RUSSELL ALSO DEALS WITH ALL HARASSMENT MATTERS DIRECTLY AND CONFIDENTIALLY. RETALIATION ALSO IS PROHIBITED.

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Sensual photography, video or audio recording of another person on College premises when such recording causes or is likely to cause injury or distress. This conduct would be a violation off-campus if it interfered with an individual's educational opportunities.

other conduct that threatens or endangers the mental or physical health/safety of any person or causes reasonable apprehension of such harm.

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Hazing:

Hazing is any action or activity that causes or intends to cause physical or mental discomfort or distress, that may demean, degrade or disgrace any person, regardless of location, intent or consent of participants, for the purpose of initiation, admission into, affiliation with, or as a condition for continued membership in a group or organization (on or off campus). Apathy or acquiescence in the presence of hazing are not neutral acts; they are violations of this rule. (State law classifies hazing as a crime.) The College will strongly recommend suspension for students found responsible for hazing when harm/injury occurs. Examples include, but are not limited to:

- Sleep deprivation or causing extreme fatigue
- Physical or psychological shock;
- Public stunts or jokes;
- Compelled ingestion of any substance, including water
- Degrading or humiliating games or activities;
- Forced servitude.

Harassment:

Harassment means

- Intentionally subjecting a person to offensive physical contact;
- Unreasonable insults, gestures, or abusive words, in the immediate presence, and directed to, another person that may reasonably cause emotional distress or provoke a violent response (including but not limited to electronic mail, social media, conventional mail and telephone) except to the extent such insults, gestures or abusive words are protected expression; or
- Other types of prohibited discrimination, discriminatory harassment, and sexual harassment

Crimes Reported	2017	2018	2019	Location: C=Campus N=Non-campus P=Public Area	*Hate Crime? (see note)
(i) Criminal homicide:					
(A) Murder and non-negligent manslaughter	0	0	0		
(B) Negligent manslaughter	0	0	0		
(ii) Sex Offenses:					
(A) Rape	0	0	0		
(B) Fondling	0	0	0		
(C) Incest	0	0	0		
(D) Statutory Rape	0	0	0		
(iii) Robbery	0	0	0		
(iv) Aggravated assault	0	0	0		
(v) Burglary	0	0	0		
(vi) Motor Vehicle Theft	0	1	0	P	No
(vii) Arson	0	0	0		
(viii) Liquor law violations	0	0	0		
Arrest and referrals for disciplinary actions including:					
(A) Arrests for liquor law violations, Drug law violations, and illegal weapons possession:	0	0	0		
(B) Persons not included in 34 CFR 668.46(c)(1)(ii)(A) who were referred to campus disciplinary action for liquor law violations, drug law violations, and illegal weapons possession	0	0	0		
Hate crimes: As listed under 34. CFR668.46 (c)(1)(i)					
(A) Larceny-theft	0	0	0		
(B) Simple Assault	0	0	0		
(C) Intimidation	0	0	0		
(D) Destruction, Damage or Vandalism of Property	0	0	0		
New reporting as of 10/01/2018					
Incidents of sexual assault		0	0		
Domestic Violence		0	0		
Dating Violence		0	0		
Stalking		0	0		
Unfounded Crimes		0	0		

* Hate Crimes: A criminal offense committed against a person or property which is motivated, in whole or in part, by the offender's bias.



Cascade Campus Map



Annex Building Map

