



PENINSULA COLLEGE

# Annual Security & Fire Safety Report (ASFSR) 2025-2026

*Containing information from the year 2024*

In compliance with the Jeanne Clery Disclosure Act of Campus Security and Campus Crime Statistics Act and Violence Against Women Act.

Reporting Calendar Years 2024



**Peninsula College  
Main Campus**

1502 East Lauridsen Blvd  
Port Angeles, WA 98362  
(360) 452-9277



**Peninsula College  
Forks Campus**

481 South Forks Ave  
Forks, WA 98331  
(360) 374-3223



**Peninsula College  
Port Townsend Campus**

202 Eisenhower Ave  
Port Townsend, WA 98368  
(360) 385-4605



## President's Letter

Creating a safe, welcoming space for everyone in our campus community is among our highest priorities at Peninsula College.

We are proactive in our efforts to keep students, faculty, and staff safe from possible threats on and around campus. Campus Safety Services has primary jurisdiction on our 72-acre Port Angeles campus but also helps with Safety and Security as needed with our Port Townsend and Forks locations. All told, this includes a population of 4,072 students

and more than 378 staff.

I invite employees to review this Annual Security & Fire Safety Report carefully. It provides information about what PC is doing to keep our campuses safe, including efforts to prevent gender-based and partner violence, as well as issues related to substance abuse. It also provides our annual crime statistics.

Employees & students play a critical role in creating a safe environment for everyone on campus. If there are any questions or concerns regarding safety or security on any of our campuses, please contact Campus Safety Services at (360) 417-6559.

Thank you for your efforts to keep Peninsula College a safe place to learn and work.

Sincerely,

A handwritten signature in black ink that reads "Suzy Ames". The script is cursive and fluid.

Dr. Suzy Ames  
President, Peninsula College

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# About Peninsula College

Peninsula College was founded in 1961 because a group of local citizens wanted to be able to continue their education without having to travel great distances to college centers in Bremerton or across Puget Sound. The first classes were held in a small building on the Port Angeles High School campus, but the number of students who enrolled in the college quickly became more than the available facilities could accommodate, and plans were soon underway to build a permanent campus elsewhere in the city.



Construction of the new campus began in 1964, and a year later the first classes were held on the present site of Peninsula College with additional classes being offered across our district. Today, the main campus spreads out over 75 acres of land in the foothills of the Olympic Mountains, overlooking the city of Port Angeles and its busy, international harbor.

Peninsula College (PC) is now one of 34 Community and Technical Colleges in Washington State and is the only public institution of higher education on the North Olympic Peninsula, serving 77,958 residents and six sovereign tribal nations. The main campus is in Port Angeles with extension sites in Forks, 57 miles west, and in Port Townsend, 46 miles to the east. PC offers a variety of academic and skilled trades programs as well as community, non-credit education. Using data from 2024-2025, enrollment in Peninsula College included 50 percent women, 29 percent students of color, and 25 percent historically underserved.

The mission of PC is to educate diverse populations of learners through community-engaged programs and services that advance student equity and success. We do this by expanding and leveraging community partnerships and by anticipating and responding to learning needs in high-growth fields. PC offers degrees in arts and sciences transfer, professional technical education, Bachelor of Applied Science, and both short-term and long-term certificate programs. Peninsula College also has an associate in nursing direct transfer agreement/major related program (DTA/MRP) degree that leads to becoming a registered nurse and facilitates entering senior-level Bachelor of Science in nursing courses at transfer institutions. Areas of study include:

- Arts & Communication
- Business Management
- Healthcare
- Information Technology
- Math & Science
- Skilled Trades
- Social Sciences & Education

**Peninsula College at Port Townsend** is in the beautiful park setting of the historic Fort Worden State Park. Our award-winning small campus and caring staff can help students work toward their academic goals. Onsite classes as well as online courses make it possible for East Jefferson County residents to fulfill the requirements for a Peninsula College two-year degree, one-year certificate, or short-term certificates. Classes and support are also offered for

Transitional Studies for students seeking high school completion, GED, running start, college brush up and ELA (English Language Acquisition) as well as a variety of non-credit Community Education classes. The Port Townsend Fort Worden campus closed in September 2025.

**Peninsula College at Forks** is in the heart of the Olympic Peninsula in central Forks, Washington. The site offers academic, professional, and technical, transitional studies (high school completion, running start, college brush up and GED) and English Language Acquisition (ELA) classes and support, as well as a full range of student services. A learning center is staffed to provide academic or technical support to students enrolled in on-line or face-to-face classes.



## What is the Clery Act?

The Jeanne Clery Disclosure Act of Campus Security and Campus Crime Statistics Act [20 U.S.C. § 1092 \(f\)](#) passed in 1998 by the Federal Government (formerly the Crime Awareness and Campus Security Act of 1990).

This law requires that universities and colleges receiving Title IV student financial aid programs disclose reported instances of criminal activities on or near the institution's owned or leased campuses and provide information about security policies, procedures, and programs. To comply with the Clery Act, every institution must:

- A. Collect, classify, and count crime reports and crime statistics.
- B. Issue campus alerts. To provide the campus community with information necessary to make informed decisions about their health and safety, PC must:
  - i. Issue a timely warning for any Clery Act crime that represents an ongoing threat to the safety of students or employees.
  - ii. Issue an emergency notification upon the confirmation of a significant emergency or dangerous situation involving an immediate threat to the health or safety of students or employees occurring on the campus.
- C. Publish an annual security report containing safety and security related policy statements and crime statistics and distribute it to all current students and employees. Schools also must inform prospective students and employees about the availability of the report. This report includes data from two years prior to the most recent year. *This report provides data from the calendar years 2022, 2023 and 2024.*
- D. Submit crime statistics to the U.S. Department of Education. Each year in the fall we must participate in a Web-based data collection to disclose crime statistics by type, location, and year. This collection is headed by the Director of Emergency Management and Campus Public Safety.



## Clery Act - Geography

The Clery Act Geography discloses crime and other statistics which occur in four geographic areas owned or controlled by an institution. This concept is referred to as Clery Geography and is as follows:

- A. On-campus: Reportable Area. Any buildings or property that are owned or controlled by the College, reasonably contiguous to one another and directly support or relate to the College's educational purpose. "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.
- B. On-campus student housing: Housing within 1 mile of campus is considered on-campus student housing.
- C. Public property within campus and immediately adjacent to the campus.
- D. Non-Campus buildings and property (other than a branch campus) owned or controlled by the College that are used for educational purposes and frequently used by students but not a part of the core campus, or those owned or controlled by a student organization officially recognized by the College.

## Other Clery Act - Requirements

The Clery Act has many other requirements which include, but are not limited to:

- Developing policies and procedures regarding crime prevention, missing students, drug, and alcohol use, reporting, and preventing sexual assaults, and issuing emergency notifications.
- Providing awareness and prevention resources for students and employees regarding dating violence, domestic violence, sexual assault, and stalking.
- Maintaining a public Daily Crime Log of all reports of crimes made to campus safety services.
- Submitting crime and fire statistics to the U.S. Department of Education.

## Annual Clery Report

Before October 1 of each year, Peninsula College compiles a report of crime statistics and College policies, procedures and programs related to campus safety and security issues, as required by the Jeanne Clery Disclosure Act. The information in this document is designed as a resource to help answer questions about crimes occurring on the Peninsula College Campus or any of its satellite locations related to concerns of a personal safety nature.

## Annual Clery Report Prepared

The PC Clery compliance team conducts a line-item audit based on the Clery Center Annual Security Review and Fire Safety Review (ASFSR) on an annual basis. This audit consists of reviewing previous years ASFSR comments and feedback received by the Clery Center and reexamining all the Peninsula College locations serving students. This is a yearly all-inclusive elevation process which includes all college stakeholders in the review process.

In preparing its annual disclosure of crime statistics, it is the Peninsula College policy to collect information reported directly to Local Law enforcement in Clallam and Jefferson counties, where most Peninsula College programs and campuses reside. Also, to solicit information about crimes from other campus officials with responsibility for student and campus activities, including representatives from Student Life, Athletics, Student Development, Enrollment Services, Residential Life (Collegiate Housing International), Medical Assistant and Nursing Programs, the Student Conduct Officer, the Vice President of Student Services, and the Vice President for Human Resources and Diversity, Equity, & Inclusion.

## Report Preparation and Distribution



Peninsula College's Campus Safety Services and Emergency Management Department (PCCSEM) prepares this Annual Security and Fire Safety Report (ASFSR) in consultation with other key campus departments, in cooperation with the local law enforcement agencies surrounding our campuses. Campus crime, arrest and referral statistics include those reported to PCCSEM, Security Authorities (including but not limited to directors, deans, department heads, designated staff, advisors to students/student organizations, athletic coaches), and local law enforcement agencies. Statistical data is submitted to the U.S. Department of Education as one college listing data for every location where the College operates education programs and activities.

Fire safety regulations apply only to institutions with on-campus student housing facilities. Collegiate Housing International (CHI) is within 1 mile of the Peninsula College

Port Angeles site; this housing is considered on-campus housing for Peninsula College Clery reporting. The Federal government requires all eligible Title IV institutions that maintain on-campus student housing facilities to publish an annual fire safety report that contains information about campus fire safety practices and standards of the institution. The data includes the number, cause, related injuries and deaths, and the property damage associated with each fire, and to report this to the Department of Education on an annual basis.

Statistics in this report are obtained from the incident reports of the Peninsula College Campus Safety Services, law enforcement agencies in the jurisdiction of which the campus property/non-campus property resides, as well as information from other campus officials identified as Campus Security Authorities (CSAs).

For statistical purposes, crime and fire statistics reported to any of these sources are recorded in the calendar year the crime was reported. A written request for statistical information is made on an annual basis to all Campus Security Authorities.

All statistics are gathered, compiled, and reported to the College community via this report, which is published by the Peninsula College Campus Safety Services. The PC Campus Safety Services submits the annual crime statistics published in this report to the U.S. Department of

Education (ED). The statistical information gathered by the U.S. Department of Education is available to the public through the ED website. The statical information is available beginning on page 37.

### Distribution of the Annual Security & Fire Safety Report (ASFSR)

As required by the Clery Act, PC provides a Notice of the Availability of the Annual Security & Fire Safety Report with a direct link to the URL for the document, via email, and Canvas to all current students and employees on or before October 1 annually.

PC provides prospective students with the Notice of the Availability of the Annual Security & Fire Safety Report on admissions websites and prospective employees are advised on PC employment related websites and on job announcements.

Campus Security Authorities (CSA) include, but are not limited to: faculty/staff advisors to registered student organizations, coaches for Intercollegiate Athletics and Intramural Sports, Manager of On-Campus Housing and/or staff who directly monitor student residences (Collegiate Housing International), Deans, Directors, Managers, Vice Presidents, International Programs staff, Title IX Officers and Investigators, Human Resources Staff, Professional/Technical programs faculty/staff, summer program staff, and Campus Safety Services Staff.

The Campus Safety Services office is in the central part of campus, in the Pirate Union Building (PUB), office J-25. Campus Safety Services is available by calling (360) 417-6559 or emailing [campussafety@pencol.edu](mailto:campussafety@pencol.edu).

# Clery Reporting Jurisdiction/Geography

**Peninsula College Main Campus, 1502 East Lauridsen Boulevard, Port Angeles, WA**





## Collegiate Housing International (On-Campus Housing)

1134 East Park Ave, Port Angeles, WA

Collegiate Housing International (CHI) is a privately owned and controlled property. Incidents that occur at CHI should promptly be reported to 911.

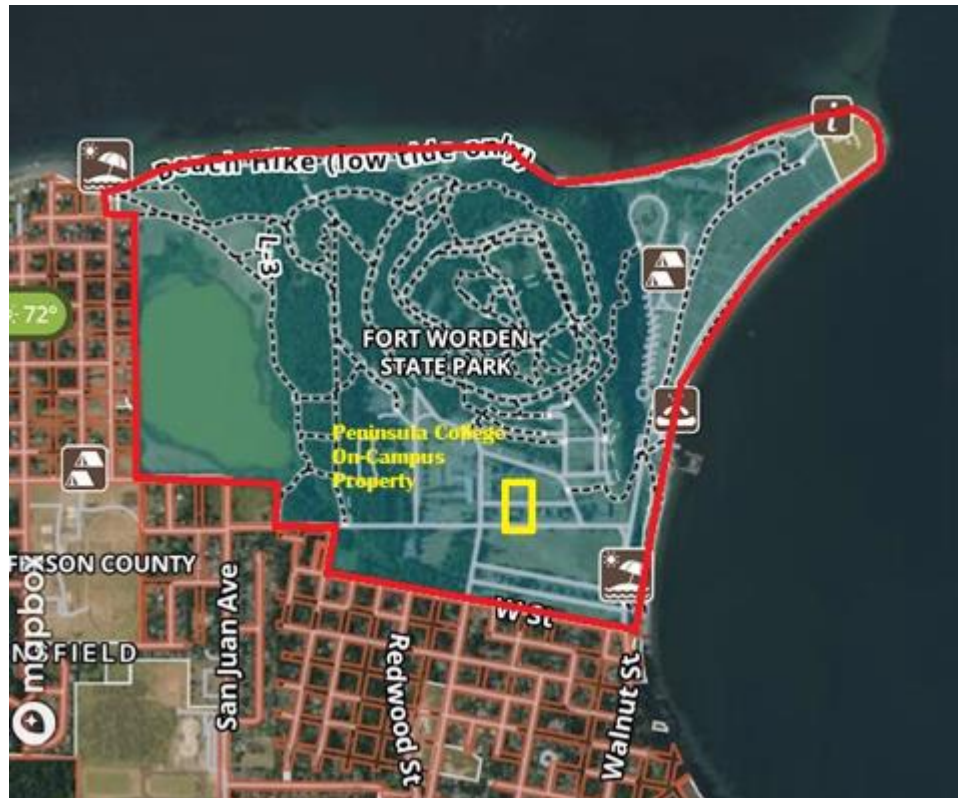


**Peninsula College Forks Campus**  
481 South Forks Avenue, Forks, WA



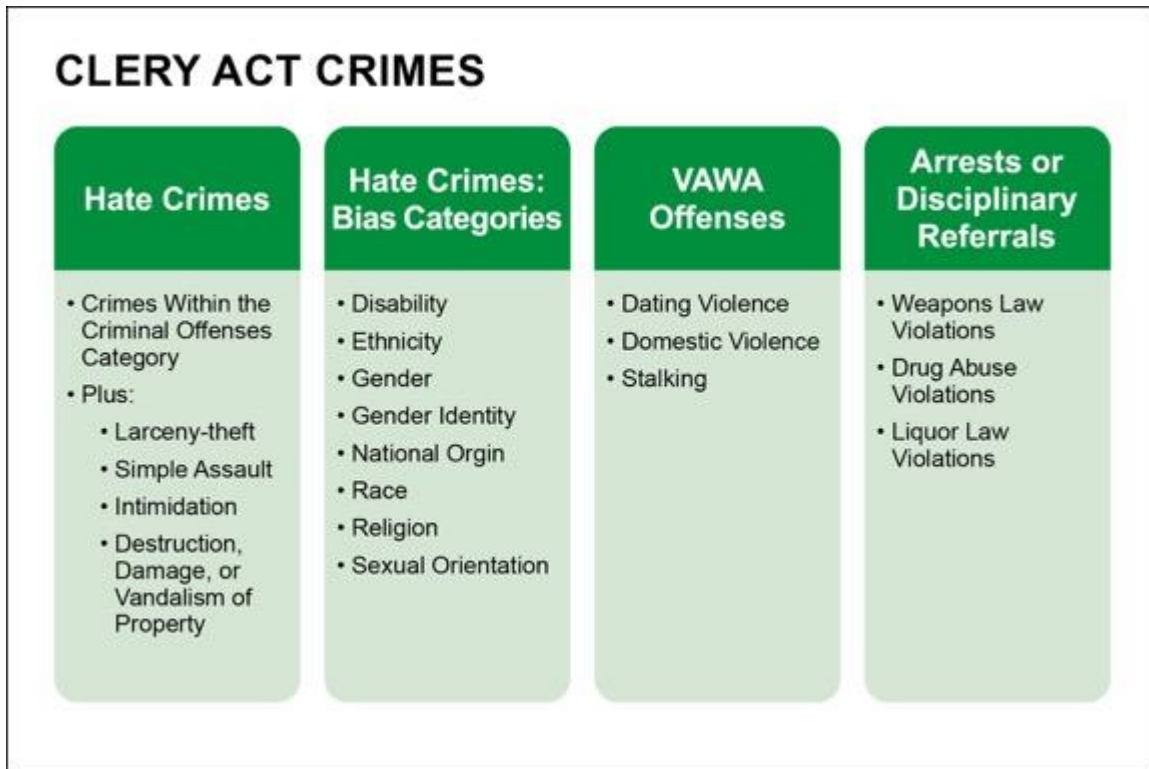
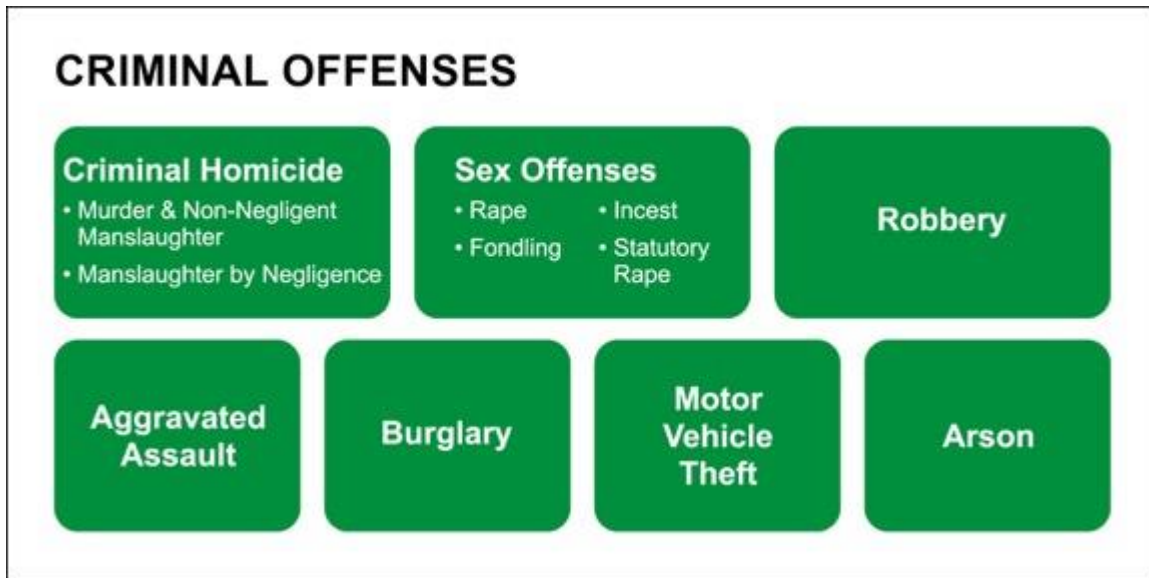
## Peninsula College Port Townsend Campus

202 Eisenhower Avenue, Port Townsend, WA (campus closed in Sept 2025)





# Clery Crimes



In the case of liquor, drug, and weapon offences the numbers are tallied in two groups. The first set of numbers is for those individuals who are arrested and the second is for those who received College disciplinary sanctions through a conduct investigation process. This is not a distinction between breaking the law and not breaking the law, the numbers in both groups are the result of a likely violation of the law. It is an attempt to reflect the actual impact of



liquor, drug and weapon violations occurring in the campus community even when the incident does not result in an arrest. A law enforcement official or the district attorney may choose not to prosecute an individual for one of these offenses because there is insufficient evidence to reach a conviction or for other reasons, but the College may still sanction the individual for the conduct. The standard for being found liable or responsible in a civil proceeding is less than what is required for a conviction in a criminal proceeding.

The following statistics are collected and reported as a bias/hate crime: the Clery-reportable crimes described in the section above, as well as larceny-theft, simple assault, intimidation, destruction/damage/vandalism of property, and other crimes involving bodily injury to any person, where the victim was intentionally selected because of their actual or perceived race, religion, sexual orientation, gender, gender identity, ethnicity, national origin and/or disability.

The statistics are compiled using the definitions in the FBI's Uniform Crime Reporting (UCR) system and modifications made pursuant to the Hate Crime Statistics Act.

## Clery Crime Definitions

- **Homicide murder and non-negligent manslaughter** is the willful killing of one human being by another.
- **Negligent manslaughter** is the killing of another person by gross negligence.
- **Sex offenses** are any sexual acts directed against another person, forcibly and/or against that person's will; or not forcibly or against the person's will where the victim is incapable of giving consent. There are four types of forcible sex offenses:
  1. Forcible Rape
  2. Fondling
  3. Incest
  4. Statutory Rape
- **Robbery** is the taking or attempt to take anything of value from the care, custody or control of a person or persons by force or threat of force or violence and/or by putting the victim in fear.
- **Aggravated assault** is an unlawful attack by one person upon another for the purpose of inflicting severe or aggravated bodily injury.
- **Burglary or Larceny (from a Building)** – is the unlawful entry of a structure to commit a felony or a theft.
- **Motor vehicle theft** is the theft or attempted theft of a motor vehicle.
- **Arson** is any willful or malicious burning or attempt to burn, with or without intent to defraud, a dwelling house, public building, motor vehicle or aircraft, personal property of another, etc.
- **Liquor, drug, and weapon law offenses** are any violation of liquor, drug, or weapon laws. Driving Under the Influence (DUI) 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.
- **Hate crimes** are criminal offenses that manifests evidence that the victim was intentionally selected because of the perpetrator's bias against the victim. The

aforementioned offenses, and any other crimes involving bodily injury reported to local police agencies or to a campus security authority that manifests evidence that the victim was intentionally selected because of the perpetrator's bias. Categories of bias are:

1. Race
  2. Gender
  3. Gender Identity
  4. Religion
  5. Sexual Orientation
  6. Ethnicity
  7. National Origin
  8. Disability
- **Larceny-Theft** is the unlawful taking, carrying, leading, or riding away of property from the possession or constructive possession of another.
  - **Simple Assault** is the unlawful physical attack by one person on another where neither the offender displays a weapon, nor the victim suffers obvious severe or aggravated bodily injury involving apparent broken bones, loss of teeth, possible internal injury, severe laceration, or loss of consciousness.
  - **Intimidation** is unlawfully to place another person in reasonable fear of bodily harm through the use of threatening words and/or conduct, but without displaying a weapon or subjecting the victim to actual attack. Includes cyber-intimidation if victim is threatened on Clery geography.
  - **Destruction, damage, or vandalism of property** is to willfully or maliciously destroy, damage, deface, or otherwise injure real or personal property without the consent of the owner or the person having custody or control of the property.
  - A crime is considered unfounded for Clery Act purposes only if sworn or commissioned law enforcement personnel make a formal determination that the report is false or baseless.

## 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:

- **Reported to the Proper Authorities.** Incidents must be reported to law enforcement or a person who, according to the Clery Act, is defined as a Campus Security Authority (CSA). A person designated as a CSA does not only mean a person employed by the Campus Safety Services. The term is applied to any person who works for the College in a paid or volunteer status and has *significant responsibility for student activities*. If there is someone whom a student reasonably believes that they 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 they are a Campus Security Authority.
- **Listed Crimes.** The crime must be one of those listed in the Clery Act as a reportable crime. (See the list above.)

- **Reportable Area.** The crime must occur in one of the reportable areas. Every reportable crime occurring within the boundaries of campus is in the reportable area. The two remaining areas are more difficult to define. Perimeter streets are described in the following way: “Sidewalk – Street – Sidewalk.” This means that a reportable crime occurring on the sidewalk on either side of a perimeter street is reportable, as are incidents occurring in the street. But an incident occurring in a building (a privately owned store) on the distant side of a perimeter street would not be included. Unfortunately, most law enforcement agencies do not distinguish where a crime occurs with this degree of detail. Crimes are usually located by street and house numbers. With regards to Non-Campus Buildings, crimes occurring in those buildings or on the property of that location are reportable. Incidents occurring on the sidewalk or on streets in front of that building would not be included.
- **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.
- **Unfounded.** If law enforcement determines that a particular reported incident could not have occurred or did not occur, i.e., a false report, the crime is not included in the annual report. Only law enforcement can rule a case “unfounded.”

## Hierarchy Rule

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

## About Campus Safety Services: Authority & Jurisdiction

*At the **Port Angeles Campus:*** The Campus Safety Services office is in the central part of campus, in the Pirate Union Building (PUB), office J-25. If it is an emergency, please call 911 first then notify Campus Safety Services is available by calling (360) 417-6559 or emailing [campussafety@pencol.edu](mailto:campussafety@pencol.edu).

*Please note that College Housing International (CHI) is an independently owned and operated facility. Peninsula College does not have authority or jurisdiction over this property.*

*At the **Forks Campus:*** If it is an emergency, please call 911 first then notify the Director of the Forks Campus or the Campus Safety Services Office. If it is not an emergency, then notify the Director of the Forks campus or the Campus Safety Services Office to report the crime. Director:

Rebecca Schwartz, [rschwartz@pencol.edu](mailto:rschwartz@pencol.edu) or (360) 374-3223 or Campus Safety Services office: [campussafety@pencol.edu](mailto:campussafety@pencol.edu) or (360) 417-6559.

**At the Port Townsend Campus:** If it is an emergency, please call 911 first then notify the Director of the Port Townsend campus or the Campus Safety Services Office. If it is not an emergency, then notify the Director of the Port Townsend campus or the Campus Safety Services Office to report the crime. Director: Anna Forrestal, [aforrestal@pencol.edu](mailto:aforrestal@pencol.edu) or (360) 417-6317 Campus Safety Services office: [campussafety@pencol.edu](mailto:campussafety@pencol.edu) or (360) 417-6559. Port Townsend Campus closed in September 2025.



Campus Safety Services has a non-commissioned security force who patrols the campus on motorized vehicles and on foot. Peninsula College Campus Safety Services role on Peninsula College property is to observe and report. Campus Safety Services utilize citizen arrest powers and are supported by the college in the enforcement of all college policies, rules, regulations, applicable state and federal laws, and all city and county ordinances on college property. Campus Safety Services have the authority to ask

persons for identification to ascertain if they are students, faculty, or staff and their purpose for visiting Peninsula College. Campus Safety personnel also have the authority to enforce parking regulations at the Peninsula College owned parking lot in Forks and Port Townsend.

The Peninsula College Main Campus Safety Services currently employs an average of two full-time employees within the department. Forks and Port Townsend do not have Campus Safety Services but instead partner with local law enforcement.

Campus Safety Services are not authorized to make arrests and therefore maintain an active relationship with state and local law enforcement agencies. When the need arises, the college will contact the appropriate law enforcement agency for assistance.

On-campus property includes all buildings owned or leased to include land, structures, streets, roadways, parking facilities and lots used, leased, or rented for educational purposes. Peninsula College Campus Safety Services reports criminal activity on campus to local law enforcement agencies within their jurisdiction.

## How to Access the Annual Security Report?

The Annual Security Report is available on the Peninsula College Department of Campus Safety website at [Campus Safety | Peninsula College](#). The Annual Security Report is published as a PDF and can be viewed online and or printed using Adobe Acrobat Reader. A free copy of the **Annual Security Report can be requested through any of the following means:**

1. A copy of the report can be obtained by emailing to [campussafety@pencol.edu](mailto:campussafety@pencol.edu)
2. By calling (360) 417-6559 and making a request for a paper copy;
3. Or by visiting the PC Campus Safety Services Office: Building J (Pirate Union Building – PUB) in office J25 - across from the bookstore, during business hours.

## How We Share the Report

We e-mail an announcement and link to the report to all enrolled students when the report is published. Faculty and staff receive similar notifications through e-mail, the intranet, and by communication directly with directors, managers, and supervisors. All prospective employees may obtain a copy from the Campus Safety Services Office, located in the J Building at the Port Angeles campus.

This report was created to educate students, staff, faculty, and visitors. Our goal is to publish an accurate and complete report for distribution to current and prospective students, faculty, and employees through various outlets:

1. **Online.** This report is posted on our website, [www.pencol.edu](http://www.pencol.edu), at [Campus Safety | Peninsula College](#).
2. **Email.** This report is emailed to all students (that have opted to receive notices) and employees that are currently in our system. This document is e-mailed out yearly. If a student or employee has opted out to receive PC e-mails, they can receive the documentation from the other avenues listed.
3. **Print.** A printed copy of this report is available by calling Campus Safety: (360) 417-6559, Student Services (360) 417-6340 or Human Resources: (360) 417-6298.
4. **Hard Copy:**
  - a. The Campus Safety Services Office is in the J Building at the main campus (Office J-25) of Peninsula College: 1502 East Lauridsen Blvd. Port Angeles, WA 98362. Phone number: (360) 417-6559.
  - b. The Human Resources Office – C40 is in C building of the main campus at Peninsula College, 1502 East Lauridsen Blvd. Port Angeles, WA 98362 - (360) 417-6298.
  - c. Pirate Central – D Building at the main desk at Peninsula College, 1502 East Lauridsen Blvd. Port Angeles, WA 98362 (360) 452-9277.
  - i. **Forks Campus.** The Annual Security Report is published as a PDF and can be viewed online and or printed using Adobe Acrobat Reader. A free copy of the Annual Security Report can be requested through the Director of the Forks campus during regular office hours.
  - ii. **Port Townsend Campus.** The Annual Security Report is published as a PDF and can be viewed online and or printed using Adobe Acrobat Reader. A free copy of the Annual Security Report can be requested through the Director of the Port Townsend campus during regular office hours.

## Accurate and Prompt Reporting of Criminal Offenses

Peninsula College encourages the accurate and prompt reporting of all crimes to Local Law Enforcement and the Campus Safety Services when the victim of a crime elects to do so. Any member of the community who observes or has knowledge of a crime or other emergency is also encouraged to immediately and accurately report such action to Local Law Enforcement and campus safety if the victim is unable to make such a report. If the crime occurs outside of the jurisdiction, we encourage the victim to report the crime to the appropriate law enforcement agency responsible for that location. Criminal activity or emergencies can be reported by calling:

- Call Campus Safety Services at (360) 417-6559
- Call 911

- Submit a PC Cares Report at [PC Cares Report | Peninsula College Advocate System \(symplicity.com\)](https://symplicity.com)

### Working Relationship with State and Local Law Enforcement Agencies

Campus Safety Services has a working relationship with local law enforcement agencies at all campus locations (Port Angeles, Forks, and Port Townsend).

### Memorandum of Understanding

PC Campus Safety Services does not currently have a written memorandum of understanding with local law enforcement agencies relating to the investigation of criminal incidents. PC Campus Safety Services has both the responsibility and authority to conduct initial investigations, to actively participate in criminal investigations for crimes that occur on the College's owned, leased, or controlled properties and to coordinate investigations in partnership with local, state, and federal law enforcement agencies.

### Monitoring of Student Organizations at Off-Campus Locations

PC Campus Safety Services does not provide campus safety services to off-campus locations owned, managed, or otherwise controlled by student organizations at this time. Criminal activity occurring at off-campus locations would normally be reported to the local law enforcement agency with jurisdiction for the location. Peninsula College relies on self-reporting of crimes at these locations through employees or students to Campus Safety Services and/or law enforcement. In addition, annual public records requests to these law agencies are generated for statistical reporting.

### Recognized Student Organization

Peninsula College recognizes the student organization [Student Government \(ASC\) | Peninsula College \(pencol.edu\)](https://pencol.edu).

### On-Campus Housing: Collegiate Housing International

Collegiate Housing International (CHI) is a privately owned and controlled property. CHI is located at 1134 & 1138 East Park Avenue, Port Angeles, WA 98362. Incidents that occur at CHI should promptly be reported to 911, CHI housing management, and Peninsula College Campus Safety Services. CHI follows their own protocols for reporting while also working with Campus Safety Services for Clery reportable crimes, including fire statistics. This is done on an annual basis.

*Please note that College Housing International (CHI) is an independently owned and operated facility. Peninsula College does not have authority or jurisdiction over this property.*



# Timely Warnings, Emergency Notifications, and Community Advisories

## Sign Up to Receive Alerts

PC Alerts will send texts & email messages to employees & students (if information is provided), when there are important updates that need to be communicated to PC staff and students. Students are automatically entered into the system in an “Opt-out” process at the beginning of each quarter and based on the most current contact information available in the ctclink system. If students would like to opt out of the system, they can email [campussafety@pencol.edu](mailto:campussafety@pencol.edu) or contact Campus Safety Services by dialing (360) 417-6559.

Employees are prompted to opt-in to the PC Alert ([PC Alert Me - Formstack](#)) system during the on-boarding process with Human Resources, or by following the instructions on the Peninsula College Intranet, PC Connect.

## Emergency Notification Authority

The following PC officials have been identified as having authority to authorize and/or issue Emergency Notifications depending upon the situation and availability: President, Vice President for Finance and Administration, Vice President of Student Services, Director of Facilities, Director of Marketing and Communications, and Director of Emergency Management & Campus Public Safety. PC Officials are primarily responsible for confirming there is a significant emergency or dangerous situation on campus that could cause an immediate threat to the health and safety of the members of the campus community. The responsibility of the Director of Emergency Management & Campus Public Safety, or their designee, will initiate the notification and send out a campus wide notification.

## Types of Alerts

The Clery Act requires educational institutions to issue a “timely warning” notification to the campus community when a Clery Act crime occurs on the institution’s Clery geography and is deemed to represent a serious or continuing threat to the campus community. Timely warnings are issued to the campus community upon learning of a situation that warrants communication for safety purposes. Timely warnings are issued electronically through e-mail, student database (canvas) or other means of communication necessary.

The Clery Act also requires institutions to immediately issue an “emergency notification” to the campus community upon confirmation of a significant emergency involving an immediate threat to the health or safety of students or employees occurring on campus and/or non-campus properties. Emergency notifications are issued to the campus community upon learning of an emergent situation that warrants communication for immediate safety actions/precautions. Emergency notifications are issued electronically through e-mail, student database (Canvas), PC Alert (emergency notification system), website, social media and other means of communication necessary. Community Advisories are discretionary notifications issued for the purpose of disseminating information to the campus community about crimes, incidents or safety hazards that could potentially impact members of the campus community.

## Process of Issuing Alerts

Timely Warnings and Emergency notifications will be provided and sent to the campus community by campus safety services when a Clery Act occurs on PC property and constitutes an ongoing or continuing serious threat to the college community. The responsibility of the Director of Emergency Management & Campus Public Safety, or their designee, will review each case; consider all the facts; evaluate all content; if a timely warning or emergency notification is warranted, they will determine the best method to disseminate the message as soon as feasible. The notification will not contain the victim's name or any other personally identifying information. The information provided in the notifications will advise community members on the best course of action for a particular crime. Timely Warning and Emergency Notifications are reviewed, in collaboration and coordination with the public information officer and the Director of Emergency Management & Campus Public Safety or their designee and can be issued through mass email, PC Alerts, posting on the Campus Safety Services website or main page of the PC website, or other means as appropriate. Campus Safety Services will issue updates for alerts to provide relevant additional information and will normally utilize the same methods used in distributing the original notification.

Campus Safety Services will communicate emergency information to the larger community by working with local law enforcement and emergency management as necessary. Templates of notifications that are used and are subject to be revised according to the situation. Hard copies are saved with the public information officer.

## Missing Student Protocol

The following missing student protocol will be used by Campus Safety Services anytime a student is reported missing. If any member of the College community has reason to believe that a student who resides in campus housing is missing, that person should immediately notify Campus Safety Services. After investigating the missing person report, should Campus Safety Services determine that the student is missing for more than 24 hours, local law enforcement will be notified, unless the local law enforcement agency was the entity that made the determination that the student is missing. Additionally, contact will be made with the missing student's emergency contact (if available) within 24 hours. If the missing person is under the age of 18 and is not an emancipated individual, Campus Safety Services will notify the student's parent or legal guardian. This 24 hour requirement does not preclude implementing the above procedures in less than 24 hours if circumstances warrant a faster implementation.

It is the responsibility of the student to update any changes to contact information within ctclink (the student management system). Only authorized campus officials and law enforcement officers in furtherance of a missing person investigation may utilize this confidential information. If a resident is under 18 years of age, and not an emancipated individual, the custodial parent or guardian of the missing student will be notified, in addition to the confidential contact person designated by the student.

Collegiate Housing International (CHI) is a privately owned and controlled property. CHI follows their own protocols for reporting missing students while also working with Campus Safety Services.



Students, employees, or other individuals can report that a person has been missing directly to Campus Safety Services or any of the Campus Security Authorities (CSAs).

Campus Safety Services will attempt to locate and/or notify an emergency contact person for any Peninsula campus community member who has been reported missing. This may include reporting to and assisting local law enforcement as needed.

- **Call 911**
- **Campus Safety Services (360) 417-6559**
- **e-mail [campussafety@pencol.edu](mailto:campussafety@pencol.edu)**

### Reporting a Crime That May Require a Timely Warning

If you are the survivor of or witness to a crime that may require a timely warning alert because there is an immediate threat to the safety of the campus community, please immediately report the crime to:

- Campus Safety Services by calling (360) 417-6559.
- **In immediate danger, call 911.**

### Emergency Notifications, Preparedness, and Evacuations

Campus Safety Services will immediately notify the campus community upon confirmation of a significant emergency or dangerous situation involving an immediate threat to the health or safety of students, faculty or staff occurring on campus. In accordance with the Higher Education Act of 1965 as amended, Peninsula College has developed a comprehensive multi-channel emergency notification system and procedures to immediately notify the campus community upon the confirmation of a significant emergency or dangerous situation involving an immediate threat to the health or safety of students, staff or visitors occurring on the campus. Campus Safety Services may place a hold on issuing the notification if, in the professional judgment of responsible authorities, issuing it would compromise efforts to assist victims, or contain, respond to, or otherwise mitigate the emergency.

Campus Safety Services uses a variety of methods and will initialize the notification(s) including but not limited to email notices and text messages through PC Alerts, cellular phone, website notices, and social media channels such as: Facebook and Instagram. In situations where there is an armed subject(s) or other threat on or near a campus that requires all campus buildings to be locked down, the system will broadcast a unique alert tone indicating those inside buildings should “lock down and secure in place” and provide instructions regarding what is happening, followed by recommendations as to what protective actions they should take.

### Follow-Up Messages

Updates can also be provided as appropriate, either by prepared message scripts or live voice messages. An “All Clear” message will be broadcast when it is safe to resume normal activity. This system is integrated within the Building Fire System and is used to evacuate buildings when the Fire Alarm is activated. The Fire Alarm broadcasts an industry standard “temporal three” alert tone followed by audible message instructing occupants to exit the building until deemed safe to reenter by Public Safety or the Fire Department. The system is tested quarterly for network connectivity between all campuses. Evacuation and “lockdown” drills are conducted in all campus buildings and outside areas at least once annually.

# Safety Awareness and Crime Prevention Tips

Peninsula College promotes the following information to students, faculty, and staff: Incident Reporting

- For emergencies or a crime being committed, call or text **9-1-1**.
- Report all crimes, no matter how minor they may seem. Notify Campus Safety Services of all suspicious people or activity at (360) 417-6559.
- On campus, report any unsafe-looking areas, or any malfunctioning lights, doors, or windows, to Campus Safety Services at (360) 417-6559.

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 or call Campus Safety Services at **(360) 417-6559 for a Safety Escort**.
- Refrain from getting in elevators with people who look out of place or behave in a strange or threatening way. Always report suspicious people or conditions to Campus Safety Services.
- If followed, go to a populated area.
- Be alert to any suspicious persons or vehicles.
- Carry a fully charged cell phone with emergency numbers pre-programmed.

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 a Washington State Driver's License Number, Example: PCLOCNEP253B2

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

Bicycle Theft:

- Never leave a bicycle unlocked. It only takes a moment to steal an unlocked bicycle.
- U-shaped locks are best. Cables and padlocks can be cut easily and quickly.
- Lock the bicycle frame to one of the many bike racks located around campus. Front wheels can be easily removed.

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 people asking for confidential information or from delivery or repair people who want to enter an area restricted to employees.

#### 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 Campus Safety Services immediately (360) 417-6559.

#### Parking Safety:

- Lock vehicles at all times.
- Remove all valuables from vehicles. Leave them at home, carry them, or lock them in the trunk.
- When returning to a vehicle, have the keys out while approaching. Look through windows to check the interior before going inside.

#### 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.
- Decide what to do in various situations before they occur. Try role-playing or talking about various situations 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.

### Security Awareness Programs

#### Fiscal Year 2024 Awareness Programs

Frequency	Program/Description	
Monthly	President Meetings	
Quarterly	New Student Orientation	
Enrollment/Yearly	Vector Computer Training (Student & Employees)	
Weekly	PC Cares	Weekly meeting to address accident/ incident reports that come in.
Monthly	Naloxone & Fentanyl Test Strips	Dispenser & Marketing Campaign
Monthly	COVID Test Strips	E-mailed notifications, Dispenser (Closed 2025)

# How to Report a Crime

## Reporting Crime, Emergencies, and Other Incidents

Promptly reporting a crime to either campus safety or law enforcement is essential to the apprehension and arrest of criminals. The odds of law enforcement making an arrest decreases quickly with the passage of time. If you are a survivor of a crime, or witness to a crime, immediately go to a safe place, call 911, after calling 911 stay on the line with the dispatcher in either case and tell them everything you can remember about the suspect and then call Campus Safety Services.

For example, please provide a description of the suspect(s):

1. Clothing;
2. physical appearance including height, and weight;
3. hair and eye color;
4. distinguishing marks such as scars, piercings, or tattoos.
5. If a vehicle is involved, make note of the color of the vehicle, the make and model, and the license plate number.
6. Be as specific as possible about the location of the incident by noting the address where the incident occurred, and the names of businesses located nearby.
7. Note the direction of travel that the suspect took when they left the scene and anything else that may be helpful to police in their efforts to apprehend the suspect(s).

Reporting crimes to Campus Safety Services or law enforcement decreases the likelihood that the crime will happen again and assists Campus Safety to timely respond to incidents of crime and keep our campus safe.

## Reporting Crime to Campus Security Authorities (CSA)

Under the Clery Act, there are three categories of individuals who are considered Campus Security Authorities:

- Campus Safety Services;
- Campus Security Authorities / Individuals specifically identified as preferred receivers of reports;
- Individuals with significant responsibility for student and campus activities, including student housing, discipline, and campus judicial proceedings.

The following is a list of individuals and offices where students and employees can report crime (other than to law enforcement) so the offense can be included in the annual statistical disclosures:

- Director of Emergency Management & Campus Public Safety Services Marty Martinez via email: [mmartinez@pencol.edu](mailto:mmartinez@pencol.edu) or by calling (360) 417-6580.
- Vice President of Human Resources Diversity, Equity & Inclusion Hanan Zawideh e-mail: [hzawidesh@pencol.edu](mailto:hzawidesh@pencol.edu) or by calling Phone (360) 417-6212.

- Title IX Coordinator, Vice President of Human Resources Diversity Equity & Inclusion via e-mail: [hzawideh@pencol.edu](mailto:hzawideh@pencol.edu) or by calling (360) 417-6212.
- Office of Student Conduct, Associate Dean of Enrollment Services Ruth Adams e-mail: [radams@pencol.edu](mailto:radams@pencol.edu) or by calling (360) 417-6393.
- Human Resources via e-mail [pchr@pencol.edu](mailto:pchr@pencol.edu) or by calling M-F (360) 417-6298.
- Facilities Management (360) 452-9277, Director of Facility Services Jay Smith e-mail: [jsmith@pencol.edu](mailto:jsmith@pencol.edu) or by calling (360) 417-6403.
- Any other individual at PC that is a designated Campus Security Authority.
- Procedures for Reporting Crime and Emergencies: [PC Cares!](#)

Peninsula College is dedicated to creating a safe environment for students, staff, faculty, and visitors by strongly encouraging accurate and prompt reporting of all crimes and public safety related information. Campus Safety Services at Peninsula College encourage reporting of any suspicious activity on or off campus that is not conducive to the College Mission of teaching and learning. Such reports are taken seriously and in a timely manner. **9-1-1** should be dialed in all emergency situations.

Incident reports are forwarded to the appropriate office responsible for student conduct for potential action, as appropriate. Any report of sexual discrimination, sexual misconduct, relationship violence and/or stalking will be reported to the Title IX Office. Additional information obtained via the investigation may also be forwarded to the appropriate office responsible for student conduct. Campus Safety Services maintains a strong working relationship with the local law enforcement agencies, and strives to keep open communication, as needed, and warranted, for the safety of all PC students, employees, and guests.

- In person at Building J, office J25 (located across from the Bookstore in the Pirate Union Building PUB) or
- email [campussafety@pencol.edu](mailto:campussafety@pencol.edu) to report the crime.

We suggest that everyone program the Campus Safety Services phone number into their cellphone for quick and easy access.

## Important Phone Numbers

Please add the emergency and non-emergency numbers below to your phone's contacts list.

### Peninsula College

- Campus Safety Services: (360) 417-6559

### Local Law Enforcement Agency, Port Angeles Campus

- Port Angeles Police Department
  - Emergency: 911
  - Non-emergency: (360) 452-4545
- Sequim Police Department
  - Emergency: 911
  - Non-emergency: (360) 452-4545
- Clallam County Sheriff's Office
  - Emergency: 911
  - Non-emergency: (360) 452-4545

### Local Law Enforcement Agency, Forks Campus

- Forks Police Department
  - Emergency: 911
  - Non-emergency: (360) 452-4545
- Clallam County Sheriff's Office
  - Emergency: 911
  - Non-emergency: (360) 452-4545

### Local Law Enforcement Agency, Port Townsend Campus

- Port Townsend Police Department
  - Emergency: 911
  - Non-emergency: (360) 385-2322
- Jefferson County Sheriff's Office
  - Emergency: 911
  - Non-emergency: (360) 344-9779
  - Fort Worden State Park Ranger Office: (360) 344-4412

## Voluntary and Confidential Reporting

**Victims of on-campus crime that do not wish to pursue action** within Peninsula College's reporting system or the criminal justice system may still consider making a confidential report. With the victim's permission, a Campus Safety Officer will file a report on the details of the incident without revealing the victim's identity to the public. The purpose of a confidential report is to comply with the victim's wishes to keep the matter confidential, while taking steps to ensure the future safety of the victim and others. With such information, the College can keep accurate records of the number of incidents involving students, determine where there is a pattern or crime with regard to a particular location, method, or assailant, and alert the campus community to potential danger. Reports filed in this manner are counted and disclosed in the annual crime statistics.

### Confidentiality Statement

Confidentiality is the legal and ethical duty of licensed mental health counselors not to reveal information about their clients to unauthorized individuals. Legally and ethically, licensed mental health counselors are bound by statute and by the profession's code of professional conduct not to reveal information about their clients to unauthorized individuals. Peninsula College Mental Health Staff will email student resources that apply to their situation. To keep confidentiality, the Counseling team will not share private and confidential information. The Mental Health Counselor(s) will submit a report annually with only the required crime statistic data, which will be included in the annual security report (ASFSR), and all other information is kept private and confidential. Crime statistic data includes: Category of crime/hate crime, geographic location crime occurred (i.e. On campus, public property, on campus housing, etc.) and number of criminal offenses which have occurred. Crime statistic data will not include a student or employee name, directory information, or any personal information to come out of a counseling session. [PC Cares Report | Peninsula College Advocate System \(symplicity.com\)](#)..

Peninsula College will treat all communication with students as private, following FERPA and/or HIPPA guidelines. Information obtained through testing, individual counseling sessions, or pastoral and professional counselors or any other means shall remain a private communication. Students involved in group counseling are asked to treat the group sessions in a similar confidential manner.

**The only situations in which this confidentiality will be breached are the following:**

1. Those in which the student threatens harm to themselves or others. Under those circumstances, the Counselor is responsible to take whatever steps are necessary to ensure the safety of the individual and/or those in their environment who may be at risk.
2. Counselors are required to report physical and sexual abuse of minors or the elderly to the State Department of Social Services.
3. Counselors may release records if required by a court ordered subpoena.

Any other release of information, either written or verbal, will only occur after written authorization from the student.

Draft Mental Health Staff Form Used

Crimes:	On-Campus	Non-Campus	Public Property	On-Campus Housing
Murder				
Manslaughter				
Aggravated Assault				
Arson				
Burglary				
Robbery				
Motor Vehicle Theft				
Sex Offenses:				
Rape				
Fondling				
Statutory Rape				
Incest				
Arrests & Referrals for Disciplinary Action:				
Liquor Law Violation				
Drug Abuse Violations				
Weapons Possession				
Hate Crimes:				
Simple Assault				
Intimidation				
Destruction/Damage/Vandalism of Property				
VAWA Crimes:				
Domestic Violence				
Dating Violence				
Stalking				
Timely Warning Needed?	Yes	No	N/A	
Emergency Notification Needed?	Yes	No	N/A	

**On-Campus** = Crime occurred on the property of one of our campus locations (PA/Forks)

**Non-Campus** = Crime occurred at an off-site location where we send students (this also covers parking lots at these locations)

**Public Property** = Sidewalk/Street/Sidewalk rule. This includes areas immediately adjacent to our PA/Forks campuses as well as trails or other pathways that lead into our property.

**On-Campus Housing** = Crimes that occur at CHI



## Voluntary and Confidential Reporting of Crime (Not to Law Enforcement)

Any individual who wants to report a crime other than to Campus Safety or law enforcement may do so by speaking with professionals who have legally protected confidentiality. At Peninsula College, confidential reports may be made to a PC **confidential** Mental Health Counselor, located in building D. Information shared with the Mental Health Counselor will remain confidential and will not be shared with PC, or anyone else without express, written permission of the individual seeking services unless required by law or court order.

### Non-Confidential

Even though these services are not confidential, all information shared with them will be kept private, meaning that it will only be shared on a need-to-know basis, and with notice. These resources can also provide academic support including help working with faculty, registration issues, or other things that students experiencing sexual assault or misconduct may need to be successful at PC.

- Associate Dean for Student Advising and Support Services
- Associate Dean for Enrollment Services
- Human Resources Department
- Title IX Coordinator and Deputy Coordinator(s)
- [PC Cares Report | Peninsula College Advocate System \(symplicity.com\)](#).

## Help for Students Experiencing Sexual Harassment or Misconduct

PC is committed to offering several ways to get help for students experiencing sexual harassment, or misconduct. While many individuals and offices are ready to help, they fall into two broad categories: confidential and not confidential.

## Steps I Can Take to Contribute to a Safe and Healthy Community

1. BE ALERT. Always be alert to your surroundings.
2. IF ANYONE OBSERVES ANY SUSPICIOUS ACTIVITY OR WISH TO REPORT ANY CRIMINAL ACT, CALL THE POLICE IMMEDIATELY. For police, fire, or medical emergencies on any Peninsula College campus, contact law enforcement by calling 911 from any campus phone or cell phone. The campus community is encouraged to also report all crimes and safety-related incidents accurately and promptly to the Campus Safety Services in one of three ways:
  - a. By phone: Dial (360) 417-6559 to reach a Campus Safety Officer or Security Services.
  - b. By Email: email Campus Safety Services at [campussafety@pencol.edu](mailto:campussafety@pencol.edu)
  - c. By submitting a C.A.R.E. Report by visiting the PC website at [PC Cares Report | Peninsula College Advocate System](#) and search for PC CARES or Campus Safety Services. Once there, employees & students will want to submit a report using the PC Cares Report at: [PC Cares Report | Peninsula College Advocate System \(symplicity.com\)](#)

3. IF ANYONE BECOMES AWARE OF A CRIME, OBSERVE A SUSPICIOUS PERSON OR SITUATION, OR ARE A VICTIM YOURSELF, PROMPTLY REPORT IT TO THE POLICE (911) and then Campus Safety Services (360) 417-6559. Timely reports increase the likelihood that critical evidence will be obtained, stolen property will be recovered, and the offender will be successfully prosecuted. This is especially important in cases involving sex offenses. A prompt report to the police will also ensure that you are made aware of all available victim support services.
4. AVOID WALKING ALONE AT NIGHT. Plan to walk in groups, whenever possible. At the Port Angeles campus, please contact Campus Safety Services at (360) 417-6559 for a security escort. If employees or students must travel alone at night, stay on well-lit paths and sidewalks.
5. On-Campus Housing: KEEP YOUR ROOM DOOR LOCKED AT ALL TIMES. Locking your door with your key, wherever you reside, is an effective way to reduce theft and enhance personal safety. The vast majority of thefts occur from unlocked rooms when the occupant is gone only briefly. Do not prop open exterior doors; close any doors propped open. Propped doors are a high risk and greatly increase the chances of your victimization. Do not open your door to someone you do not know.
6. DO NOT LEND YOUR KEY TO ANYONE. Report a lost or stolen key to your landlord or housing manager.
7. REPORT OBSCENE, ANNOYING, OR HARASSING PHONE CALLS OR E-MAIL MESSAGES TO LAW ENFORCEMENT IMMEDIATELY. The non-emergency number for Clallam County is: (360) 452-4545. The non-emergency number for Jefferson County is (360) 344-9799.
8. REPORT ALL SECURITY-RELATED MAINTENANCE PROBLEMS. Locks, doors, windows, exterior lights in need of replacement, shrubbery in need of trimming or other unsafe conditions should be reported immediately to Facilities by calling the Main College number at: (360) 452-9277. Campus facilities and landscaping are maintained in a manner to minimize hazardous conditions. Any conditions found are reported to the appropriate department. At other campuses, they report maintenance issues to the branch administrator.
9. PARK YOUR CAR IN WELL-LIT AREAS AND KEEP IT LOCKED. Lock all valuables in the trunk of your vehicle.
10. SECURE YOUR BICYCLE WHEN ON CAMPUS. Campus Safety Services strongly recommends a U-style lock.
11. BE AWARE OF CAMPUS CRIME TRENDS. Information on campus crime is available on the PC Campus Safety website. The Campus Safety Services maintains a daily Crime/Fire Log which can be found online at [Daily Crime & Fire Log | Peninsula College \(pencol.edu\)](#). A printed copy can be obtained at the Campus Safety Services Office at PC Port Angeles during business hours, or by emailing [campussafety@pencol.edu](mailto:campussafety@pencol.edu). Request

a copy of the report from either Campus Director at PC-Forks, or PC-Port Townsend.

12. PROTECT YOUR LAPTOP. Always have your laptop secured, whether in your room or in study areas, as it is a high value, targeted item for theft.

## Testing and Evaluation

Peninsula College regularly conducts training sessions and emergency exercises, including tabletop exercises, functional and full-scale exercises, and tests of the PC Alert system to assess and evaluate the emergency plans and the capabilities of the campus to respond to an emergency. Strategic Communications for the PC campuses publicize information about testing of the PC Alert system a few days prior to the test.

Tests/Drills on the PC campuses are performed a minimum of two times per year by Campus Safety Services and Campus Safety Services staff perform their own internal tests to stay current on use of the system. The tests/drills are announced in advance to the campus community.

Campus Safety Services conducts regularly scheduled tests, drills, exercises, and appropriate follow-through activities to assess Peninsula College's preparedness and response plans. This includes Port Angeles, Forks and Port Townsend campuses. The exercises include the emergency management system and emergency response organization (Incident Management Team). Exercises may include earthquake drills, lock down drills and fire drills.

### Drill and Exercises

Since PC is a large multi-campus district it is important to understand that no single approach can reach 100 percent of the staff, faculty, and student population. To optimize the efficiency and effectiveness of our emergency notification efforts, PC maintains a multi-modal approach to all hazard's emergency alert and notification. Because PC uses several methods of communication channels to inform staff, students and the community, the appropriate communication channel(s) will be determined by the incident timelines, type of incident, scope of the incidents and populations affected.

#### Fiscal Year 2024 Drills and Exercise Events

Date	Drill/Exercise Description	Location
June 2024	Cyber Attack Table Top	J47
October 2024	Earthquake Drill	All Campuses
Nov. 2024	Active Threat Table Top	PCPA - C203

# Daily Crime & Fire Log

The Daily Crime & Fire Log records activity reported to Peninsula College Campus Safety Services. The log will include a summary of the incident, the date, time and general location of each incident, and the disposition, if known.

The Daily Crime & Fire Log is always open to the public for inspection during normal business hours. Any portion of the log that is older than 60 days must be made available within two business days of a public request.

Information may be withheld from the Daily Crime & Fire Log, in these cases:

- Disclosure of information is prohibited by law.
- Disclosure would jeopardize the confidentiality of the victim.
- There is clear and convincing evidence that the release of such information would jeopardize an ongoing criminal investigation or the safety of an individual.

The Peninsula College Daily Crime & Fire Log can be found on the College website under Campus Safety/Emergency Management at [Daily Crime & Fire Log | Peninsula College \(pencol.edu\)](https://pencol.edu/daily-crime-fire-log)

Peninsula College maintains a Campus Safety Services Department and is therefore required under the Clery Act to publish a Daily Crime & Fire Log that reflects reports of crimes and incidents made to Campus Safety Services. Access the online Daily Crime & Fire at [Daily Crime & Fire Log | Peninsula College \(pencol.edu\)](https://pencol.edu/daily-crime-fire-log).

Reports of crime entered on the Daily Crime & Fire Log are made without regard to whether the reports have been investigated, proven, or otherwise determined to have credibility. This entry of this information is intended to provide information to our campus community about reported crimes on or near campus, and to allow community members to make informed decisions about their personal safety. The DCL contains the information entered by Campus Safety Services into its system following a call to Campus Safety for service, and includes: the crime classification, case number, date of report, date and time of occurrence, general location, and disposition.

Campus Safety Services encourages anyone with information about entries on the Daily Crime & Fire Log or any retaliation related to those reports, to contact Campus Safety Services as soon as possible. The Department of Campus Safety Services encourages all individuals to promptly report all crimes to Campus Safety Services or local law enforcement. The crime statistics contained in PC's Annual Security Reports are different from the reports reflected in the Daily Crime & Fire Log because the Annual Security Report only reflects statistics for Clery Act reportable crimes that occurred on defined Clery geography locations. The Daily Crime & Fire Log reflects all incidents which occurred either on or off campus.

The Daily Crime & Fire Log is updated by Campus Safety Services personnel each business day with information concerning reports of crime made to Campus Safety. Reports received on weekends and holidays are recorded in the log on the next business day. Entries made on the log within the last sixty days are updated as new information becomes available.

## Crime Statistics

The following crime statistics account for the three Peninsula College campus locations in Clallam and Jefferson counties.

### Clery Act Crime Statistics – Port Angeles Main Campus

2024 Crime Statistics - Port Angeles Main Campus					
Offense (Reported by Hierarchy Rule)	On-Campus	Non-Campus	Public Property	Total	On-Campus Student Housing Facility (CHI)
<b>Murder/Non-Negligent Manslaughter</b>	0	0	0	0	0
<b>Manslaughter by Negligence</b>	0	0	0	0	0
<b>Rape</b>	0	4	0	5	1
<b>Fondling</b>	0	0	0	0	0
<b>Incest</b>	0	0	0	0	0
<b>Statutory Rape</b>	0	0	0	0	0
<b>Robbery</b>	0	0	0	0	0
<b>Aggravated Assault</b>	0	4	0	4	0
<b>Burglary</b>	0	0	0	0	0
<b>Motor Vehicle Theft</b>	0	0	0	0	0
<b>Arson</b>	0	0	0	0	0
<b>Domestic Violence</b>	0	0	0	0	0
<b>Dating Violence</b>	0	0	0	0	0
<b>Stalking</b>	0	0	0	0	0
<b>Unfounded Crimes</b>	0	0	0	0	0

**2023 Crime Statistics -  
Port Angeles Main Campus**

<b>Offense (Reported by Hierarchy Rule)</b>	<b>On-Campus</b>	<b>Non-Campus</b>	<b>Public Property</b>	<b>Total</b>	<b>On-Campus Student Housing Facility (CHI)</b>
<b>Murder/Non-Negligent Manslaughter</b>	0	0	0	0	0
<b>Manslaughter by Negligence</b>	0	0	0	0	0
<b>Rape</b>	0	0	0	0	0
<b>Fondling</b>	0	0	0	0	0
<b>Incest</b>	0	0	0	0	0
<b>Statutory Rape</b>	0	0	0	0	0
<b>Robbery</b>	0	0	0	0	0
<b>Aggravated Assault</b>	0	0	0	0	0
<b>Burglary</b>	2	0	0	2	0
<b>Motor Vehicle Theft</b>	0	0	0	0	0
<b>Arson</b>	0	0	0	0	0
<b>Domestic Violence</b>	0	0	0	0	0
<b>Dating Violence</b>	0	0	0	0	0
<b>Stalking</b>	0	0	0	0	0
<b>Unfounded Crimes</b>	0	0	0	0	0

**2022 Crime Statistics -  
Port Angeles Main Campus**

<b>Offense (Reported by Hierarchy Rule)</b>	<b>On-Campus</b>	<b>Non-Campus</b>	<b>Public Property</b>	<b>Total</b>	<b>On-Campus Student Housing Facility (CHI)</b>
<b>Murder/Non-Negligent Manslaughter</b>	0	0	0	0	0
<b>Manslaughter by Negligence</b>	0	0	0	0	0
<b>Rape</b>	0	12	0	12	0
<b>Fondling</b>	0	0	0	0	0
<b>Incest</b>	0	0	0	0	0
<b>Statutory Rape</b>	0	0	0	0	0
<b>Robbery</b>	0	0	0	0	0
<b>Aggravated Assault</b>	0	8	0	8	0
<b>Burglary</b>	2	0	0	2	0
<b>Motor Vehicle Theft</b>	0	0	4	4	0
<b>Arson</b>	0	0	0	0	0
<b>Domestic Violence</b>	0	1	0	1	0
<b>Dating Violence</b>	0	1	0	1	0
<b>Stalking</b>	0	1	0	1	0
<b>Unfounded Crimes</b>	0	5	0	5	0

\*Unfounded Crimes: 2-Aggravated Assault & 3-Burglary

## Clery Act Crime Statistics – Forks Campus

2024 Crime Statistics- Forks Campus				
Offense (Reported by Hierarchy Rule)	On-Campus	Non-Campus	Public Property	Total
<b>Murder/Non-Negligent Manslaughter</b>	0	0	0	0
<b>Manslaughter by Negligence</b>	0	0	0	0
<b>Rape</b>	0	0	0	0
<b>Fondling</b>	0	0	0	0
<b>Incest</b>	0	0	0	0
<b>Statutory Rape</b>	0	0	0	0
<b>Robbery</b>	0	0	0	0
<b>Aggravated Assault</b>	0	0	0	0
<b>Burglary</b>	0	0	0	0
<b>Motor Vehicle Theft</b>	0	0	0	0
<b>Arson</b>	0	0	0	0
<b>Domestic Violence</b>	0	0	0	0
<b>Dating Violence</b>	0	0	0	0
<b>Stalking</b>	0	0	0	0
<b>Unfounded Crimes</b>	0	0	0	0

2023 Crime Statistics - Forks Campus				
Offense (Reported by Hierarchy Rule)	On-Campus	Non-Campus	Public Property	Total
<b>Murder/Non-Negligent Manslaughter</b>	0	0	0	0
<b>Manslaughter by Negligence</b>	0	0	0	0
<b>Rape</b>	0	0	0	0
<b>Fondling</b>	0	0	0	0
<b>Incest</b>	0	0	0	0
<b>Statutory Rape</b>	0	0	0	0
<b>Robbery</b>	0	0	0	0
<b>Aggravated Assault</b>	0	0	0	0
<b>Burglary</b>	0	0	0	0
<b>Motor Vehicle Theft</b>	0	0	0	0
<b>Arson</b>	0	0	0	0
<b>Domestic Violence</b>	0	0	0	0
<b>Dating Violence</b>	0	0	0	0
<b>Stalking</b>	0	0	0	0
<b>Unfounded Crimes</b>	0	0	0	0



**2022 Crime Statistics -  
Forks Campus**

<b>Offense (Reported by Hierarchy Rule)</b>	<b>On-Campus</b>	<b>Non-Campus</b>	<b>Public Property</b>	<b>Total</b>
<b>Murder/Non-Negligent Manslaughter</b>	0	0	0	0
<b>Manslaughter by Negligence</b>	0	0	0	0
<b>Rape</b>	0	0	0	0
<b>Fondling</b>	0	0	0	0
<b>Incest</b>	0	0	0	0
<b>Statutory Rape</b>	0	0	0	0
<b>Robbery</b>	0	0	0	0
<b>Aggravated Assault</b>	0	0	0	0
<b>Burglary</b>	0	0	0	0
<b>Motor Vehicle Theft</b>	0	0	0	0
<b>Arson</b>	0	0	0	0
<b>Domestic Violence</b>	0	0	0	0
<b>Dating Violence</b>	0	0	0	0
<b>Stalking</b>	0	0	0	0
<b>Unfounded Crimes</b>	0	0	0	0

- No housing units at the Forks Campus

## Clery Act Crime Statistics – Port Townsend Campus

2024 Crime Statistics - Port Townsend Campus				
Offense (Reported by Hierarchy Rule)	On-Campus	Non-Campus	Public Property	Total
<b>Murder/Non-Negligent Manslaughter</b>	0	0	0	0
<b>Manslaughter by Negligence</b>	0	0	0	0
<b>Rape</b>	0	0	1	
<b>Fondling</b>	0	0	0	0
<b>Incest</b>	0	0	0	0
<b>Statutory Rape</b>	0	0	0	0
<b>Robbery</b>	0	0	0	0
<b>Aggravated Assault</b>	0	0	0	0
<b>Burglary</b>	2	0	0	2
<b>Motor Vehicle Theft</b>	0	0	0	0
<b>Arson</b>	0	0	0	0
<b>Domestic Violence</b>	0	0	0	0
<b>Dating Violence</b>	0	0	0	0
<b>Stalking</b>	0	0	0	0
<b>Unfounded Crimes</b>	0	0	0	0

2023 Crime Statistics - Port Townsend Campus				
Offense (Reported by Hierarchy Rule)	On-Campus	Non-Campus	Public Property	Total
<b>Murder/Non-Negligent Manslaughter</b>	0	0	0	0
<b>Manslaughter by Negligence</b>	0	0	0	0
<b>Rape</b>	0	0	0	0
<b>Fondling</b>	0	0	0	0
<b>Incest</b>	0	0	0	0
<b>Statutory Rape</b>	0	0	0	0
<b>Robbery</b>	0	0	0	0
<b>Aggravated Assault</b>	0	0	0	0
<b>Burglary</b>	0	0	0	0
<b>Motor Vehicle Theft</b>	0	0	0	0
<b>Arson</b>	0	0	0	0
<b>Domestic Violence</b>	0	0	0	0
<b>Dating Violence</b>	0	0	0	0
<b>Stalking</b>	0	0	0	0
<b>Unfounded Crimes</b>	0	0	0	0

2022 Crime Statistics - Port Townsend Campus				
Offense (Reported by Hierarchy Rule)	On-Campus	Non-Campus	Public Property	Total
<b>Murder/Non-Negligent Manslaughter</b>	0	0	0	0
<b>Manslaughter by Negligence</b>	0	0	0	0
<b>Rape</b>	0	0	0	0
<b>Fondling</b>	0	0	0	0
<b>Incest</b>	0	0	0	0
<b>Statutory Rape</b>	0	0	0	0
<b>Robbery</b>	0	0	0	0
<b>Aggravated Assault</b>	0	0	0	0
<b>Burglary</b>	0	0	0	0
<b>Motor Vehicle Theft</b>	0	0	0	0
<b>Arson</b>	0	0	0	0
<b>Domestic Violence</b>	0	0	0	0
<b>Dating Violence</b>	0	0	0	0
<b>Stalking</b>	0	0	0	0
<b>Unfounded Crimes</b>	0	0	0	0

- No housing units at the Port Townsend Campus

## Hate Crimes Statistics

Any reportable crime that law enforcement determines has a biased motive. "Bias" means a bias based on race, gender, gender identify, religion, disability, sexual orientation, ethnicity and national origin.

### 2024 Hate Crime Statistics – Port Angeles Campus

Offense	On-Campus	Non-Campus	Public Property	Total	On-Campus Student Housing Facility (CHI)
Arson	0	0	0	0	0
Murder/Non-Negligent Manslaughter	0	0	0	0	0
Sex Offences (rape, fondling, incest, statutory rape)	0	0	0	0	0
Robbery	0	0	0	0	0
Simple Assault	0	0	0	0	0
Aggravated Assault	0	0	0	0	0
Burglary	0	0	0	0	0
Motor Vehicle Theft	0	0	0	0	0
Larceny Theft	0	0	0	0	0
Intimidation	0	0	0	0	0
Destruction, Damage, or Vandalism of Property	0	0	0	0	0
Unfounded Crimes	0	0	0	0	0

### 2023 Hate Crime Statistics – Port Angeles Campus

Offense	On-Campus	Non-Campus	Public Property	Total	On-Campus Student Housing Facility (CHI)
Arson	0	0	0	0	0
Murder/Non-Negligent Manslaughter	0	0	0	0	0
Sex Offences (rape, fondling, incest, statutory rape)	0	0	0	0	0
Robbery	0	0	0	0	0
Simple Assault	0	0	0	0	0
Aggravated Assault	0	0	0	0	0
Burglary	0	0	0	0	0
Motor Vehicle Theft	0	0	0	0	0

<b>Larceny Theft</b>	0	0	0	0	0
<b>Intimidation</b>	0	0	0	0	0
<b>Destruction, Damage, or Vandalism of Property</b>	0	0	0	0	0
<b>Unfounded Crimes</b>	0	0	0	0	0

### 2022 Hate Crime Statistics – Port Angeles Campus

<b>Offense</b>	<b>On-Campus</b>	<b>Non-Campus</b>	<b>Public Property</b>	<b>Total</b>	<b>On-Campus Student Housing Facility (CHI)</b>
<b>Arson</b>	0	0	0	0	0
<b>Murder/Non-Negligent Manslaughter</b>	0	0	0	0	0
<b>Sex Offences (rape, fondling, incest, statutory rape)</b>	0	0	0	0	0
<b>Robbery</b>	0	0	0	0	0
<b>Simple Assault</b>	0	0	0	0	0
<b>Aggravated Assault</b>	0	0	0	0	0
<b>Burglary</b>	0	0	0	0	0
<b>Motor Vehicle Theft</b>	0	0	0	0	0
<b>Larceny Theft</b>	0	0	0	0	0
<b>Intimidation</b>	0	0	0	0	0
<b>Destruction, Damage, or Vandalism of Property</b>	0	0	0	0	0
<b>Unfounded Crimes</b>	0	0	0	0	0

### 2024 Hate Crime Statistics – Forks Campus

Offense	On-Campus	Non-Campus	Public Property	Total	On-Campus Student Housing Facility (CHI)
Arson	0	0	0	0	0
Murder/Non-Negligent Manslaughter	0	0	0	0	0
Sex Offences (rape, fondling, incest, statutory rape)	0	0	0	0	0
Robbery	0	0	0	0	0
Simple Assault	0	0	0	0	0
Aggravated Assault	0	0	0	0	0
Burglary	0	0	0	0	0
Motor Vehicle Theft	0	0	0	0	0
Larceny Theft	0	0	0	0	0
Intimidation	0	0	0	0	0
Destruction, Damage, or Vandalism of Property	0	0	0	0	0
Unfounded Crimes	0	0	0	0	0

### 2023 Hate Crime Statistics – Forks Campus

Offense	On-Campus	Non-Campus	Public Property	Total	On-Campus Student Housing Facility (CHI)
Arson	0	0	0	0	0
Murder/Non-Negligent Manslaughter	0	0	0	0	0
Sex Offences (rape, fondling, incest, statutory rape)	0	0	0	0	0
Robbery	0	0	0	0	0
Simple Assault	0	0	0	0	0
Aggravated Assault	0	0	0	0	0
Burglary	0	0	0	0	0
Motor Vehicle Theft	0	0	0	0	0
Larceny Theft	0	0	0	0	0
Intimidation	0	0	0	0	0

<b>Destruction, Damage, or Vandalism of Property</b>	0	0	0	0	0
<b>Unfounded Crimes</b>	0	0	0	0	0

### 2022 Hate Crime Statistics – Forks Campus

Offense	On-Campus	Non-Campus	Public Property	Total	On-Campus Student Housing Facility (CHI)
<b>Arson</b>	0	0	0	0	0
<b>Murder/Non-Negligent Manslaughter</b>	0	0	0	0	0
<b>Sex Offences (rape, fondling, incest, statutory rape)</b>	0	0	0	0	0
<b>Robbery</b>	0	0	0	0	0
<b>Simple Assault</b>	0	0	0	0	0
<b>Aggravated Assault</b>	0	0	0	0	0
<b>Burglary</b>	0	0	0	0	0
<b>Motor Vehicle Theft</b>	0	0	0	0	0
<b>Larceny Theft</b>	0	0	0	0	0
<b>Intimidation</b>	0	0	0	0	0
<b>Destruction, Damage, or Vandalism of Property</b>	0	0	0	0	0
<b>Unfounded Crimes</b>	0	0	0	0	0

### 2024 Hate Crime Statistics – Port Townsend Campus

Offense	On-Campus	Non-Campus	Public Property	Total	On-Campus Student Housing Facility (CHI)
<b>Arson</b>	0	0	0	0	0
<b>Murder/Non-Negligent Manslaughter</b>	0	0	0	0	0
<b>Sex Offences (rape, fondling, incest, statutory rape)</b>	0	0	0	0	0
<b>Robbery</b>	0	0	0	0	0
<b>Simple Assault</b>	0	0	0	0	0
<b>Aggravated Assault</b>	0	0	0	0	0
<b>Burglary</b>	0	0	0	0	0
<b>Motor Vehicle Theft</b>	0	0	0	0	0



<b>Larceny Theft</b>	0	0	0	0	0
<b>Intimidation</b>	0	0	0	0	0
<b>Destruction, Damage, or Vandalism of Property</b>	0	0	0	0	0
<b>Unfounded Crimes</b>	0	0	0	0	0

### 2023 Hate Crime Statistics – Port Townsend Campus

Offense	On-Campus	Non-Campus	Public Property	Total	On-Campus Student Housing Facility (CHI)
<b>Arson</b>	0	0	0	0	0
<b>Murder/Non-Negligent Manslaughter</b>	0	0	0	0	0
<b>Sex Offences (rape, fondling, incest, statutory rape)</b>	0	0	0	0	0
<b>Robbery</b>	0	0	0	0	0
<b>Simple Assault</b>	0	0	0	0	0
<b>Aggravated Assault</b>	0	0	0	0	0
<b>Burglary</b>	0	0	0	0	0
<b>Motor Vehicle Theft</b>	0	0	0	0	0
<b>Larceny Theft</b>	0	0	0	0	0
<b>Intimidation</b>	0	0	0	0	0
<b>Destruction, Damage, or Vandalism of Property</b>	0	0	0	0	0
<b>Unfounded Crimes</b>	0	0	0	0	0

## 2022 Hate Crime Statistics – Port Townsend Campus

Offense	On-Campus	Non-Campus	Public Property	Total	On-Campus Student Housing Facility (CHI)
Arson	0	0	0	0	0
Murder/Non-Negligent Manslaughter	0	0	0	0	0
Sex Offences (rape, fondling, incest, statutory rape)	0	0	0	0	0
Robbery	0	0	0	0	0
Simple Assault	0	0	0	0	0
Aggravated Assault	0	0	0	0	0
Burglary	0	0	0	0	0
Motor Vehicle Theft	0	0	0	0	0
Larceny Theft	0	0	0	0	0
Intimidation	0	0	0	0	0
Destruction, Damage, or Vandalism of Property	0	0	0	0	0
Unfounded Crimes	0	0	0	0	0

## Liquor, Drug Weapon Offense

### Referral/Disciplinary Actions

#### 2024 Liquor, Drug Weapon Offense – Port Angeles Campus

Notifications/Arrests	On-Campus	Non-Campus	Public Property	Total	On-Campus Student Housing Facility (CHI)	Arrests
Liquor Law Violations	0	8	0	8	0	0
Drug Law Violations	0	6	0	6	0	0
Weapons Law Violations	0	4	0	4	0	0
<b>Referred for Disciplinary Action</b>						
Liquor Law Violations Referred for Disciplinary Action	1	0	0	1	0	1
Drug Law Violations Referred for Disciplinary Action	0	0	0	0	0	0
Weapons Law Violations Referred for Disciplinary Action	0	0	0	0	0	0
Unfounded Crimes	0	0	0	0	0	0

#### 2023 Liquor, Drug Weapon Offense – Port Angeles Campus

Notifications/Arrests	On-Campus	Non-Campus	Public Property	Total	On-Campus Student Housing Facility (CHI)	Arrests
Liquor Violations	1	0	0	1	0	0
Drug Violations	0	0	0	0	0	0
Weapons Violations	0	0	0	0	0	0

<b>Referred for Disciplinary Action</b>						
Liquor Law Violations Referred for Disciplinary Action	1	0	0	0	1	0
Drug Law Violations Referred for Disciplinary Action	0	0	0	0	0	0
Weapons Law Violations Referred for Disciplinary Action	0	0	0	0	0	0
Unfounded Crimes	0	0	0	0	0	0

**2022 Liquor, Drug Weapon Offense – Port Angeles Campus**

Notifications/Arrests	On-Campus	Non-Campus	Public Property	Total	On-Campus Student Housing Facility (CHI)	Arrests
Liquor Law Violations	0	0	0	0	0	0
Drug Law Violations	0	0	0	0	0	0
Weapons Law Violations	0	0	0	0	0	0
<b>Referred for Disciplinary Action</b>						
Liquor Law Violations Referred for Disciplinary Action	0	0	0	0	0	0
Drug Law Violations Referred for Disciplinary Action	0	0	0	0	0	0
Weapons Law Violations Referred for Disciplinary Action	0	0	0	0	0	0
Unfounded Crimes	0	0	0	0	0	0

- Anyone under 21, it is against the law for consuming/possession/selling of liquor.
- Cannabis is legal in Washington for Adults 21 years and older.
- Other drugs are against the law to sell or have in possession.

**2024 Liquor, Drug Weapon  
Offense – Forks Campus**

Notifications/Arrests	On-Campus	Non-Campus	Public Property	Total	On-Campus Student Housing Facility (CHI)	Arrests
Liquor Law Violations	0	0	0	0	0	0
Drug Law Violations	0	0	0	0	0	0
Weapons Law Violations	0	0	0	0	0	0
<b>Referred for Disciplinary Action</b>						
Liquor Law Violations Referred for Disciplinary Action	0	0	0	0	0	0
Drug Law Violations Referred for Disciplinary Action	0	0	0	0	0	0
Weapons Law Violations Referred for Disciplinary Action	0	0	0	0	0	0
Unfounded Crimes	0	0	0	0	0	0

**2023 Liquor, Drug Weapon  
Offense – Forks Campus**

Notifications/Arrests	On-Campus	Non-Campus	Public Property	Total	On-Campus Student Housing Facility (CHI)	Arrests
Liquor Violations	1	0	0	1	0	0
Drug Violations	0	0	0	0	0	0
Weapons Violations	0	0	0	0	0	0
<b>Referred for Disciplinary Action</b>						

Liquor Law Violations Referred for Disciplinary Action	1	0	0	0	1	0
Drug Law Violations Referred for Disciplinary Action	0	0	0	0	0	0
Weapons Law Violations Referred for Disciplinary Action	0	0	0	0	0	0
Unfounded Crimes	0	0	0	0	0	0

**2022 Liquor, Drug Weapon Offense – Forks Campus**

Notifications/Arrests	On-Campus	Non-Campus	Public Property	Total	On-Campus Student Housing Facility (CHI)	Arrests
Liquor Law Violations	0	0	0	0	0	0
Drug Law Violations	0	0	0	0	0	0
Weapons Law Violations	0	0	0	0	0	0
<b>Referred for Disciplinary Action</b>						
Liquor Law Violations Referred for Disciplinary Action	0	0	0	0	0	0
Drug Law Violations Referred for Disciplinary Action	0	0	0	0	0	0
Weapons Law Violations Referred for Disciplinary Action	0	0	0	0	0	0
Unfounded Crimes	0	0	0	0	0	0

- Anyone under 21, it is against the law for consuming/possession/selling of liquor.
- Cannabis is legal in Washington for Adults 21 years and older.
- Other drugs are against the law to sell or have in possession.

**2024 Liquor, Drug Weapon  
Offense – Port Townsend  
Campus**

Notifications/Arrests	On-Campus	Non-Campus	Public Property	Total	On-Campus Student Housing Facility (CHI)	Arrests
Liquor Law Violations	0	0	0	0	0	0
0Drug Law Violations	0	1	0	1	0	1
Weapons Law Violations	0	0	0	0	0	0
<b>Referred for Disciplinary Action</b>						
Liquor Law Violations Referred for Disciplinary Action	0	0	0	0	0	0
Drug Law Violations Referred for Disciplinary Action	0	0	0	0	0	0
Weapons Law Violations Referred for Disciplinary Action	0	0	0	0	0	0
Unfounded Crimes	0	0	0	0	0	0

**2023 Liquor, Drug Weapon  
Offense – Port Townsend  
Campus**

Notifications/Arrests	On-Campus	Non-Campus	Public Property	Total	On-Campus Student Housing Facility (CHI)	Arrests
Liquor Violations	1	0	0	1	0	0
Drug Violations	0	0	0	0	0	0
Weapons Violations	0	0	0	0	0	0
<b>Referred for Disciplinary Action</b>						



Liquor Law Violations Referred for Disciplinary Action	1	0	0	0	1	0
Drug Law Violations Referred for Disciplinary Action	0	0	0	0	0	0
Weapons Law Violations Referred for Disciplinary Action	0	0	0	0	0	0
Unfounded Crimes	0	0	0	0	0	0

**2022 Liquor, Drug Weapon  
Offense – Port Townsend  
Campus**

Notifications/Arrests	On-Campus	Non-Campus	Public Property	Total	On-Campus Student Housing Facility (CHI)	Arrests
Liquor Law Violations	0	0	0	0	0	0
Drug Law Violations	0	0	0	0	0	0
Weapons Law Violations	0	0	0	0	0	0
<b>Referred for Disciplinary Action</b>						
Liquor Law Violations Referred for Disciplinary Action	0	0	0	0	0	0
Drug Law Violations Referred for Disciplinary Action	0	0	0	0	0	0
Weapons Law Violations Referred for Disciplinary Action	0	0	0	0	0	0
Unfounded Crimes	0	0	0	0	0	0

- Anyone under 21, it is against the law for consuming/possession/selling of liquor.
- Cannabis is legal in Washington for Adults 21 years and older.
- Other drugs are against the law to sell or have in possession.

## Hazing Crimes

*Stop Campus Hazing Act* was signed into law on December 24, 2024. The Act amends the Jeanne Clery Disclosure of Campus Security Policy and Campus Crime Statistics Act 20 USC 1092(f), a subsection of the Higher Education Act of 1965 (the Clery Act), and remains the Clery Act Officially as the Jeanne Clery Campus Safety Act.

The new federal law required covered college and universities to:

1. Compile and disclose statistics on hazing incidents reported to campus security authorities or locate policies in their Annual Security Report
2. Public information related to hazing incidents in a newly established Campus Hazing Transparency Report *and*
3. Publish specified information related to anti-hazing policies and hazing prevention programs.

We are currently collecting this information; it isn't included in this report as this report is for statistics for the year 2024. PC began collecting data on reported hazing on January 1, 2025.

## Reporting Hate Crimes

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

1. Any reportable crime that law enforcement determines has a biased motive. "Bias" means a bias based on race, gender, gender identity, religion, disability, sexual orientation, ethnicity, and national origin.
2. Crimes that result in bodily injury, and that law enforcement determines has a biased motive.
3. Any of the (below) non-required crimes, where it was determined by Law Enforcement that the motive was bias:

### **a. Larceny/Theft**

1. *Pocket Picking* - theft of articles from another person's physical possessions by stealth where the victim usually does not become immediately aware of theft. (If use of force or threat of force is present, this will be counted as a strong-arm robbery.
2. *Purse Snatching* – grabbing or snatching of a purse, handbag, etc., from the physical possession of another person.
3. *Shoplifting* – theft from within a building which is either open to the general public or where the offender has legal access.
4. *Theft from Building* – Theft from within a building which is either open to the general public or where the offender has legal access.
5. *Theft from Coin Operated Machine or Device* – theft from a machine or device which is operated or activated by the use of coins.
6. *Theft from a Motor Vehicle* – theft of articles from a motor vehicle, whether locked or unlocked. Note: Do not count theft of motor vehicle parts or accessories.
7. *All Other Larceny* – all thefts which do not fit any of the definitions of the specific subcategories of Larceny/Theft listed above.

- b. Simple Assault** – an unlawful physical attack by one person upon another where neither the offender displays a weapon, but the victim suffers obvious

severe or aggravated bodily injury involving apparent broken bones, loss of teeth, possible internal injury, severe laceration, or loss of consciousness.

- c. **Intimidation** – to unlawfully place another person in reasonable fear of bodily harm through the use of threatening words and/or other conduct but without displaying a weapon or subjecting the victim to actual physical attack.
- d. **Destruction/Damage/Vandalism of Property (Except Arson)** – to destroy willfully or maliciously, damage, deface or otherwise injure real or personal property without the consent of the owner or the person having custody or control of it.

## Campus Security Authority (CSA)

The Clery Act requires Peninsula College to disclose statistics for certain crimes that occur within the Institute's Clery geography and that are reported to Campus Security Authorities (CSAs) or local law enforcement. CSAs include any member of the Campus Safety Services; any individual who has responsibility for campus security; any individual identified by the College as someone to whom a crime should be reported; and any college official who has significant responsibility for student and campus activities. A wide variety of individuals serve as CSAs based on their job functions and include people working in the offices below:

- Campus Safety Services
- Department of Athletics, including coaching staff, trainers, and associated staff members
- Office of Student Conduct
- Student Organizations, Leadership, and Engagements Office
- Student Support Services
- Vice Presidents
- Human Resources Office
- Faculty that Oversees Clubs, Greek Affairs, Student Groups
- Title IX Coordinator

A reasonable attempt has been made to collect crime statistics from all CSAs and to identify all reported Clery Act crimes for inclusion in this Annual Security & Fire Safety Report. For assistance with Clery related inquiries please email Campus Safety Services at [campussafety@pencol.edu](mailto:campussafety@pencol.edu).

## Campus Policies

Peninsula College is committed to upholding our Mission, Vision & Guiding Principles through the fair and consistent application of our policies and procedures. Our policies and procedures provide an institutional perspective on many important issues for college management and governance. Peninsula College is currently reviewing and updating their policies and procedures, please refer to the date "reviewed" for the latest version published. They also provide a context for action and thoughtful decision making. For quick access to commonly referenced policies and procedures, visit [Peninsula College - E-Resources](#).

### Possession, Use, and Sale of Alcoholic Beverages and/or Unlawful Drugs

Part of the Peninsula College mission is a commitment to providing an atmosphere of creative learning and healthful living for students and employees. The personal hazards involved with substance abuse and the detrimental effects such abuse has on others undermine the commitment of safety and security to students and employees. Therefore, Peninsula upholds policies that prohibit the use of alcohol, tobacco, and unlawful drugs (including underage minors). Students and employees are expected to practice this lifestyle while on campus.

The College prohibits the use, possession, delivery, sale or being observably under the influence of any drug as defined by RCW 69.41 or any other controlled substance, including cannabis, under RCW 69.50, except as prescribed by a licensed practitioner. Also, the College limits the use of alcohol and tobacco on Peninsula College owned or leased facilities. Any student found to be in violation of the college's Drug, Alcohol and Tobacco policy may be referred to the CARE Team for evaluation and be required to abide by any further recommendations as a condition of continued enrollment. Any students found guilty of alcohol or drug violations will be referred to the student conduct office.

Any employee found to be in violation of the college's Drug, Alcohol and Tobacco policy may be referred to Human Resources for evaluation and be required to abide by any further recommendations as a condition of employment. [211 Drug and Alcohol-Free Workplace Policy - Diligent Community](#)

It is the College's policy that each discipline situation be treated on an individual basis, in a manner and with the least possible personal embarrassment and disruption of the student's education.

If a student comes under disciplinary action by violating College's regulations and policies including alleged sex offenses, the Vice President for Student Services, the Student Conduct Officer, and/or the Student Affairs Committee will seek a solution to the problem and obtain appropriate support that may involve contacting the student's parents, restitution, and any one of the several levels of discipline. Depending on the situation, the College follows Title IX policies and procedures. Discipline does not necessarily proceed consecutively through each of the following levels, and the College may proceed directly to any level, including dismissal from Peninsula College, in its sole discretion based on the totality of the circumstances:

- Verbal and/or written disciplinary warning from a Conduct Officer or the Vice President for Student Services
- Disciplinary probation which may include restriction of privileges, behavioral contract, etc.
- Suspension from classes for a period of time
- Dismissal from school
- No contact order and/or not in good standing
- Substance abuse education
- Program referral
- Counseling
- Health Risk
- Treatment Programs

# Drug-Free Schools and Campuses Act (DFSCA)

Peninsula College is committed to providing a healthy and productive educational environment. Teaching, learning, and other work can be impaired by alcohol and drug use. The abuse of alcohol and the use of illegal drugs by members of the Peninsula College community are incompatible with the goals of an academic institution. Therefore, the use, possession, transfer or sale of illegal drugs by employees is prohibited and the use of alcohol on Peninsula College campus will be limited.

Peninsula College maintains a Drug and Alcohol-Free Workplace Policy in accordance with federal and state requirements. [211 Drug and Alcohol-Free Workplace Policy - Diligent Community](#)

Only those functions sponsored by the College or the Peninsula College Foundation may apply to serve alcohol on campus. The decision regarding the use of alcohol at any Peninsula College function resides with the College President.

Peninsula College employees are prohibited from being demonstrably under the influence of controlled substances in the workplace (WAC 296-800-11025). Violation of this policy will result in sanctions consistent with the college's employee disciplinary procedures, college regulations, collective bargaining agreements, and local, state, and federal law.

Sanctions for employees may include, but are not limited to, counseling, mandatory participation in an appropriate rehabilitation program, fines, participation in community service, unpaid suspension from employment, loss of certain campus privileges, termination of employment, and/or referral for prosecution.

Under Part 86 of the Education Department General Administrative Regulation (EDGAR) and the Drug-Free Schools and Community Act, institutions of higher education (IHEs) receiving federal financial assistance must perform:

1. The annual distribution in writing to each employee, and to each student who is taking one or more classes for any type of academic credit except for continuing education units, regardless of the length of the student's program of study, of:
  - Standards of conduct that clearly prohibit, at a minimum, the unlawful possession, use, or distribution of illicit drugs and alcohol by students and employees on its property or as part of any of its activities
  - A description of the applicable legal sanctions under local, State, or Federal law for the unlawful possession or distribution of illicit drugs and alcohol
  - A description of the health risks associated with the use of illicit drugs and the abuse of alcohol
  - A description of any drug or alcohol counseling, treatment, or rehabilitation or re-entry programs that are available to employees or students
  - A clear statement that the Peninsula College will impose disciplinary sanctions on students and employees (consistent with local, State, and Federal law), and a description of those sanctions, up to and including expulsion or termination of

employment and referral for prosecution, for violations of the standards of conduct.

2. A biennial review by Peninsula College of its program to:
  - Determine its effectiveness and implement changes to the program if they are needed
  - Ensure that the disciplinary sanctions described in paragraph (a)(5) of this section are consistently enforced.

In accordance with these laws, this report detailed below is distributed annually to Peninsula College faculty, staff and students in compliance with the [Drug-Free Workplace Act of 1988](#) and the Drug-Free Schools and Community Act of 1989 [H.R.3614 - 101st Congress \(1989-1990\): Drug-Free Schools and Communities Act Amendments of 1989 | Congress.gov | Library of Congress](#).

## **FEDERAL AND STATE SANCTIONS AND LOCAL MUNICIPAL CODES**

The possession, use, or distribution of illicit drugs is prohibited by federal law. Strict penalties are enforced for drug convictions, including mandatory prison terms for many offenses. The following information is an overview of federal penalties for first convictions. All penalties are doubled for any subsequent drug conviction.

### **FEDERAL SANCTIONS**

The following information contains the Federal penalties and sanctions for illegal possession of a controlled substance as published by the Department of Justice (DOJ) and Drug Enforcement Administration (DEA). Additional penalties are imposed for trafficking.

21 U.S.C. 844(a). First conviction: Up to one year imprisonment and fined at least \$1,000 but not more than \$100,000, or both. After one prior drug conviction: At least 15 days in prison, not to exceed two years and fined at least \$2,500 but not more than \$250,000, or both. After two or more prior drug convictions: At least 90 days in prison, not to exceed three years and fined at least \$5,000 but not more than \$250,000, or both. Special sentencing provisions for possession of crack cocaine: Mandatory at least five years in prison, not to exceed 20 years and fined up to \$250,000, or both, if:

1. 1st conviction and the amount of crack possessed exceeds five grams.
2. 2nd crack conviction and the amount of crack possessed exceeds three grams.
3. 3rd or subsequent crack conviction and the amount of crack possessed exceeds one gram.

21 U.S.C. 853(a)(2) and 881(a)(7). Forfeiture of personal real property used to possess or to facilitate possession of a controlled substance if that offense is punishable by more than one year imprisonment. (See special sentencing provisions re: crack.)

21 U.S.C. 881(c)(4). Forfeiture of vehicles, boats, aircraft or any other conveyance used to transport or conceal a controlled substance.

21 U.S.C. 844a. Civil fine of up to \$10,000 (pending adoption of final regulations).



21 U.S.C. 853a. Denial of Federal benefits, such as student loans, grants, contracts, and professional and commercial licenses, up to one year for first offense, up to five years for second and subsequent offenses.

18 U.S.C. 922(g). Ineligible to receive or purchase a firearm.

Miscellaneous. Revocation of certain Federal licenses and benefits, e.g., pilot licenses, public housing tenancy, etc., are vested within the authorities of individual Federal agencies.

## STATE SANCTIONS

The following information regarding legal sanctions under Washington state laws for the unlawful possession, use or distribution of controlled substances and alcohol is taken from the Revised Code of Washington.

### RCW 66.44.270: FURNISHING LIQUOR TO MINORS—POSSESSION, USE—PENALTIES—EXHIBITION OF EFFECTS—EXCEPTIONS. (WA.GOV)

(1) It is unlawful for any person to sell, give, or otherwise supply liquor to any person under the age of 21 years or permit any person under that age to consume liquor on his or her premises or on any premises under his or her control. For the purposes of this subsection, "premises" includes real property, houses, buildings, and other structures, and motor vehicles and watercraft. A violation of this subsection is a gross misdemeanor punishable as provided for in chapter RCW 9A.20.

(2) The board may impose civil penalties as set forth in this section on individuals for the sale, gift, or otherwise supply of liquor to any person under the age of 21 occurring from a business licensed by the board under this chapter, and by a person performing acts of employment on behalf of the business. The board may impose a civil penalty in lieu of issuing a criminal citation under subsection (1) of this section.

(3)(a) It is unlawful for any person under the age of 21 years to possess, consume, or otherwise acquire any liquor. A violation of this subsection is a gross misdemeanor punishable as provided for in chapter RCW 9A.20.

(b) It is unlawful for a person under the age of 21 years to be in a public place, or to be in a motor vehicle in a public place, while exhibiting the effects of having consumed liquor. For purposes of this subsection, exhibiting the effects of having consumed liquor means that a person has the odor of liquor on his or her breath and either: (i) Is in possession of or close proximity to a container that has or recently had liquor in it; or (ii) by speech, manner, appearance, behavior, lack of coordination, or otherwise, exhibits that he or she is under the influence of liquor. This subsection (3)(b) does not apply if the person is in the presence of a parent or guardian or has consumed or is consuming liquor under circumstances described in subsection (5), (6), or (8) of this section.

(4) Subsections (1) and (3)(a) of this section do not apply to liquor given or permitted to be given to a person under the age of 21 years by a parent or guardian and consumed in the presence of the parent or guardian. This subsection shall not authorize consumption or possession of liquor by a person under the age of twenty-one years on any premises licensed under chapter RCW 66.24.

## DRIVING UNDER THE INFLUENCE

(1) A person is guilty of driving while under the influence of intoxicating liquor, cannabis, or any drug if the person drives a vehicle within this state:

(a) And the person has, within two hours after driving, an alcohol concentration of 0.08 or higher as shown by analysis of the person's breath or blood or

(b) The person has, within two hours after driving, a THC concentration of 5.00 or higher as shown by analysis of the person's blood; or

(c) While the person is under the influence of or affected by intoxicating liquor, cannabis, or any drug; or

(d) While the person is under the combined influence of or affected by intoxicating liquor, cannabis, and any drug.

Possession of cannabis for medical and recreational purposes is legal in Washington. However, the law limits its possession. Possession of more than 40 grams of cannabis is a felony punishable with up to 5 years of incarceration and a fine of \$10,000. It is also a felony to give a minor any amount of marijuana. The penalty for this is 10 years of incarceration and a \$10,000 fine. Possessing cannabis within 1,000 feet of a school, public park, public transportation, or school bus stop is also a felony punishable by double the fines and imprisonment recommended for the amount found on the offender.

## HEALTH RISKS

### ***Alcohol—beer, wine, liquor***

- Dependence Potential: yes.
- Possible Effects: muscle relaxation, impaired motor control, memory and judgment, depression, intoxication.
- Common Complications: severe impairment of all physical and mental functions, risk of choking or injury from falls or accidents, loss of consciousness, respiratory failure, coma, death due to anesthesia of brain centers controlling breathing and heart rate.

### ***Cannabis—marijuana, hashish, hashish oil***

- Dependence Potential: yes.
- Possible Effects: altered sense of time and visual perception, euphoria, memory, depression interference, reduced coordination and reflex response capacity.
- Common Complications: fatigue, reactions ranging from mild anxiety to panic and paranoia, confusion, disorientation, hallucinations and distortion of sense perceptions.

### ***Steroids—anabolic steroids***

- Dependence Potential: yes.
- Possible Effects: acne, aggressive behavior, anger management problems, cholesterol imbalance, impotence, psychosis.
- Common Complications: aggressive behavior, psychosis, reduced fertility, stroke, liver damage, increased cancer risk.

### ***Stimulants—cocaine, crack, speed, amphetamines, and methamphetamines***

- Dependence Potential: yes.
- Possible Effects: increased alertness, increased pulse and blood pressure, euphoria, pupil dilation, insomnia, loss of appetite.

- Common Complications: agitation, irritability, dizziness, confusion, fatigue, depression, seizure, convulsions, tactile or visual hallucinations, possible death.

***Nicotine—cigarette, cigar, pipe smoking, vaping (e-cigarettes) chewing tobacco***

- Dependence Potential: yes.
- Possible Effects: increased heart rate and blood pressure, irritation of the eyes, nose and respiratory tract, shortness of breath, decreased sensitivity of taste buds, depression.
- Common Complications: increased risk of: heart attack, cardiovascular disease, mouth, throat and lung cancer, and other pulmonary disease

### Information about Moderate Drinking

If you are making a choice to drink alcoholic beverages, there are some strategies to consider adopting that will lessen the chance of a negative consequence occurring. You are encouraged to:

- Plan ahead, and set a limit before you start drinking
- Consider how you will get home, plans for next day
- Be aware of your health and mood
- 1 drink means 12 oz. of beer, 4 oz. of wine, or 1 oz. of spirits
- Pour your own drinks, and measure them
- Keep track of how much you drink
- Eat some food before you drink (something that isn't salty!)
- Sip, instead of gulp, your drink (make it last awhile!)
- Substitute or alternate nonalcoholic drinks
- Do NOT mix energy drinks with alcohol
- Space your drinks (i.e., No more than 1 per hour)
- Try to resist pressure to keep up with your friends, or join in drinking games
- Be aware of cues that can influence you to drink more: (i.e., people, places, emotions, thirst, and stress)

## Standard of Conduct for Students

This Student Code of Conduct applies to all students, recognized student organizations, and groups of students. In addition, students who are enrolled in specific educational programs are expected to follow those related academic and professional standards. To view the Student Code of Conduct Rights and Responsibilities and related information, visit Chapter 132A-127 WAC here [2025 WAC 132A-127.pdf](#)

### Jurisdiction

- (1) The Peninsula College student rights and responsibilities shall apply to conduct by students or student groups that occurs:
  - (a) On college premises;

- (b) At or in connection with college programs or activities; or
- (c) Off college premises, if in the judgment of the college, the conduct has an adverse impact on the college community, the pursuit of its objectives, or the ability of a student or staff to participate in the college's programs and activities.
- (2) Jurisdiction extends to locations in which students are engaged in college programs or activities including, but not limited to, college-sponsored housing, foreign or domestic travel, activities funded by the students, student government, student clubs or organizations, athletic events, training internships, cooperative and distance education, online education, practicums, supervised work experiences or any other college-sanctioned social or club activities.
- (3) Students are responsible for their conduct from the time they gain admission to the college through the last day of enrollment or award of any degree or certificate, even though conduct may occur before classes begin or after classes end, as well as during the academic year and during periods between terms of enrollment.
- (4) These standards shall apply to a student's conduct even if the student withdraws from college while a disciplinary matter is pending.
- (5) The college has sole discretion, on a case-by-case basis, to determine whether the student conduct code will be applied to conduct by students or student groups that occurs off-campus.
- (6) In addition to initiating disciplinary proceedings for violation of the student conduct code, the college may refer any violations of federal, state, or local laws to civil and criminal authorities for disposition. The college reserves the right to pursue student disciplinary proceedings regardless of whether the underlying conduct is subject to civil or criminal prosecution.

**Student Rights:** As members of the academic community, students are encouraged to develop the capacity for critical judgment and to engage in an independent search for truth. Freedom to teach and freedom to learn are inseparable facets of academic freedom. The freedom to learn depends upon appropriate opportunities and conditions in the classroom, on the campus, and in the larger community. Students should exercise their freedom with responsibility. The responsibility to secure and to respect general conditions conducive to the freedom to learn is shared by all members of the college community.

The following enumerated rights are guaranteed to each student within the limitations of statutory law and college policy, which are deemed necessary to achieve the educational goals of the college:

- (1) Academic freedom.
  - (a) Students are guaranteed the rights of free inquiry, expression, and assembly upon and within college facilities that are generally open and available to the public.
  - (b) Students are free to pursue appropriate educational objectives from among the college's curricula, programs, and student affairs, subject to the limitations of RCW 28B.50.090 (3)(b).
  - (c) Students shall be protected from academic evaluation that is arbitrary, prejudiced, or capricious, but are responsible for meeting the standards of academic performance established by each of their instructors.
  - (d) Students have the right to a learning environment that is free from unlawful discrimination, inappropriate and disrespectful conduct, and any and all harassment, including sex discrimination.
- (2) Due process.
  - (a) The rights of students to be secure in their persons, quarters, papers, and effects against unreasonable searches and seizures is guaranteed.

- (b) No disciplinary sanction may be imposed on any student without notice to the accused of the nature of the charges.
- (c) A student accused of violating this code of student conduct is entitled, upon request, to procedural due process as set forth in this chapter.

**Corrective action, disciplinary sanctions, terms and conditions.** (1) One or more of the following corrective actions or disciplinary sanctions may be imposed upon a student or upon college sponsored student organizations, athletic teams, or living groups found responsible for violating the student conduct code.

Student Conduct Issues, please contact:

- Office of Student Conduct, Associate Dean of Enrollment Services Ruth Adams via e-mail: [radams@pencol.edu](mailto:radams@pencol.edu) or by calling (360) 417-6393.

**Help for Student Experiencing Sexual Harassment or Misconduct.**

The College's highest priority is your safety and the safety of everyone on campus. The use of alcohol or drugs never makes the victim at fault for sexual violence.

Peninsula College Student Services provides professional, confidential, no-cost crisis counseling services to students. To schedule an appointment, call 360-417-6340 or stop by Pirate Central in the Student Services Building "D."

Do I have avenues off campus to file a complaint?

Yes, you can file sex discrimination complaints with:

- Washington State Human Rights Commission
- U.S. Equal Employment Opportunity Commission
- U.S. Office for Civil Rights, Department of Education

### **Discrimination and Anti-Harassment Procedures**

Peninsula College recognizes its responsibility for investigation, resolution, implementation of corrective measures, and monitoring the educational environment and workplace to stop, remediate, and prevent discrimination on the basis of race, color, national origin, age, perceived or actual physical or mental disability, pregnancy, genetic information, sex, sexual orientation, gender identity, marital status, creed, religion, honorably discharged veteran or military status, or use of a trained guide dog or service animal, as required by Title VI of the Civil Rights Act of 1964, Title VII of the Civil Rights Act of 1964, Title IX of the Educational Amendments of 1972, Sections 504 and 508 of the Rehabilitation Act of 1973, the Americans with Disabilities Act and ADA Amendment Act, the Age Discrimination Act of 1975, the Violence Against Women Reauthorization Act and Washington State's Law Against Discrimination, Chapter 49.60 RCW and their implementing regulations.

The process the College follows to investigate and resolve a complaint depends on the relationship to the College of the person against whom the complaint is made. To this end, Peninsula College has enacted policies prohibiting discrimination against and harassment of members of these protected classes. Any individual found to be in violation of these policies will

be subject to disciplinary action up to and including dismissal from the College or from employment. The College's processes for investigation and resolution of complaint against employees, generally, and faculty, specifically are contained in the following:

- Policies:
  - a. [501.01 Non-Discrimination and Anti-Harassment Procedure - Diligent Community](#)} and
  - b. [501.03 Sex Discrimination Employee Disciplinary Procedure - Diligent Community](#)}
- Applicable Represented Bargaining Agreements: 2024 - 2027 PCFA; 2025 – 2027 WFSE

## Help for Employees Experiencing Sexual Harassment or Misconduct

As a PC employee who is experiencing sexual harassment or misconduct, Human Resources Department can help either by walking into the office or by phone., If you prefer to speak with someone confidentially, please utilize the Employee Assistance Program (EAP). Any PC employee who is a victim of or at risk of domestic violence, sexual assault, or stalking is covered by Washington State Law. PC will provide reasonable safety accommodations and/or reasonable leave from employment for any of the following purposes:

- Seek legal or law enforcement assistance or remedies to ensure the health and safety of the employee or the employee's minor child or dependent, including preparing for and participating in protective order proceedings or other civil or criminal legal proceedings related to domestic violence, harassment, sexual assault, or stalking.
  - Seek medical treatment for or to recover from injuries caused by domestic violence or sexual assault to or harassment or stalking of the eligible employee or the employee's minor child or dependent.
  - Obtain, or to assist a minor child or dependent in obtaining, counseling from a licensed mental health professional related to an experience of domestic violence, harassment, sexual assault, or stalking.
  - Obtain services from a victim services provider for the eligible employee or the employee's minor child or dependent.
  - Try to relocate or take steps to secure an existing home to ensure the health and safety of the eligible employee or the employee's minor child or dependent. For more information about employee protections, please visit the Washington's Bureau of Labor & Industries website [Domestic Violence Leave \(wa.gov\)](https://www.wa.gov/bureau-of-labor-and-industries) Domestic violence protections for workers webpage. If anyone has experienced sexual harassment and misconduct and would like assistance from PC, please contact:
- HR team member





Office 1502 E Lauridsen Blvd, Building C Rm #40  
Phone (360) 417-6298  
Email [pchr@pencol.edu](mailto:pchr@pencol.edu)

- File a report at [PC Cares Report | Peninsula College Advocate System \(symplicity.com\)](https://www.pencol.edu/pc-cares-report)

## Workplace Behavior

Per the Washington Federation of State Employees Higher ED Community College Coalition Collective Bargaining Agreement, Article 3 the College and the Union agree that all employees should work in an environment that fosters mutual respect and professionalism. The parties agree that inappropriate behavior in the workplace does not promote a college's business, employee well-being, or productivity. All employees are responsible for contributing to such an environment and are expected to treat others with courtesy and respect.

Employees who believe they are being subjected to discourteous or offensive behavior are encouraged, when appropriate to:

- Ask the person engaging in the behavior to stop.
- If an employee is uncomfortable doing so, or if the behavior continues, the employee should report the incident to their immediate supervisor.
- If the employee is not comfortable reporting the matter to their immediate supervisor, the employee should contact the supervisor's manager.
- Employees may also contact an HR Representative or Union Representative.

Reports of unprofessional behavior are to be taken seriously by supervisors and managers and followed up on as promptly as is reasonably possible. If there is a report of inappropriate workplace behavior and a WFSE represented employee is involved, Article 3 in the WFSE HE CCC CBA shall be followed. Behavior that involves forms of unlawful discrimination or harassment based on a protected status under state or federal law is covered under PC's Non-Discrimination and Anti-Harassment Policy and Procedures. Complaints of unlawful discrimination or harassment should be directed to PC's Title IX Coordinator. The online form for a staff or student complaint is located at [PC Cares Report | Peninsula College Advocate System \(symplicity.com\)](https://www.pencol.edu/pc-cares-report).

## Non-Discrimination and Anti-Harassment Policy

Peninsula College recognizes that discrimination and harassment can impact the ability of students, staff, faculty, and community members to participate in, access, or reap the benefits of educational and employment opportunities. Peninsula College is committed to creating and maintaining a diverse, inclusive, accessible, and equitable community.

Peninsula College encourages reporting and questions, even anonymous questions, to the Title IX/Equal Employment Opportunity Coordinator or their designee under this policy. The College offers support even if reporting parties choose to limit the information they disclose. In addition, Peninsula College recognizes that reporting discrimination may be difficult for a number of reasons. Peninsula College expects all College employees, including student employees, to help create a culture of compliance with this policy, where recipients of harm feel comfortable reporting. Furthermore, Peninsula College also recognizes and is committed to the principles of



free inquiry and free expression and understands that discussion and debate are fundamental to the College.

Complaints under this policy are to be reviewed on a case-by-case basis to ensure that the College maintains its tradition of intellectual freedom, the trust and respect expected in the College community, and the rights of individuals. In matters of admissions, employment, services, or in the educational program activities it operates, Peninsula College does not discriminate or permit discrimination by any member of its community against any individual on the basis of race, ethnicity, national origin, age, pregnancy, genetic information, sex and/or gender, sexual orientation, gender identity or expression, marital status, creed, religion, honorably discharged veteran or military status, perceived or actual physical, mental, or sensory disability, including the use of a trained guide dog or service animal, or immigration or citizenship status, as required by Title VI of the Civil Rights Act of 1964, Title VII of the Civil Rights Act of 1964, Title IX of the Educational Amendments of 1972, Sections 504 and 508 of the Rehabilitation Act of 1973, the Americans with Disabilities Act and ADA Amendment Act, the Age Discrimination Act of 1975, the Violence Against Women Reauthorization Act and Washington State's Law Against Discrimination, Chapter 49.60 RCW and their implementing regulations. To this end, Peninsula College has enacted policies prohibiting discrimination against and harassment of members of these protected classes. Any individual found to be in violation of these policies will be subject to disciplinary action up to and including dismissal from the College or from employment.

### Statutory Authority

Washington State's Law Against Discrimination, Chapter 49.60; Title VI and VII of the Civil Rights Act of 1964; Age Discrimination Act of 1975; Section 504 and 508 Rehabilitation Act of 1973; Americans with Disabilities Act and ADA Amendment Act; Title IX of the Educational Amendments of 1972; Title II of the Genetic Information Non-Discrimination Act of 2008; Violence Against Women Reauthorization Act; and their implementing regulations.

### Complaints and Inquiries Regarding Discrimination, Harassment and Retaliation Within Peninsula College

The Title IX Coordinator oversees implementation and compliance of PC's Non-Discrimination and Anti-Harassment policy. The Title IX Coordinator has primary responsibility for coordinating PC's efforts related to investigation, resolution, implementation of corrective measures and monitoring to stop, remediate, and prevent discrimination, harassment, and retaliation prohibited by PC's Non-Discrimination and Anti-Harassment policy.

**Investigations** are designed to address allegations promptly, fairly, and impartially, providing resolution options when-and-if appropriate. The investigation process also equitably protects the rights of participating individuals.

**Coordinators** and individuals who conduct college investigations, preside over college hearings and decide appeals receive, training on conducting investigations and/or hearings that foster safety, ensure equitable treatment of the parties, and promote accountability.

### Title IX Administrator Training

In compliance with regulations promulgated by the United States Department of Education 34 C.F.R. § 106.45(b)(10)(D), below is a list of all trainings completed by individuals designated by the college as a Title IX Coordinator or designee, investigator, decision-maker, advisor or any

person designated by the College to facilitate an informal resolution process as outlined in the College's Title IX Grievance Procedures.

- [Office of Civil Rights - Various Webinars](#)
- [ATIXA - Various Webinars](#)
- [Attorney General of Washington Title IX Training](#)
- [Investigator Training– Grand River Solutions](#)

Inquiries about or concerns regarding this policy and procedures may be made internally to the contacts indicated below.

Peninsula College TITLE IX Contacts	
Hanan Zawideh <a href="mailto:hzawideh@pencol.edu">hzawideh@pencol.edu</a> , (360) 417-6212	Title IX Coordinator

Complaints and inquiries regarding discrimination, harassment, and retaliation involving federal laws may be directed to the contacts below.

Federal Contact Information	
<b>Office for Civil Rights (OCR)</b> U.S. Department of Education 400 Maryland Avenue, SW Washington, D.C. 20202-1100 Customer Service Hotline: (800) 421-3481 Fax: (202) 453-6012 TDD: (877) 521-2172 Email: <a href="mailto:OCR@ed.gov">OCR@ed.gov</a> Website: <a href="http://www2.ed.gov">www2.ed.gov</a>	<b>Equal Employment Opportunity Commission (EEOC)</b> Federal Office Building 909 First Avenue, Suite 400 Seattle, WA 98104-1061 Phone: (800) 669-4000 Fax: (206) 220-6911 TTY: (800) 669-6820 ASL Video Phone: (844) 234-5122 Website: <a href="#">(Home   U.S. Equal Employment Opportunity Commission)</a> v

Complaints and inquiries regarding discrimination, harassment, and retaliation involving Washington laws may be directed to the contacts below.

Washington Contact Information	Federal Contact Information
<b>Washington State Human Rights Commission</b> <a href="http://www.hum.wa.gov">www.hum.wa.gov</a>	<b>Bureau of Labor and Industries Civil Rights Division</b> 7273 Linderson Way SW Tumwater, WA 98501-5414 360.902.5800

## Title IX: Sexual Harassment and Sexual Violence

### Violence Against Women Reauthorization Act (VAWA)

The Violence Against Women Reauthorization Act (VAWA) amended the Jeanne Clery Act to afford additional rights to campus victims. Peninsula College prohibits all the crimes of dating violence, domestic violence, sexual assault and stalking.

The Violence Against Women Act (VAWA) along with Title IX and the Clery Act are federal laws enacted to improve the criminal justice and community-based responses to domestic violence, dating violence, sexual assault, and stalking. Under these laws, Peninsula College is required to educate students on the prevention of rape, acquaintance rape, domestic violence, sexual assault, and stalking. Peninsula College has partnered with Vector Solutions to provide this education for our students in an online module. In addition to training on prevention, the module will also instruct students about how to report incidents and where they can access campus and community support resources. We send this training to all new Peninsula College students quarterly and all new employees receive it upon hire.

Students and employees are notified of the training via email. If any employees receive any questions from students, they are directed to call the office of the Vice President of Student Services at (360) 417-6231 or e-mail Tara Judd at [tjudd@pencol.edu](mailto:tjudd@pencol.edu). This is NOT required for students to complete; it is only mandatory for us to provide educational resources.

Peninsula College has adopted procedures to assure compliance with; and in accordance with, Title IX of the Education Amendments of 1972 and the Jeanne Clery Disclosure of Campus Security Policy and Campus Crime Statistics Act ("Clery Act"), along with its amendments made pursuant to the Violence Against Women Reauthorization Act of 2013 ("VAWA").

Further, Peninsula College is committed to providing its employees, students, and its guests, with educational environments free of violence, harassment, and discrimination.

If any students or employees have been the victim of violence, harassment, or discrimination, anyone has the option to file a confidential or non-confidential report with the Title IX Coordinator, and/or to contact local law enforcement.

Following a reported incident to the Title IX Coordinator, the Title IX Coordinator will pursue a thorough investigation which may lead to disciplinary proceedings.

Title IX Coordinator	Contact Telephone	Contact Email
Hanan Zawideh	(360) 417-6212	<a href="mailto:hzawideh@pencol.edu">hzawideh@pencol.edu</a>

## How to File a Complaint

Any employee, applicant, student or visitor of the College may file a complaint with the Title IX Coordinator. If the complaint is against that Coordinator, the complainant should report the matter to the president's office for referral to an alternate designee. Complaints may be submitted in writing or verbally. The College encourages the timely reporting of any incidents of discrimination or harassment. For complainants who wish to submit a written complaint, a formal complaint form is available online at [PC Cares Report | Peninsula College Advocate System \(symplicity.com\)](#). Hardcopies of the complaint form are available at the following locations on campus: Human Resources Office. Any person submitting a discrimination complaint shall be provided with a written copy of the College's anti-discrimination policies and procedures.

## Confidentiality and Right to Privacy

Peninsula College will seek to protect the privacy of the complainant to the full extent possible, consistent with the legal obligation to investigate, take appropriate remedial and/or disciplinary action, and comply with the federal and state law, as well as Peninsula College policies and procedures. Although Peninsula College will attempt to honor complainants' requests for confidentiality, it cannot guarantee complete confidentiality. Determinations regarding how to handle requests for confidentiality will be made by the Title IX / EEO Coordinator.

### Confidentiality Requests and Sexual Violence Complaints.

The Title IX/EEO Coordinator will inform and obtain consent from the complainant before commencing an investigation into a sexual violence complaint. If a sexual violence complainant asks that their name not be revealed to the respondent or that the College not investigate the allegation, the Title IX / EEO Coordinator will inform the complainant that maintaining confidentiality may limit the college's ability to fully respond to the allegations and that retaliation by the respondent and/or others is prohibited. If the complainant still insists that their name not be disclosed or that the College not investigate, the Title IX /EEO Coordinator will determine whether the College can honor the request and at the same time maintain a safe and non-discriminatory environment for all members of the college community, including the complainant. Factors to be weighed during this determination may include, but are not limited to:

- the seriousness of the alleged sexual violence;
- the age of the complainant.
- whether the sexual violence was perpetrated with a weapon;
- whether the respondent has a history of committing acts of sexual violence or violence or has been the subject of other sexual violence complaints
- whether the respondent threatened to commit additional acts of sexual violence against the complainant or others; and
- whether relevant evidence can be obtained through other means (e.g., security cameras, other witnesses, physical evidence).

If the College is unable to honor a complainant's request for confidentiality, the Title IX Coordinator will notify the complainant of the decision and ensure that complainant's identity is disclosed only to the extent reasonably necessary to effectively conduct and complete the investigation.

If the College decides not to conduct an investigation or take disciplinary action because of a request for confidentiality, the Title IX Coordinator will evaluate whether other measures are available to limit the effects of harassment and prevent its recurrence and implement such measures if reasonably feasible.

## Investigation Procedure

Upon receiving a discrimination complaint, the College shall commence an impartial investigation. The Title IX Coordinator shall be responsible for overseeing all investigations. Investigations may be conducted by the Title IX Coordinator or their designee. If the investigation is assigned to someone other than the Title IX Coordinator, the Title IX Coordinator shall inform the complainant and respondent(s) of the appointment of an investigator.

**Interim Measures.** The Title IX Coordinator may impose interim measures to protect the complainant and/or respondent pending the conclusion of the investigation. Interim measures may include, but are not limited to, imposition of no contact orders, rescheduling classes, temporary work reassignments, referrals for counseling or medical assistance, and imposition of a summary suspension in compliance with the College's student conduct code or an administrative leave of absence in compliance with the College's employment policies and collective bargaining agreements.

**Informal Dispute Resolution:** Informal dispute resolution processes, like mediation, may be used to resolve complaints, when appropriate. Informal dispute resolution shall not be used to resolve sexual discrimination complaints without written permission from both the complainant and the respondent. If the parties elect to mediate a dispute, either party shall be free to discontinue mediation at any time. In no event shall mediation be used to resolve complaints involving allegations of sexual violence.

**Investigation:** Complaints shall be thoroughly and impartially investigated. The investigation shall include, but is not limited to, interviewing the complainant and the respondent, relevant witnesses, and reviewing relevant documents. The investigation shall be concluded within a reasonable time, normally ninety days unless there is good cause shown. If it appears completion of the investigation will take longer than ninety days, the Title IX Coordinator will notify the parties, describe the reasons for the delay, and provide an estimated time for completing the investigation.

At the conclusion of the investigation, the investigator shall set forth their findings in writing. If the investigator is someone other than the Title IX Coordinator, the investigator shall send a copy of the findings to the Title IX Coordinator.

**Written Notification:** The Title IX Coordinator will provide each party and the appropriate student services administrator or appointing authority with written notice of the investigative findings, subject to the following limitations. The complainant shall be informed in writing of the findings only to the extent that such findings directly related to the complainant's allegations. The complainant may be notified generally that the matter has been referred for disciplinary action. The respondent shall be informed in writing of the findings and of actions taken or recommended to resolve the complaint and shall be notified of referrals for disciplinary action. Both the complainant and the respondent are entitled to review the investigative findings subject to any FERPA confidentiality requirements.

**Final Decision/Reconsideration:** Either the complainant or the respondent may seek reconsideration of the investigation findings. Requests for reconsideration shall be submitted in writing to the Title IX Coordinator within seven calendar days of receiving the investigation report. Requests must specify which portion of the findings should be reconsidered and the basis for reconsideration. If no request for reconsideration is received within seven calendar days, the findings become final. If a request for reconsideration is received, the Title IX Coordinator shall respond within 14 calendar days. The Title IX Coordinator shall either deny the request or, if the Title IX Coordinator determines that the request for reconsideration has merit, issue amended findings. Any amended findings are final, and no further reconsideration is available.

## Disciplinary Procedures

Formal resolution means that the Complainant's allegations of Sex Discrimination will be subjected to a formal investigation by an impartial and unbiased investigator. The investigation may be conducted by the Title IX Coordinator. The results of the investigator's report will be shared with the Parties, as well as the appropriate disciplinary authority who is responsible for determining whether disciplinary proceedings are warranted. [501.02 Title IX Investigation Procedures - Diligent Community}](#)

## Disclosure of Disciplinary Proceedings

Upon completion of the investigation, the Title IX Coordinator will distribute the final investigation report to the Parties. The Title IX Coordinator will also provide the investigation report and the evidence gathered during the investigation to the Student Conduct Officer if the Respondent is a student or the division specific vice president if the Respondent is an employee, who are responsible for determining whether pursuing disciplinary action is Warranted. [501.02 Title IX Investigation Procedures - Diligent Community}](#)

## Publication of Anti-Discrimination Policies and Procedures

The policies and procedures regarding complaints of discrimination and harassment are available on the Peninsula College website. Any person who believes they have been subjected to discrimination in violation of college policy will be provided a copy of these policies and procedures.

## Limits of Authority

Nothing in this procedure shall prevent the College President or designee from taking immediate disciplinary action in accordance with Peninsula College policies and procedures, and federal, state, and municipal rules and regulations.

## Non-Retaliation, Intimidation and Coercion

Retaliation by, for or against any participant (including complainant, respondent, witness, Title IX Coordinator, or investigator) is expressly prohibited. Retaliatory action of any kind taken against individuals as a result of seeking redress under the applicable procedures or serving as a witness in a subsequent investigation or any resulting disciplinary proceedings is prohibited and is conduct subject to discipline. Any person who thinks he/she has been the victim of retaliation should contact the Title IX Coordinator immediately.

## Criminal Complaints

Discriminatory or harassing conduct may also be, or occur in conjunction with, criminal conduct. Criminal complaints may be filed with the following law enforcement authorities:

City of Port Angeles Police Department  
321 East 5th Street  
Port Angeles, WA 98362



Phone: 360-452-4545 <http://wa-portangeles.civicplus.com/288/Police-Department>

City of Forks Police Department

500 East Division Street

Forks, WA 98331

Phone: 360-374-2223 <http://forkswashington.org/police-and-corrections>

City of Port Townsend Police Department

1925 Blain Suite 100

Port Townsend, WA 98368

Phone: 360-385-2322 <http://cityofpt.us/police.htm>

City of Sequim Police Department

152 W. Cedar Street

Sequim, WA 98382

Phone: (360) 683-7227 <https://www.sequimwa.gov/111/Police>

Clallam County Sheriff Department

223 East 4th Street

Port Angeles, WA 98362

Phone: 360-417-2459 <http://www.clallam.net/sheriff/>

Jefferson County Sheriff Department

79 Elkins Road

Port Hadlock, WA 98339

Phone: 360-385-3831 <http://www.jeffersonsheriff.org/>

The College will proceed with an investigation of harassment and discrimination complaints regardless of whether the underlying conduct is subject to civil or criminal prosecution.

## Other Discrimination Compliant Options

Discrimination complaints may also be filed with the following federal and state agencies: Washington State Human Rights Commission, [WSHRC](#) | US Dept of Education Office for Civil Rights, [Civil Rights Laws](#) | [U.S. Department of Education](#) Equal Employment Opportunity Commission, [Home](#) | [U.S. Equal Employment Opportunity Commission](#)

## Dating Violence, Domestic Violence, Sexual Assault & Stalking

The Clery Act defines dating violence, domestic violence, sexual assault and stalking as follows:

### Dating Violence

Dating Violence includes any act of violence committed by an individual: a. who is or has been in a social relationship of a romantic or intimate nature with the Reporting Party; and b. where the existence of such a relationship shall be determined based on a consideration of the following factors: i. The length of the relationship; ii. The type of relationship; and iii. The frequency of interaction between the individuals involved in the relationship.

## Domestic Violence

Domestic violence means any felony or misdemeanor crime of violence committed against a person who is a spouse or former spouse, a cohabitant or former cohabitant, a person with whom they have a child, or with whom they have a previous or current dating, romantic, intimate, or sexual relationship.

## Sexual Assault

The Clery Act defines Sexual Assault as any sexual act directed against another person without the consent of the victim, including instances where the victim is incapable of giving consent. This includes Rape, Fondling, Incest, and Statutory Rape.

Sexual contact includes:

1. Sexual intercourse (anal, oral, or vaginal), including penetration with a body part (e.g., penis, finger, hand, tongue) or an object, or requiring another to penetrate themselves with a body part or an object, however slight; or
2. Sexual touching of the private body parts, including, but not limited to, contact with the breasts, buttocks, groin, genitals, or other intimate part of an individual's body for the purpose of sexual gratification.

## Stalking

Under the Clery Act, Stalking is defined as engaging in a course of conduct directed at a specific person that would cause a reasonable person to:

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

## WHAT TO DO IF YOU HAVE BEEN SEXUALLY ASSAULTED OR EXPERIENCED DATING VIOLENCE, DOMESTIC VIOLENCE, OR STALKING?

There are several options in seeking care for an individual impacted by sexual violence, which includes sexual assault, sexual exploitation, dating violence, domestic violence and stalking.

Peninsula College provides access to both confidential and non-confidential resources.

Victims/survivors are encouraged to access whichever resource they feel most comfortable with. A current listing of resources for victims/survivors on the Peninsula College campus can be found below. Victims/survivors can choose to seek medical care, even if they are unsure whether they want to make a police report or if they choose not to move forward with a criminal



investigation. A healthcare provider can help assess wellbeing and personal safety, provide any necessary medical treatment and refer students to counseling and other resources. Healthcare providers at Olympic Medical Center offer Sexual Assault Forensic Exams to collect physical evidence for use in a law enforcement investigation and possible prosecution. Victims/survivors do not have to speak to the police in order to receive a forensic exam. Healthcare providers will explain the exam process before beginning and can answer any questions about what will happen during the exam. It is important to preserve any evidence that may be necessary to prove a criminal offense. Preservation includes refraining from showering or bathing and saving articles of clothing worn during the assault. Victims/survivors have the option to be accompanied by a support person, such as a friend or an advocate, during medical appointments. Within the community, there are various support services in the area. Please see below.

### How do I report an incident or situation?

File a report with Peninsula College Campus Safety Services in Building J

Phone (360) 417-6559

Email [campussafety@pencol.edu](mailto:campussafety@pencol.edu)

Title IX Coordinator: Hanan Zawideh VP of Human Resources Diversity Equity and Inclusion  
Mail: 1502 E. Lauridsen Blvd, Port Angeles, WA 98362  
Email: [hzawideh@pencol.edu](mailto:hzawideh@pencol.edu)  
Phone: (360) 417-6212.  
In person: C Building, room C36

Tell a trusted Peninsula College employee and ask for their help reporting.

Depending on the facts of the situation, the College may proceed with actions consistent with its due process procedures, Office of Civil Rights guidance, personnel policies, collective bargaining agreements, and Student Rights and Responsibilities Code. While an investigation is under way and/or as part of its resolution, the College may take steps to prevent the person(s) addressed in the complaint from contacting the complainant. If the behavior may be criminal, you have the right to file a criminal complaint. This will not delay the College in doing its own work to resolve the complaint promptly and equitably.

### Immediate Actions

1. Get to a Safe Location
2. Call 911
  - a. If you are on Campus call – Campus Safety Services (360) 417-6559
3. Preserve all physical evidence of the assault, even if you are unsure whether you want to report the crime. Do not shower, bathe, douche, eat, drink, wash your hands or brush your teeth until you have had a medical examination.
4. Get medical help as soon as possible.
5. Call a trusted friend, family member or someone else who can provide emotional support.

The college strongly encourages prompt reporting of all crime and prohibited conduct. Prompt reporting allows for the collection and preservation of evidence, including physical evidence, digital media, and witness statements. The ability to effectively investigate and respond may be limited by delay. Reports of crime and prohibited conduct made to the college will be documented in compliance with the Clery Act, a federal law requiring data collection of crime within the campus geography. Personal information is not documented, only type of conduct, and the time, date, and location. This data collection is an important tool for keeping our community safe.

Victims of dating and domestic violence and stalking should save other types of evidence such as:

- Text message conversations;
- Instant message conversations
- Social networking pages
- call logs or any other types of communications; photographs or audio or video recordings
- Logs or other copies of documents.

Depending on the facts of the situation, the College may proceed with actions consistent with its due process procedures, Office of Civil Rights guidance, personnel policies, collective bargaining agreements, and Student Rights and Responsibilities Code. While an investigation is under way and/or as part of its resolution, the College may take steps to prevent the person(s) addressed in the complaint from contacting the complainant. If the behavior may be criminal, you have the right to file a criminal complaint. This will not delay the College in doing its own work to resolve the complaint promptly and equitably.

## SUPPORT SERVICES IN THE AREA

### **On-campus Mental Health Counseling Services**

Free, short-term counseling when classes are in session

Available to help students adjust to, cope with, and succeed in college

To schedule an appointment call 360-417-6340

### **Olympic Medical Center Emergency Services:** call 911

or visit Emergency Room: 939 Caroline St, Port Angeles, WA 98362

### **Crisis Text line:** text CONNECT (741741)

24-hour text support for any type of crisis, work with a trained crisis counselor, [www.crisistextline.org](http://www.crisistextline.org)

### **Emergency Mental Health and Suicide Prevention** - call or text 988.

Trained counselors will listen, understand how their problems are affecting them, provide support, and connect them to resources if necessary.

Visit <https://988lifeline.org> to learn more.

### **Salish Regional 24-hr Crisis Line:** 1-888-910-0416

Serving Clallam, Jefferson, and Kitsap Counties

Online chat available at: [www.imhurting.org](http://www.imhurting.org)

**Healthy Families of Clallam County 24-hr Crisis Line:** (360) 452-4357

Services and assistance for: Domestic violence, sexual assault, child abuse, crime victims  
M-F 9am-4pm: (360) 452-3811 (for non-emergencies; otherwise use the 24-hr Crisis Line number)

**Peninsula Behavioral Health in Port Angeles:** (360) 457-0431

[Get Immediate Help - Peninsula Behavioral Health](#)

Crisis intervention, children & family services, counseling, etc.  
24/7 Crisis Support: 1-888-910-0416

**Volunteers in Medicine of the Olympics:** (360) 457-4431

Mental health assessment, counseling services for low-income and un-insured  
[Volunteers in Medicine of the Olympics - OPCClinic](#)

**National Alliance on Mental Illness—Clallam County Chapter:** (360) 452-5244

Support, education, awareness, advocacy & research for those impacted by mental health disorders  
[Local NAMIs | NAMI Washington](#)

**National Domestic Violence 24-hr Hotline:** (800) 799-7233

Text to 88788, or live chat at [thehotline.org](http://thehotline.org)  
Crisis Text line: text CONNECT (741741)

24-hour text support for any type of crisis, work with a trained crisis counselor at [crisistextline.org](http://crisistextline.org)

## On-Line Training

All incoming and returning students and new employees are assigned online training by Student Services and Human Resources, respectively, provided through an external vendor. The training addresses primary prevention as well as risk reduction methods. Primary prevention is defined as efforts that address dating violence, domestic violence, sexual assault, stalking, and of consent in reference to sexual activity, in applicable jurisdiction. This training uses social norming questions that allow participants to engage with a scenario and then see how their peers responded. The training also covers efforts that deal with the immediate effects of sexual, dating and domestic violence, and stalking if they do occur. Finally, the training covers risk reduction, defined as efforts that give potential victims tools that could minimize risk of sexual violence as well as techniques to safely engage in upstander intervention and safe social practices. Bystander policy [210 Workplace Violence - Diligent Community](#) and procedure [210.01 Workplace Violence - Diligent Community](#)

## Risk Reduction Strategies

No one asks to be sexually assaulted or to experience abuse in a relationship and the person responsible for violence is the person who caused harm, not the person who

experienced it. However, there are some things it would be helpful to keep in mind to reduce your risk (adapted from the Rape and Incest National Network):

1. Trust your instincts. If a situation or location feels unsafe or uncomfortable, it is okay to leave.
2. Avoid being isolated with someone you do not trust or someone you do not know if you can.
3. 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.
4. Do not leave your drink unattended while talking, dancing, using the restroom or making a phone call. If you have left your drink alone, just get a new one.
5. Be thoughtful about accepting drinks from people you don't know or trust. If you choose to accept a drink:
  - a. Go with the person to the bar to order it, watch it being poured and carry it yourself.
  - b. At parties, do not drink from the punch bowls or other large, common open containers.
6. 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 have had or is acting out of character, get them to a safe place immediately.
7. If you need to get out of an uncomfortable or scary situation here are some things that you can try:
  - a. Remember that you are not obligated to do anything you do not want to do or be nice to someone who is scaring you or is making you uncomfortable. "I don't want to" is always a good enough reason. Do what feels right to you and what you are comfortable with.
  - b. Have a code word with your friends or family so if you do not 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.
  - c. Lie. If you do not want to hurt the person's feelings, it is better to lie and 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.
  - d. 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.
8. Clearly Communicate Limits: Establish and communicate clear boundaries in your relationships. Be firm about your personal space and rights.
9. Recognize Red Flags: Be aware of signs of abusive behavior, such as extreme jealousy, controlling behavior, or aggressive outbursts.
10. Have a Code Word: Establish a code word with trusted friends or family that you can use in case of an emergency to signal that you need help.
11. Create a Safety Plan: Develop a plan that includes safe places to go, important phone numbers, and a packed emergency bag with essentials.
  - a. [What Is a Personalized Safety Plan? - Domestic Violence: It's EVERYBODY'S Business](#)

12. If you are being followed, do not go home. Go to the police station, fire department or an all-night convenience store.
13. Alert your friends, family, co-workers and supervisor of the situation. Give them a detailed description of the stalker and any vehicles they use. Have them alert you if they see the stalker.
14. Upstanders:
  - a. Create a distraction
  - b. If you feel safe, deescalate situation, separate parties, or talk through the situation
  - c. Partner with another person for assistance.

Peninsula College Mental Health Staff regularly email student resources that apply to their situation. Staff may print/handout applicable materials from our website.

## Sex Offender Registration Information

### ADAM WALSH CHILD PROTECTION SAFETY ACT OF 2006

In accordance with the Campus Sex Crimes Prevention Act of 2000, which amends the Jacob Wetterling Crimes Against Children and Sexually Violent Offender Registration Act, the Jeanne Clery Act, and the Family Educational Rights and Privacy Act of 1974, PC provides a link to Washington's State Sex Offender Registry. Additional information on contacting Washington Association of Sheriffs & Police Chiefs for sex offender information is listed below. All sex offenders are required to register in the state of Washington and to provide notice of each institution of higher education in Washington at which the person is employed, carries out a vocation, or is a student. All sex offenders residing in the state of Washington are required to deliver written notice of their status as a sex offender to the college's Public Safety Department no later than three (3) business days prior to their enrollment in, employment with, volunteering at Peninsula College.

Registered sex offender registry sites are listed below:

- Clallam County Sheriff's Office RSO search is at [Clallam County Sheriff's Office- Contact \(sheriffalerts.com\)](https://sheriffalerts.com)
- Jefferson County Sheriff's Office RSO search is at [Washington Assn of Sheriffs & Police Chiefs- Contact \(sheriffalerts.com\)](https://sheriffalerts.com)

### PC Registered Sex Offender

Peninsula College recognizes its general duty to provide a safe teaching and learning environment and a safe workplace with regard to notification of registered sex and kidnapping offenders. This procedure Peninsula College Procedure - [525.03 Notification of Registered Sex and Kidnapping Offenders - Diligent Community](#) outlines notification requirements.

### Notification Requirements

Upon notification by the Clallam or Jefferson County sheriffs' offices of level I, II, or III registered sex or kidnapping offenders who are planning to enroll in classes, are enrolled, or those who are employees of the College, the Campus Safety Services office will initiate the notification process. The Campus Safety Services office will:

1. review legal notifications of students and employees bi-quarterly;
2. process legal notifications as received, within two business days of receipt;
3. keep a record of the notification and a copy of the offender notice in a secure, locked location; student records are duplicated in the Vice President of Student Service office and employee records are duplicated in the Human Resource office. These three offices shall work together, under the leadership of the Vice President for Student Service, or designee, to provide the College community with the information necessary to ensure the health and safety of the College and to comply with state and federal law, where applicable.

## Authority to Release Information

The extent of public disclosure of relevant and necessary information shall be directly related to:

1. the level of risk posed by the offender to the community;
2. the locations where the offender resides, expects to reside, or is regularly found;
3. the needs of the affected community members for information to enhance their individual and collective safety.

### Risk Level I Registered Offenders:

The College shall restrict information sharing to personnel who, for security purposes, must be aware of the offender's record.

### Risk Level II Registered Offenders:

The College shall restrict information sharing to personnel who, for security purposes, must be aware of the offender's record. This will include disclosure of information to childcare centers, libraries, and common areas where the offender may be regularly found.

### Risk Level III Registered Offenders:

The College shall restrict information sharing who personnel to, for security purposes, must be aware of the offender's record. This will include disclosure of information to childcare centers, libraries, common areas, and the College community at large.

### Transient Registered Offenders:

In recognition of the unique risks presented by transient offenders, the College may share information of any transient offender to the College community at large.

### Student Offender Notification

Upon receiving notice of a registered offender, the Vice President of Student Services, or designee, shall make reasonable attempts to contact the student to inform him/her of a mandatory meeting. This meeting shall occur in a timely fashion and is a requirement of continued enrollment at the College. Failure to comply with the Vice President's summons will result in a disenrollment from all registered courses and a restriction from all College owned or leased property.

The Vice President for Student Services shall provide the student with the following:

- Safe Environment Board Policy [525 Safe Environment - Diligent Community](#)
- Institutional [525.03 Notification of Registered Sex and Kidnapping Offenders - Diligent Community](#)
- [431 Code of Student Rights and Responsibilities - Diligent Community](#)

## Employee Offender Notification

Upon receiving notice of a sexual or kidnapping offender employed by Peninsula College, the Vice President of Human Resources & DEI, or designee, shall review the employee's employment application for criminal disclosure. If the position into which the employee is working is in conflict with the offense, the employee will be provided with due process as outlined in the appropriate collective bargaining agreement or policy. If retained, the Vice President of Human Resources & DEI, or designee, shall provide the offender with the following:

1. Safe Environment Policy 525 ([525 Safe Environment - Diligent Community](#))
2. Institutional Procedure for Notification of Registered Sex and Kidnapping Offenders, Procedure 525.03 ([525.03 Notification of Registered Sex and Kidnapping Offenders - Diligent Community](#))
3. Appropriate Collective Bargaining Agreements or Policies

## How to Obtain Sex Offender Information in Washington State:

For information about registered sex offenders in any county in the State of Washington, please contact the appropriate Sheriff's Department. For information about registered sex offenders living near or attending College in Clallam or Jefferson County, contact:

Clallam County Sheriff's Department 223 E. 4<sup>th</sup> ST, Port Angeles  
Phone:(360) 417-2262

Jefferson County Sheriff's Office, 81 Elkins Rd, Port Hadlock  
Phone: (360) 385-3831

To look up information on predatory sex offenders by name and location visit:

- [Sex Offender Information](#) ([www.waspc.org](http://www.waspc.org))
- [Washington Assn of Sheriffs & Police Chiefs- Contact \(Community Notification\)](#)

In addition, a list of all registered sex offenders in Clallam/Jefferson County is available from the Clallam/Jefferson County Sheriff's Office at [Clallam County Sheriff's Office- Contact](#) and [Sheriff's Office | Jefferson County, WA](#).

Peninsula College is required to inform the campus community of enrolled or employed sex offenders, and it is maintained and available at the Office of Campus Safety Services in the J Building (Office J25).

The CSCPA further amends the *Family Educational Rights and Privacy Act of 1974 (FERPA)* to clarify that nothing in the Act can prohibit an educational institution from disclosing information provided to the institution concerning registered sex offenders.

This statement is provided in compliance with the Campus Sex Crimes Prevention Act of 2000.



# Fire Safety, Statistics, and Housing Information

## Fire Safety

The Campus Fire Safety Right-to-Know Act is an amendment to the Higher Education Opportunity Act. This addition is in place to increase campus fire safety awareness nationwide by providing prospective students and their families with fire safety records of post-secondary institutions with residential facilities. Fire Safety regulations apply only to institutions with on-campus student housing facilities. Peninsula College has one housing unit. Collegiate Housing International (CHI) is located at 1134 & 1138 E. Park Avenue, Port Angeles, WA 98362. The Federal government requires all eligible Title IV institutions that maintain on-campus student housing facilities to publish an annual fire safety report that contains information about campus fire safety practices and standards of the institution. The data includes the number, cause, related injuries and deaths, and the property damage associated with each fire, and to report this to the Department of Education on an annual basis.

The information in this section provides the campus community and prospective and current students, staff, faculty, and visitors information regarding the policies, concerns, and fire safety conditions that are present at Peninsula College. Peninsula College is required to maintain a log of all reported fires that occur in this facility in which Campus Safety Services and CHI housing management work together to provide and report this information. This information is provided on an annual basis in this Annual Security and Fire Safety Report.

## Collegiate Housing International Fire Report

Collegiate Housing International (CHI) is a privately owned and controlled property. Incidents that occur at CHI should promptly be reported to 911, CHI housing management and Peninsula College Campus Safety Services. CHI follows their own protocols for reporting while also working with Campus Safety Services for Clery reportable crimes, including fire statistics. This is done on an annual basis.



Collegiate Housing International (CHI) 1134 E Park Avenue Port Angeles, WA 98362					
Year	Fire Cause	Numbers of Injuries	Number of Deaths	Property Damage Value	TOTAL
2024	Cooking fire	0	0	0	1
2023	Cooking fire	0	0	0	1
2022	None	0	0	0	0

## Collegiate Housing International - Student Housing

Collegiate Housing International (CHI) is a privately owned and controlled property; their website is [CHI Port Angeles - A Place for You!](#). CHI is located at 1134 E. Park Avenue, Port Angeles, WA 98362. Incidents that occur at CHI should promptly be reported to 911, and CHI housing management. CHI follows their own protocols for reporting while also working with Campus Safety Services for Clery reportable crimes, including fire statistics. This is done on an annual basis.

***Collegiate Housing International (CHI) is privately owned and operated. Peninsula College does not own, control or manage this facility.***

CHI appliances and open flame policies state “Failure to comply with procedures established for health, maintenance and safety concerns a. smoking in any area where it is not expressly allowed; b. use of an open flame (e.g. candle, incense, wax melters, cigarette, cigar, etc.) inside any part of CHI-Port Angeles facilities.”

## Enforcement of Housing Contract

Subject to all applicable requirements of Washington State law, the CHI Manager may terminate the Housing Contract and cancel the right of occupancy at any time for any reason, in the Manager’s sole discretion, including without limitation:

## Use of Housing Facilities

When the Manager deems it necessary, the Manager will require students to move to other accommodation. When such circumstances occur, the student agrees to complete the move within the time specified by the Manager. The Manager may relocate student for the following reasons:

- to vacate or consolidate a room, floor, wing, or building.
- to provide the necessary space to accommodate staffing needs.
- to vacate an area for the purpose of major repairs or when maintenance difficulties or requirements render an area unsafe.
- when unusual conditions occur affecting the health or safety of the student or others
- student conduct in violation of Policies and Regulations (as defined below)

## Entering of Rooms

Subject to all notice requirements under applicable Washington State law, if any, the Manager reserves the right to enter Student’s room without notice and in student’s absence for reasons of

health, safety, or general welfare; to make repairs to the room and/or furnishing; upon reasonable suspicion of the presence of any illegal substance or activity; or for other suspected violations of federal, state or local law or the Policies and Regulations (as defined below).

### Housing Health and Safety Inspections

The Manager will conduct a Health and Safety Inspection weekly. The inspection will be on a designated day of the week. The student will be given at least 48 hours' notice prior to the inspection if it is on a day other than the designated day. Managers may enter each unit and bedroom without the student being present, to conduct the health and safety inspections and any re-inspections that may be necessary. If the room and/or common area are found to be in an unacceptable condition they will have 48 hours, from the time of the inspection, to correct the condition of the room and/or common area to a satisfactory condition. Students will be provided with written notice as to what is needed to correct the condition of the room and/or common area. If Student fails to correct the condition of the room or common area within 72 hours, she/he will be responsible for payment of any and all costs associated with having the CHI-Port Angeles Staff or outside vendor acting on behalf of CHI-Port Angeles correct the condition of the apartment.

### Housing Access Codes and Cards

Access Codes and cards are the property of CHI-Port Angeles and access cards must be returned at the end of student's occupancy. Students agree not to share access codes and not to distribute or loan access cards to others. A service fee shall be charged each time that the student locks himself/herself out of the premises, and requests assistance in gaining entry to premises and/or change of access codes.

### Smoking In Housing

Smoking and/or vaping is only allowed in designated areas on the outside of the building. It is not allowed within the building itself, including without limitation all student rooms, hallways, laundry room, stairways, dining room and storage areas, or within 25 feet of any building entrance. People who found smoking or vaping indoors will be assessed a fine.

### Collegiate Housing International Policies, Regulations, and Contacts

For Housing Policies and Regulations, please refer to [CHI Port Angeles - A Place for You!](#).

### Emergency Contacts:

- 911 for immediate response from the Police and Fire Departments
- CHI Management Port Angeles, Curtis Brackett (415) 662-0750

**Current CHI Policies see the link:** [CHI Port Angeles - A Place for You!](#)

### Plans for future improvement in fire safety.

PC will continue to work with CHI to promote fire safety upon CHI request.

### Housing and Guests

Student Housing (CHI) residents and their guests who choose to consume alcohol must be twenty-one or older and must act responsibly while doing so. Also, residents may not partake in any illicit drug use, including cannabis.

### Counseling, Treatment, Rehabilitation or Resources

Please see contacts below page 91.

### CHI Building Information

Collegiate Housing International (CHI). Located at 1135 & 1138 E Park Avenue, Port Angeles, WA 98362.

Student Housing Fire Safety Systems Information		
<b>Year Building Built</b>	2017	
<b>Numbers of Stories</b>	3	
<b>Exit Signage</b>	Yes	
<b>Smoke Alarms in Bedrooms</b>	Yes	Additional Smoke alarms in common areas & hallways
<b>Monitored Fire Alarm Systems</b>	Yes	
<b>Fire Alarm System</b>	Yes	
<b>Range Hood Fire Systems</b>	No	
<b>Dry Sprinkler</b>	No	
<b>Wet Sprinkler</b>	Yes	Wet sprinklers are located rooms & common areas
<b>Fire Pump</b>	No	
<b>Wet Standpipe</b>	No	
<b>Smoke Detection</b>	Yes	Only hallways
<b>Fire Extinguishers</b>	Yes	Large one on every floor & all units have one under the sink
<b>Fire Evacuation Maps</b>	No	
<b>Fire Drills</b>	No	

### Smoke/Carbon Monoxide (CO) Detectors in Housing Development

The student should immediately notify the Manager in the event that the smoke/CO detector equipment becomes damaged, lost, stolen, or otherwise inoperable. The students also should notify the Manager immediately if the smoke detectors appear to be inoperable. The student further understands that the willful damage, tampering, theft, or destruction of any smoke/CO detector or other life safety system endangers his/her safety and the safety of others in case of an emergency, and students may be held liable for damages incurred to people and/or property as a result of tampering with smoke and/or CO detectors.

### Definition of a Fire

A fire is defined as an instance of open flame or other burning in a place not intended to contain the burning or in an uncontrolled manner. This doesn't include items like burnt microwave popcorn that have triggered a fire alarm or fires in parking facilities that are not physically attached to or accessed directly from on-campus student housing.

# Resources for Student and Employees

Premium Assistance Under Medicaid and the Children's Health Insurance Program (CHIP).

If any student, employees, or their dependent children are eligible for Medicaid or CHIP and you're eligible for health coverage from your employer, your state may have a premium assistance program that can help pay for coverage, using funds from their Medicaid or CHIP programs. If any student, employees, or their dependent children aren't eligible for Medicaid or CHIP, you won't be eligible for these premium assistance programs but may be able to buy individual insurance coverage through the Health Insurance Marketplace. For more information, visit [healthcare.gov](https://www.healthcare.gov) or [Welcome! - Local Resources List - LibGuides at Peninsula College](#)

If any student, employees, or their dependents are already enrolled in Medicaid or CHIP and live in the State listed below, contact your State Medicaid or CHIP office to find out if premium assistance is available.

If any student, employees, or their dependents are NOT currently enrolled in Medicaid or CHIP and think that you or any of your dependents might be eligible for either of these programs, contact your State Medicaid or CHIP office or dial 1-877-KIDS NOW or [insurekidsnow.gov](https://insurekidsnow.gov) to find out how to apply. If students & employees qualify, ask your state if it has a program that might help pay the premiums for an employer-sponsored plan.

If any student, employees, or their dependents are eligible for premium assistance under Medicaid or CHIP, as well as eligible under your employer plan, your employer must allow you to enroll in your employer plan if you aren't already enrolled. This is called a "special enrollment" opportunity, and you must request coverage within 60 days of being determined eligible for premium assistance. If you have questions about enrolling in your employer plan, contact the Department of Labor at [Ask EBSA | U.S. Department of Labor](#) or call 1-866-444-EBSA (3272).

## Washington Medicaid

[www.hca.wa.gov](https://www.hca.wa.gov)  
(800) 562-3022

## Mandatory Child Abuse and Neglect Reporting

Peninsula College employees are mandatory reporters for children (under the age of 18) abuse neglect. This means all PC employees are required to report suspected cases under Washington law. The duty to report suspected child abuse cases as a mandatory reporter is a 24-hour-a-day, 7 day-a-week responsibility. This legal duty is personal to you as a community college employee and applies whether or not you are on work time. Reporting is required within 48 hours. Contact Department Youth and Families/DSHS at 866-end-harm (866-363-4276) or call 911. [PC Cares Report | Peninsula College Advocate System \(symplicity.com\)](#)

- Forks (360) 374-2223, option 1  
Port Angeles (360) 452-4545, press 2  
Port Townsend (360) 344-9779, ext. 0

## What are the responsibilities as an employee of PC?

Please immediately report suspected abuse to the Department of Social and Health Services (DSHS) or local law enforcement, providing only names and observable facts that relate to the potential abuse (what was, read, saw, or heard). If an employee or student is involved, remember that privacy rights may apply to individuals and that requests from DSHS or law enforcement for additional information must be made through appropriate college channels – Campus Safety Services, or Human Resources.

To report suspected abuse, call 1-866-END-HARM (866-363-4276). If DSHS or local law enforcement contacts you for any information about a student or employee, beyond observable facts related to the reported abuse, instruct them to contact either Campus Safety Services, or Human Resources. Do not provide any additional information about the student or employee beyond what has been observed; this restriction only specifically applies to PC employees or students (FERPA). If anyone believes that child abuse occurred on PC property or in conjunction with PC activities, AFTER reporting to local law enforcement or the Department of Human Services, employees must also report to PC Campus Safety Services. Report Title IX incidents: Title IX mandatory reporting requirements are different. If the observed abuse also implicates Title IX, employees must submit a report to the Title IX Coordinator through the college's Incident Reporting process. PC is charged with investigating all reported gender-based and sexual misconduct concerns, offering support to the people involved and implementing measures to maximize safety.

## Law Enforcement Agencies

The Following Law Enforcement Agencies may be contacted for non-emergencies:

- [Port Angeles Police Department](#) by dialing (360) 452-4545
- [Clallam County Sheriff's Office](#) by dialing (360) 452-4545
- [Port Townsend Police Department](#) by dialing (360) 385-2322
- [Jefferson County Sheriff's Office](#) by dialing (360) 344-9779 or (360) 385-3831
- [Forks Police Department](#) by dialing (360) 374-2223

## Other Support Services

### The C.A.R.E. Process

C.A.R.E. stands for Concern, Assess, Respond and Evaluate. In alignment with PC's goals, the goal of this work is to improve overall retention and completion rates, reduce opportunity gaps, and shorten the student's time to completion. College is a difficult and stressful time in most students' lives. Everyone goes through challenging times and speaking up can help get individuals connected with resources both on and off-campus. The CARE process exists to support students as they face a variety of barriers to their success and well-being; this process includes collaborating with the students, faculty, staff, and partners across the college. This could include connecting students to the appropriate department, navigating an institutional process, or identifying college and/or community resources for assistance. For questions, please visit the C.A.R.E. [Click here to submit a CARE report.](#)

## Voluntary Confidential Reporting

Victims may make anonymous reports by submitting a C.A.R.E Report by visiting [PC Cares Report | Peninsula College Advocate System \(symplicity.com\)](#)

## Local Resources List

Peninsula College partners with a wide variety of community services to support students & employees. These resources do provide legal assistance for Visa and immigration assistance questions. Local Resources List: [Welcome! - Local Resources List - LibGuides at Peninsula College](#).

## Washington Apple Health for Adults and Children

Some state employees may qualify for health care coverage through the [Washington Apple Health program](#) at no cost, or [Washington Apple Health for Kids with premiums](#). If anyone would like to see if they or their dependents qualify for coverage, please apply online at [Home | Washington Healthplanfinder](#) or by contacting the Health Benefit Exchange Customer Support Center at 1-855-923-4633. To take advantage of this opportunity, I urge everyone to seek additional information as quickly as possible.

If anyone or their dependents qualify for no-cost Apple Health, they will have a choice of available managed care plans depending on the county in which they live. There are no premiums, co-pays, or deductibles. If your dependents qualify for Apple Health for Kids with premiums and you choose to enroll, you will be responsible to pay a small monthly premium.

Anyone may also choose to keep their insurance through their employer. If you keep your employer-based coverage, you may qualify for help with your insurance premiums.

Call (800) 562-3022 Ext. 15473 or visit the [Premium Payment](#) page on the Health Care Authority's website for more information. The site includes general information and an application form for your convenience. Additional information is available at the [U.S. Department of Labor's](#) website

## Disability Services

Per College Policy 505, Peninsula College shall provide to individuals qualifying with a disability an equal opportunity to access the benefits, rights, and privileges of college services, programs, activities, and employment in the most integrated setting appropriate to the individual's needs, in compliance with the Americans with Disabilities Act (ADA) of 1990, Section 504 of the Rehabilitation Act of 1973, Americans with Disabilities Act Amendment Act (ADAAA) of 2008, the State of Washington Laws against discrimination, and appropriate collective bargaining agreements. No individual shall, on the basis of disability, be excluded from participation in, be denied the benefits of, or otherwise be subject to discrimination in any program or activity.

In accordance with the ADAAA of 2008, persons with disabilities have the right to request and receive reasonable accommodations that:

1. Are necessary to ensure that employment/academic requirements do not discriminate or have the effect of discriminating against a qualified individual with a disability based on that disability; and

2. Do not impose an undue hardship on the college or require alteration of academic requirements demonstrated as essential to the program of instruction being pursued.

It shall be the obligation of the individual with a disability to request reasonable accommodation.

Students are responsible for providing comprehensive documentation of their disability and making accommodation requests with the Access Services (AS) office. For more information contact AS at:

- SSD at [ssd@pencol.edu](mailto:ssd@pencol.edu) or
- (360) 417-6323;
- Toll Free in Washington (877) 452-9277, ext.6323

Employees (or employment applicants) may request accommodation by contacting:

HR Consultant

Phone: (360) 417-7985

Email: [PCHR@pencol.edu](mailto:PCHR@pencol.edu)

Office: #C39 located in the C building of Peninsula College 1502 E. Lauridsen Blvd, Port Angeles, WA 98362,

For more information on requesting accommodations at Peninsula College view College's procedure [505.01 Reasonable Accommodation Academic Adjustment for Individuals with Disabilities - Diligent Community](#).

## Visa and Immigration Assistance

International Programs at Peninsula College provide Visa and Immigration Services for F-1 and M-1 student visa recipients. The department provides pre-departure, airport arrival, orientation, testing assistance, registration, health insurance, housing, immigration counseling and referrals to mental health counseling. The office also works with other departments on campus, such as Student Life to contribute ideas and invite student participation in campus activities and other events on campus. Prior to student arrival in the country, the International Programs office staff communicate regularly with overseas international student agents, sponsors and other affiliates to assist students in transitioning to studying in the US. The office provides a 'home-away-from-home' atmosphere for the students to acclimate and sense of belonging. For additional information for international student programs they can call (360) 417-7989 or see the website at [International Programs | Peninsula College \(pencol.edu\)](#)

## Student Financial Aid

The Financial Aid Office assists students in applying for and receiving federal, state and institutional aid to help fund and achieve students' educational goals. The financial aid team helps students navigate the complexities of the application process, submitting any supplemental document(s), and ensuring students understand how the process works and how to get their aid. This includes helping demystify the application process, explaining different financial aid award types such as grants and scholarships vs loans, and ensuring students are getting all the state and federal aid they are entitled eligible to receive.

Financial Aid staff can help students in person, over the phone or email, and over Zoom.

### Financial Aid



**Email:** [FinancialAid@pencol.edu](mailto:FinancialAid@pencol.edu)

**Phone:** (360) 417-6390

**Fax:** (360) 417-6395

**Location:** Student Services Building, Main Campus

**Website:** [Financial Aid Office | Peninsula College \(pencol.edu\)](#)

## Emergency Mental Health and Suicide Prevention - CALL OR TEXT 988.

Trained counselors will listen, understand how their problems are affecting them, provide support, and connect them to resources if necessary. Visit [988 Lifeline - If you need emotional support, reach out to the national mental health hotline: 988.](#) to learn more.

## On campus Mental Health Counseling Services

Free, short-term counseling when classes are in session. Available to help students adjust to, cope with, and succeed in college. To schedule an appointment call (360) 417-6340.

## Emergency Funding for Peninsula College Students

Is a financial situation impacting your ability to do well in college? [Emergency Funding \(pencol.edu\)](#) to apply for emergency funding.

## Olympic Medical Center Emergency Services: CALL 911

or visit Emergency Room: 939 Caroline St, Port Angeles, WA 98362

## Salish Regional 24-hour Crisis Line: (888) 910-0416

Serving Clallam, Jefferson, and Kitsap Counties. Online chat available at [ImHurting.org](http://ImHurting.org)

## Healthy Families of Clallam County 24-hour Crisis Line: (360) 452-4357

Services and assistance for: Domestic violence, sexual assault, child abuse, crime victims. Monday through Friday from 9:00 am to 4:00 pm. For non-emergencies, call (360) 452-3811; otherwise use the 24-hour Crisis Line number.

## Peninsula Behavioral Health in Port Angeles: (360) 457-0431

[Get Immediate Help - Peninsula Behavioral Health](#)

Crisis intervention, children & family services, counseling, etc.

24/7 Crisis Support: 1-888-910-0416

## Olympic Peninsula Community Clinic: (360) 457-4431

Mental health assessment, counseling services for low-income and un-insured [Free Medical Clinic Serving Clallam and Jefferson Counties - OPCClinic](#)

## National Alliance on Mental Illness—Clallam County Chapter: (360) 452-5244

Support, education, awareness, advocacy & research for those impacted by mental health disorders at [Local NAMIs | NAMI Washington](#)

## National Resources Available

### National Suicide Prevention Lifeline: (800) 273-8225

1-800-273-TALK (8225) (24 hours a day)

24-hr web chat support: [suicidepreventionlifeline.org/chat](https://suicidepreventionlifeline.org/chat)

## **National Domestic Violence 24-hr Hotline: (800) 799-7233**

Text to 88788, or live chat at [thehotline.org](https://thehotline.org)

Crisis Text line: text CONNECT (741741)

24-hour text support for any type of crisis, work with a trained crisis counselor at [Crisis Text Line](#) | [Text HOME to 741741 Free, 24/7 Mental Health Support](#)

Is a student or employee struggling with life, isolating themselves socially, or experiencing a decline in work or academic performance?

[PC Cares Report](#) | [Peninsula College Advocate System \(symplicity.com\)](#) to get them connected to the resources they need. The C.A.R.E. Team is here to help.

- [Peninsula College Emergency Funding](#)
- [Local Resources List](#)
- [North Olympic Peninsula Alcoholics Anonymous](#)
- [North Olympic Peninsula Narcotics Anonymous](#)
- [Clallam County Housing Resources Center \(HRC\): \(360\) 565-5041](#)
- [Olympic Community Action Programs](#)
- [Alcohol & Drug Rehab Centers in Washington & Free Treatment Resources](#)
- [Pirate Pantry/Port Angeles Food Bank](#)
- [Whole-Person Healthcare for Port Angeles, Sequim, Forks \(nohn-pa.org\)](#)
- [Olympic Medical Center - Working together to provide excellence in health care](#)

## **Opioid Education and Awareness**

The purpose of this SBCTC policy guidance document is to outline the implementation of House Bill [2112](#), focusing on opioid education, awareness, and training within college campuses, as well as providing access to naloxone and testing strips.

HB 2112 Requires that naloxone and fentanyl test strips be made available across campus.

Requires opioid and fentanyl prevention education and awareness for all students. May be in person or online and must include 'Good Samaritan' statute training. Must be posted on public college website for students, parents, and guardians.

Students and employees are not required by the college to assist during an overdose and are therefore covered under the Good Samaritan Law. The college prefers that if you suspect someone is overdosing on opioids, immediately contact Campus Safety Services and 9-1-1 rather than intervening yourself.

### **Opioid Training/Education and Awareness Programs:**

New employees and students receive training through our Vector Training program. The training is called Alcohol and other drugs. Peninsula College Campus Safety Services will also work with local health officials to conduct in-person training on campus. There will also be videos available on the college website as Campus Safety Services continue to develop this ongoing HB 2112 directive.

### Public Dispenser

The Clallam County Department of Health & Human Services has provided a dispensary for the campus that is located at various locations across Campus. The dispensary currently holds COVID testing kits. This was discontinued in 2025. The Department of Health provides the Naloxone and Fentanyl test stripes, located in the Peninsula College PUB building, and Forks campus.

### Policy and Procedures

Peninsula College has the following policies with regards to Alcohol and Drugs.

211 – Drug and Alcohol – Free Workplace Policy [211 Drug and Alcohol-Free Workplace Policy - Diligent Community](#)}, 518 – Drugs, Alcohol and Tobacco on College Facilities [518 Drugs, Alcohol and Tobacco on College Facilities - Diligent Community](#)}, 518.02 – Use of Alcohol on College Facilities [518.02 Use of Alcohol on College Facilities - Diligent Community](#)}, [2025 WAC 132A-127.pdf](#)

## Wraparound Services

Wraparound services are community agencies who collaborate with Peninsula College to help connect students with resources. Students can meet with agency representatives from local organizations in person at the Community Services Office, in Workforce Programs (Building P) on the Port Angeles campus [Wraparound Services | Peninsula College \(pencol.edu\)](#)

## Death of Student or Employee

Peninsula College intends to ensure a professional and caring response in the event of a student or employee death by providing support, communication, coordination, and recommended guidance for affected parties. Those responsible for implementing this procedure should be guided by the essential communication needs required to respond effectively while maintaining sensitivity for the bereaved.

### Responsibilities and Procedures Response Protocol

1. If a death occurs on the College premise, call 911 immediately and Campus Safety Services x6559 (360) 417-6559 and describe the location and situation as clearly and specifically as possible. The scene of the incident must not be disturbed.
2. An individual made aware of the College student or employee death should immediately provide all known information [on a PC CARES report](#) for a student death and Human Resources for an employee death.
3. The CARE Team/Human Resources ensures:
  - a. Extension of condolence and support;
  - b. Coordination of an appropriate response and notification to impacted individuals, groups, departments, and administrators;
  - c. Administration of necessary College processes;
  - d. Facilitation of post-crisis support, and resolution as needed.
4. The Marketing Department or designee is responsible for collecting and disseminating information to the media. All media requests for information must be directed to that office.

# Additional Programs

## The Whistleblower Program

The Whistleblower Program helps maintain accountability and integrity in state government. It is a proven tool that protects employees. By working together, state government improves, and we increase the public's confidence in our work.

State law ([RCW 42.40](#)) encourages state employees to report improper governmental actions to the Office of the State Auditor. "Improper governmental action" means any action by an employee that violates state law, abuses authority, wastes public funds, or endangers public health or safety. ("Improper governmental action" does not include personnel actions pertaining to grievances and related complaints.)

Any state employee wishing to report improper governmental action should notify the State Auditor at the following address:

State Auditor's Office Attention: State Employee Whistleblower Program P.O. Box 40021 Olympia, WA 98504-0031 Email: [whistleblower@sao.wa.gov](mailto:whistleblower@sao.wa.gov)

Telephone calls will not be accepted. Whistleblowers may choose to remain anonymous; however, if a whistleblower wishes to be informed about the results of the State Auditor's investigation, their initial report must include a name, address, and telephone number. Whistleblower reports made in good faith are kept strictly confidential. The whistleblower is entitled to protection from reprisal or retaliatory action (such as arbitrary job changes or unwarranted letters of reprimands). A whistleblower who believes they have been the subject of reprisal or retaliation may file a claim with the Washington Human Rights Commission. A whistleblower reporting [form](#) and other details about the program can be found at the Office of the Washington State Auditor [website](#).

## Ethics

Peninsula College is a state agency operating in accordance with Washington state law. To protect public interest, college employees are obligated to treat their positions as a public trust, using their official powers and duties and the resources of the college to advance the public interest. Peninsula College enacted board [policy 207 Standard of Ethical Conduct](#) in accordance with [RCW 42.52](#) (the 1994 Ethics Law) to ensure that college employees are aware of their obligations under the law.

# Definitions

## Criminal Acts

**Murder/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.

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

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

**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.

**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)

**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.

**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.

**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); cannabis; synthetic narcotics (Demerol, methadone's); and dangerous non-narcotic drugs (barbiturates, Benzedrine).

**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.)

*NOTE: The above listed crime definitions come from the Uniform Crime Reporting Handbook*

### **Sex Offenses/Violence Against Woman Act (VAWA)**

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

**Rape:** The penetration, no matter how slight, of the vagina or anus with any body part or object, or oral penetration by a sex organ of another person, without the consent of the victim, including instances in which the victim is incapable of giving consent.

**Fondling:** The touching of the private body parts of another person for the purpose of sexual gratification, forcibly and/or against that person's will; or not forcibly or against the person's will where the victim is incapable of giving consent because of his/her youth or because of his/her temporary or permanent mental incapacity.

**Incest:** Nonforcible sexual intercourse between persons who are related to each other within the degrees wherein marriage is prohibited by law.

**Statutory Rape:** Nonforcible sexual intercourse with a person who is under the statutory age of consent.

*The above listed crime definitions from the Uniform Crime Reporting Handbook, 2013 Revised UCR definition of Rape, as prescribed by 2014 VAWA Negotiated Rulemaking Final Consensus Language.*

### **Hate Crimes**

Peninsula College is also required to report statistics for hate (bias) related crimes by the type of bias as defined below for the following classifications: murder/non-negligent manslaughter, negligent manslaughter, sex offenses (forcible and non-forcible), robbery, aggravated assault, burglary, motor vehicle theft, arson (see definitions above) and larceny, vandalism, intimidation, and simple assault (see definitions below).

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

**Vandalism:** 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.

**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.

**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.

**Domestic violence, dating violence and stalking:** See definition below.

If a hate crime occurs where there is an incident involving intimidation, vandalism, larceny, simple assault or other bodily injury, the law requires that the statistic be reported as a hate

crime even though there is no requirement to report the crime classification in any other area of the compliance document.

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

### Other Offenses

**Dating Violence:** Violence committed by a person who is or has been in a social relationship of a romantic or intimate nature with the victim. a) 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. b) For the purpose of this definition, dating violence includes but is not limited to sexual or physical abuse or the threat of such abuse and does not include acts covered under the definition of domestic violence.

**Domestic Violence:** 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 cohabitating with or has cohabitated with the victim as a spouse or intimate partner. d) By a person similarly situated to the spouse of the victim under the domestic or family violence laws of the jurisdiction in which the crime of violence occurred. 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.

**Stalking:** 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. For the purpose of this definition, *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. Substantial emotional distress means significant mental suffering or anguish that may, but does not necessarily, require medical or other professional treatment or counseling. A reasonable person means a reasonable person under similar circumstances and with similar identities to the victim.

### Reportable Crimes

The crimes reportable by calendar year and location where they occurred under the Clery Act are:

1. **Murder and Non-Negligent Manslaughter:** The willful (non-negligent) killing of one human being by another.
2. **Negligent Manslaughter:** The killing of another person through gross negligence.
3. **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. Simple assaults are excluded.



4. **Arson:** Any willful or malicious burning or attempt to burn, with or without intent to defraud, a dwelling house, public building, motor vehicle or aircraft, personal property another, etc.
5. **Burglary:** The unlawful entry of a structure to commit a felony or a theft. Attempted forcible entry is included.
6. **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.
7. **Motor Vehicle Theft:** The theft or attempted theft of a motor vehicle.

### Clery Act Reportable Sex Offenses

8. **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.
9. **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 and/or because of his/her temporary or permanent mental incapacity.
10. **Incest:** Non forcible sexual intercourse between people who are related to each other within the degrees wherein marriage is prohibited by law.
11. **Statutory Rape:** Non forcible sexual intercourse with a person who is under the statutory age of consent.
12. **Hate Crimes** A Hate crime is a criminal offense that manifests evidence that the victim was intentionally selected because of the perpetrator's bias against the victim. Any of the following offenses motivated by bias are considered Hate crimes: Murder and Non-negligent Manslaughter, Negligent Manslaughter, Rape, Fondling, Robbery, Aggravated Assault, Burglary, Motor Vehicle Theft, Arson, and Stalking.

### The following crimes are only included in crime statistics if they are Hate Crimes:

- a. **Larceny-theft:** The unlawful taking, carrying, leading, or riding away of property from the possession or constructive possession of another.
- b. **Simple Assault:** An unlawful physical attack by one person on another where neither the offender displays a weapon, nor the victim suffers obvious severe or aggravated bodily injury involving apparent broken bones, loss of teeth, possible internal injury, severe laceration, or loss of consciousness.
- c. **Intimidation:** To unlawfully place another person in reasonable fear of bodily harm through the use of threatening words and/or conduct, but without displaying a weapon or subjecting the victim to actual attack.
- d. **Destruction, damage, or vandalism of property:** To destroy willfully or maliciously, damage, deface, or otherwise injure real or personal property without the consent of the owner or the person having custody or control of the property.

### Clery Hate Crimes Require a Bias

In order to count a crime as a Hate crime, the Clery Act requires evidence of bias. There are eight categories of bias under the Clery Act, which are:

- 1) **Disability:** Pre-formed negative opinion or attitude toward a group of people based on their physical or mental impairments, whether such disability is temporary or permanent, congenital, or acquired by heredity, accident, injury, advanced age, or illness.

- II) **Ethnicity:** A pre-formed 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 a grouping based mostly upon biological criteria, while “ethnicity” also encompasses additional cultural factors.
- III) **Gender:** A pre-formed negative opinion or attitude toward a person or group of persons based on their actual or perceived gender, e.g., male or female.
- IV) **Gender Identity:** A pre-formed 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.
- V) **National Origin:** A pre-formed negative opinion or attitude toward a group of people based on their actual or perceived country of birth. This bias may be against people that have a name or accent associated with a national origin group, participate in certain customs associated with a national origin group, or because they are married to or associate with people of a certain national origin.
- VI) **Race:** A pre-formed 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 or African Americans, whites.
- VII) **Religion:** A pre-formed 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.
- VIII) **Sexual Orientation:** A pre-formed negative opinion or attitude toward a group of persons based on their actual or perceived sexual orientation. Sexual Orientation is the term for a person’s physical, romantic, and/or emotional attraction to members of the same and/or opposite sex, including lesbian, gay, bisexual, and heterosexual (straight) individuals.

### Violence Against Women Act (2013) Crimes

- A. **Domestic Violence:** A felony or misdemeanor crime of violence committed by a current or former spouse or intimate partner of the victim; by a person with whom the victim shares a child in common; by a person who is cohabitating with or has cohabitated with the victim as a spouse or intimate partner; by a person similarly situated to a spouse of the victim under the domestic or family violence laws of the jurisdiction in which the crime of violence occurred; or by any other person against an adult or youth victim who is protected from that person’s acts under the domestic or family violence laws of the jurisdiction in which the crime of violence occurred.
- B. **Dating Violence:** Violence committed by a person who is or has been in a social relationship of a romantic or intimate nature with the victim. The existence of such a relationship shall be determined based on the reporting party’s statement with consideration of the length of the relationship, the type of relationship, and the frequency of interaction between the persons involved in the relationship.
- C. **Stalking:** Engaging in a course of conduct directed at a specific person that would cause a reasonable person to (1) fear for the person’s safety or the safety of others; or (2) suffer substantial emotional distress. Course of conduct means two or more acts, including, but not limited to, acts in which the stalker directly, indirectly, or through third parties, by any action, method, device, or means follows, monitors, observes, surveils, threatens, or communicates to or about, a person, or interferes with a person’s property. Substantial emotional distress means significant mental suffering or anguish that may,

but does not necessarily, require medical or other professional treatment or counseling. The reasonable person standard means a reasonable person under similar circumstances and with similar identities to the victim.

- D. **Clery Act Disciplinary Referral Data** for Violations of State Laws Regarding Alcohol, Drugs and Weapons. The Clery Act requires institutions collect statistics for violations of state law and ordinances for drug, alcohol, and weapons violations. The disciplinary referral data is collected from internal campus partners.

### Alcohol Law Violations

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

### Weapons Possession

The violation of state 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; and all attempts to commit any of the aforementioned.

### 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).

**Clery Act Arrest Data for Violations of State Laws Regarding Alcohol, Drugs and Weapons:** The Clery Act requires institutions collect statistics for arrest data for violations of state law and or ordinances for drug, alcohol, and weapons laws. The arrest data is collected from internal public safety partners and law enforcement agencies with jurisdiction over institutional properties.

**Unfounded Crimes:** The Clery Act requires that institutions report in the Annual Security Report any Clery crime that occurred on Clery geography which was unfounded following an investigation by sworn law enforcement.

**Clery Act Arrest Data** for Violations of State Laws Regarding Alcohol, Drugs and Weapons. The Clery Act requires institutions to collect statistics for arrest data for violations of state law and ordinances for drug, alcohol, and weapons laws. The arrest data is collected from internal public safety partners and law enforcement agencies with jurisdiction over institutional properties. 18. Unfounded Crimes the Clery Act requires that institutions report in the Annual Security Report any Clery crime that occurred on Clery geography which was unfounded following an investigation by sworn law enforcement.

# Washington State Definitions

**Consent. RCW 9A.44.010.** (2) "Consent" means that at the time of the act of sexual intercourse or sexual contact there are actual words or conduct indicating freely given agreement to have sexual intercourse or sexual contact.

**Age of Consent.** The Washington Age of Consent is **16 years old**. In the United States, the age of consent is the minimum age at which an individual is considered legally old enough to consent to participation in sexual activity. Individuals aged 15 or younger in Washington are not legally able to consent to sexual activity, and such activity may result in prosecution for statutory rape.

Washington statutory rape law is violated when a person has consensual sexual intercourse with an individual under age 16. The age of consent is raised to 18 when the partners are a foster parent and foster child, when the older partner is at least 60 months older than their 16 or 17 year old partner and abuses their significant relationship(as defined by RCW 9A.44.010) to have sexual intercourse, or when the partners are teacher and student(this law was actually interpreted by the Washington State Supreme Court to extend to students up to 21 years old).

**Domestic Violence. RCW 26.50.010** (3) "**Domestic violence**" means: (a) Physical harm, bodily injury, assault, or the infliction of fear of imminent physical harm, bodily injury or assault, sexual assault, or stalking as defined in RCW 9A.46.110 of one intimate partner by another intimate partner; or (b) physical harm, bodily injury, assault, or the infliction of fear of imminent physical harm, bodily injury or assault, sexual assault, or stalking as defined in RCW 9A.46.110 of one family or household member by another family or household member (6) "**Family or household members**" means: (a) Adult persons related by blood or marriage; (b) adult persons who are presently residing together or who have resided together in the past; and (c) persons who have a biological or legal parent-child relationship, including stepparents and stepchildren and grandparents and grandchildren. (2) "**Dating relationship**" means a social relationship of a romantic nature. Factors that the court may consider in making this determination include: (a) The length of time the relationship has existed; (b) the nature of the relationship; and (c) the frequency of interaction between the parties.

**Rape in the first degree. RCW 9A.44.040.** (1) A person is guilty of rape in the first degree when such person engages in sexual intercourse with another person by forcible compulsion where the perpetrator or an accessory:(a) Uses or threatens to use a deadly weapon or what appears to be a deadly weapon; or(b) Kidnaps the victim; or(c) Inflicts serious physical injury, including but not limited to physical injury which renders the victim unconscious; or(d) Feloniously enters into the building or vehicle where the victim is situated.(2) Rape in the first degree is a class A felony.

**Rape in the second degree. RCW 9A.44.050.** (1) A person is guilty of rape in the second degree when, under circumstances not constituting rape in the first degree, the person engages in sexual intercourse with another person: (a) By forcible compulsion; (b) When the victim is incapable of consent by reason of being physically helpless or mentally incapacitated; (c) When the victim is a person with a developmental disability and the perpetrator is a person who is not married to the victim and who: (i) Has supervisory authority over the victim; or (ii) Was providing transportation, within the course of his or her employment, to the victim at the time of the

offense; (d) When the perpetrator is a health care provider, the victim is a client or patient, and the sexual intercourse occurs during a treatment session, consultation, interview, or examination. It is an affirmative defense that the defendant must prove by a preponderance of the evidence that the client or patient consented to the sexual intercourse with the knowledge that the sexual intercourse was not for the purpose of treatment; (e) When the victim is a resident of a facility for persons with a mental disorder or chemical dependency and the perpetrator is a person who is not married to the victim and has supervisory authority over the victim; or (f) When the victim is a frail elder or vulnerable adult and the perpetrator is a person who is not married to the victim and who: (i) Has a significant relationship with the victim; or (ii) Was providing transportation, within the course of his or her employment, to the victim at the time of the offense. (2) Rape in the second degree is a class A felony.

**Rape in the third degree. RCW 9A.44.060.** (1) A person is guilty of rape in the third degree when, under circumstances not constituting rape in the first or second degrees, such person engages in sexual intercourse with another person: (a) Where the victim did not consent as defined in RCW 9A.44.010(7), to sexual intercourse with the perpetrator or (b) Where there is threat of substantial unlawful harm to property rights of the victim. (2) Rape in the third degree is a class C felony.

**Rape of a child in the first degree. RCW 9A.44.073.** (1) A person is guilty of rape of a child in the first degree when the person has sexual intercourse with another who is less than twelve years old, and the perpetrator is at least twenty-four months older than the victim. (2) Rape of a child in the first degree is a class A felony.

**Rape of a child in the second degree. RCW 9A.44.076.** (1) A person is guilty of rape of a child in the second degree when the person has sexual intercourse with another who is at least twelve years old but less than fourteen years old and the perpetrator is at least thirty-six months older than the victim. (2) Rape of a child in the second degree is a class A felony.

**Rape of a child in the third degree. RCW 9A.44.079.** (1) A person is guilty of rape of a child in the third degree when the person has sexual intercourse with another who is at least fourteen years old but less than sixteen years old and not married to the perpetrator and the perpetrator is at least forty-eight months older than the victim. (2) Rape of a child in the third degree is a class C felony.

**Child molestation in the first degree. RCW 9A.44.083.** (1) A person is guilty of child molestation in the first degree when the person has, or knowingly causes another person under the age of eighteen to have, sexual contact with another who is less than twelve years old and not married to the perpetrator and the perpetrator is at least thirty-six months older than the victim. (2) Child molestation in the first degree is a class A felony.

**Child molestation in the second degree. RCW 9A.44.086.** (1) A person is guilty of child molestation in the second degree when the person has, or knowingly causes another person under the age of eighteen to have, sexual contact with another who is at least twelve years old but less than fourteen years old and the perpetrator is at least thirty-six months older than the victim. (2) Child molestation in the second degree is a class B felony.

**Child molestation in the third degree. RCW 9A.44.089.** (1) A person is guilty of child molestation in the third degree when the person has, or knowingly causes another person under the age of eighteen to have, sexual contact with another who is at least fourteen years old but

less than sixteen years old and the perpetrator is at least forty-eight months older than the victim. (2) Child molestation in the third degree is a class C felony.

**Sexual misconduct with a minor in the first degree. RCW 9A.44.093.** (1) A person is guilty of sexual misconduct with a minor in the first degree when: (a) The person has, or knowingly causes another person under the age of eighteen to have, sexual intercourse with another person who is at least sixteen years old but less than eighteen years old, if the perpetrator is at least sixty months older than the victim, is in a significant relationship to the victim, and abuses a supervisory position within that relationship in order to engage in or cause another person under the age of eighteen to engage in sexual intercourse with the victim; (b) the person is a school employee who has, or knowingly causes another person under the age of eighteen to have, sexual intercourse with an enrolled student of the school who is at least sixteen years old and not more than twenty-one years old, if the employee is at least sixty months older than the student; or (c) the person is a foster parent who has, or knowingly causes another person under the age of eighteen to have, sexual intercourse with his or her foster child who is at least sixteen. (2) Sexual misconduct with a minor in the first degree is a class C felony. (3) For the purposes of this section: (a) "Enrolled student" means any student enrolled at or attending a program hosted or sponsored by a common school as defined in RCW 28A.150.020, or a student enrolled at or attending a program hosted or sponsored by a private school under chapter 28A.195 RCW, or any person who receives home-based instruction under chapter 28A.200 RCW. (b) "School employee" means an employee of a common school defined in RCW 28A.150.020, or a grade kindergarten through twelve employee of a private school under chapter 28A.195 RCW, who is not enrolled as a student of the common school or private school.

**Sexual misconduct with a minor in the second degree. RCW 9A.44.096.** (1) A person is guilty of sexual misconduct with a minor in the second degree when: (a) The person has, or knowingly causes another person under the age of eighteen to have, sexual contact with another person who is at least sixteen years old but less than eighteen years old, if the perpetrator is at least sixty months older than the victim, is in a significant relationship to the victim, and abuses a supervisory position within that relationship in order to engage in or cause another person under the age of eighteen to engage in sexual contact with the victim; (b) the person is a school employee who has, or knowingly causes another person under the age of eighteen to have, sexual contact with an enrolled student of the school who is at least sixteen years old and not more than twenty-one years old, if the employee is at least sixty months older than the student; or (c) the person is a foster parent who has, or knowingly causes another person under the age of eighteen to have, sexual contact with his or her foster child who is at least sixteen. (2) Sexual misconduct with a minor in the second degree is a gross misdemeanor. (3) For the purposes of this section: (a) "Enrolled student" means any student enrolled at or attending a program hosted or sponsored by a common school as defined in RCW [28A.150.020](#), or a student enrolled at or attending a program hosted or sponsored by a private school under chapter [28A.195](#) RCW, or any person who receives home-based instruction under chapter [28A.200](#) RCW. (b) "School employee" means an employee of a common school defined in RCW [28A.150.020](#), or a grade kindergarten through twelve employee of a private school under chapter [28A.195](#) RCW, who is not enrolled as a student of the common school or private school.

**Indecent liberties. RCW 9A.44.100.** (1) A person is guilty of indecent liberties when he or she knowingly causes another person to have sexual contact with him or her or another: (a) By

forcible compulsion; (b) When the other person is incapable of consent by reason of being mentally defective, mentally incapacitated, or physically helpless; (c) When the victim is a person with a developmental disability and the perpetrator is a person who is not married to the victim and who: (i) Has supervisory authority over the victim; or (ii) Was providing transportation, within the course of his or her employment, to the victim at the time of the offense; (d) When the perpetrator is a health care provider, the victim is a client or patient, and the sexual contact occurs during a treatment session, consultation, interview, or examination. It is an affirmative defense that the defendant must prove by a preponderance of the evidence that the client or patient consented to the sexual contact with the knowledge that the sexual contact was not for the purpose of treatment; (e) When the victim is a resident of a facility for persons with a mental disorder or chemical dependency and the perpetrator is a person who is not married to the victim and has supervisory authority over the victim; or (f) When the victim is a frail elder or vulnerable adult and the perpetrator is a person who is not married to the victim and who: (i) Has a significant relationship with the victim; or (ii) Was providing transportation, within the course of his or her employment, to the victim at the time of the offense. (2)(a) Except as provided in (b) of this subsection, indecent liberties are a class B felony. (b) Indecent liberties by forcible compulsion are a class A felony.

**Stalking. RCW 9A.46.110:** 1) A person commits the crime of stalking if, without lawful authority and under circumstances not amounting to a felony attempt of another crime: (a) He or she intentionally and repeatedly harasses or repeatedly follows another person; and (b) The person being harassed or followed is placed in fear that the stalker intends to injure the person, another person, or property of the person or of another person. The feeling of fear must be one that a reasonable person in the same situation would experience under all the circumstances; and (c) The stalker either: (i) Intends to frighten, intimidate, or harass the person; or (ii) Knows or reasonably should know that the person is afraid, intimidated, or harassed even if the stalker did not intend to place the person in fear or intimidate or harass the person. 2) (a) It is not a defense to the crime of stalking under subsection (1)(c)(i) of this section that the stalker was not given actual notice that the person did not want the stalker to contact or follow the person; and (b) It is not a defense to the crime of stalking under subsection (1)(c)(ii) of this section that the stalker did not intend to frighten, intimidate, or harass the person. 3) It shall be a defense to the crime of stalking that the defendant is a licensed private investigator acting within the capacity of his or her license as provided by chapter 18.165 RCW. 4) Attempts to contact or follow the person after being given actual notice that the person does not want to be contacted or followed constitute prima facie evidence that the stalker intends to intimidate or harass the person. "Contact" includes, in addition to any other form of contact or communication, the sending of an electronic communication to the person. 5) (a) Except as provided in (b) of this subsection, a person who stalks another person is guilty of a gross misdemeanor. (b) A person who stalks another is guilty of a class B felony if any of the following applies: (i) The stalker has previously been convicted in this state or any other state of any crime of harassment, as defined in RCW 9A.46.060, of the same victim or members of the victim's family or household or any person specifically named in a protective order; (ii) the stalking violates any protective order protecting the person being stalked; (iii) the stalker has previously been convicted of a gross misdemeanor or felony stalking offense under this section for stalking another person; (iv) the stalker was armed with a deadly weapon, as defined in RCW 9.94A.825, while stalking the person; (v)(A) the stalker's victim is or was a law enforcement officer; judge; juror; attorney; victim advocate; legislator; community corrections' officer; an employee, contract staff person, or volunteer of a



correctional agency; court employee, court clerk, or courthouse facilitator; or an employee of the child protective, child welfare, or adult protective services division within the department of social and health services; and (B) the stalker stalked the victim to retaliate against the victim for an act the victim performed during the course of official duties or to influence the victim's performance of official duties; or (vi) the stalker's victim is a current, former, or prospective witness in an adjudicative proceeding, and the stalker stalked the victim to retaliate against the victim as a result of the victim's testimony or potential testimony. 6) As used in this section: (a) "Correctional agency" means a person working for the department of natural resources in a correctional setting or any state, county, or municipally operated agency with the authority to direct the release of a person serving a sentence or term of confinement and includes but is not limited to the department of corrections, the indeterminate sentence review board, and the department of social and health services. (b) "Follows" means deliberately maintaining visual or physical proximity to a specific person over a period of time. A finding that the alleged stalker repeatedly and deliberately appears at the person's home, school, place of employment, business, or any other location to maintain visual or physical proximity to the person is sufficient to find that the alleged stalker follows the person. It is not necessary to establish that the alleged stalker follows the person while in transit from one location to another. (c) "Harasses" means unlawful harassment as defined in RCW 10.14.020. (d) "Protective order" means any temporary or permanent court order prohibiting or limiting violence against, harassment of, contact or communication with, or physical proximity to another person. (e) "Repeatedly" means on two or more separate occasions.

**Mental incapacity** is that condition existing at the time of the offense which prevents a person from understanding the nature or consequences of the act of sexual intercourse whether that condition is produced by illness, defect, the influence of a substance or from some other cause.

**Physically helpless** means a person who is unconscious or for any other reason is physically unable to communicate unwillingness to an act.<sup>2</sup>

**Sexual contact** means any touching of the sexual or other intimate parts of a person done for the purpose of gratifying sexual desire of either party or a third party.<sup>3</sup>

**Sexual assault** includes any of the following:

- Any intentional and unconsented touching, or threat or attempt thereof, of: (i) an intimate bodily part of another person, such as a sexual organ, buttocks, or breast; (ii) any bodily part of another person with a sexual organ; or (iii) any part of another person's body with the intent of accomplishing a sexual act; or
- Unwanted, inappropriate disrobing of another person or purposeful exposure of one's genitals to another without the other's consent; or
- Forcing, or attempting to force, any other person to engage in sexual activity of any kind without her or his consent.

## Washington Drug Laws

**RCW 46.61.502 & RCW 46.61.504:** Prohibits operating motor vehicle while under the influence of an intoxicating liquor or any drug. Discusses penalties and Alcohol Information School.

**RCW 46.61.517 & RCW 46.20.308:** Refusal of person to take alcohol test or drug concentration.

- Refusal of person to take alcohol test or drug concentration in the person's blood or breath is admissible in a court of law.

**RCW 66.24.481** Public Place or Club • No public place may keep liquor or permit its consumption unless authorized by a state banquet permit.

**RCW 66.44.100** Opening or Consuming Liquor in Public Place • Prohibits consuming liquor in a public place.

**RCW 66.44.200** Sales to Persons Apparently Under the Influence of Liquor • Prohibits the sale of any alcohol to a person apparently under the influence of liquor.

**RCW 66.44.270** Furnishing Liquor to Minors— Possession, Use • Prohibits the sale or supply of liquor to a minor and prohibits anyone from permitting a minor to consume liquor on premises under that person's control. • Prohibits minors from possessing, consuming, or otherwise acquiring any liquor. (At the College, it is also contrary to the alcohol policy to furnish or permit alcohol to be served to persons who are intoxicated.)

**RCW 66.44.290** Minors Purchasing • Prohibits anyone under age 21 from purchasing or attempting to purchase alcohol.

**RCW 66.44.310** Misrepresenting Age • Prohibits using a false identification card or misrepresenting a person's age.

**RCW 66.44.325 & RCW 66.44.328** False Identification • Prohibits the use and manufacture of false ID cards.

**RCW 66.44.370** Resisting Arrest • Prohibits anyone from resisting arrest by a law enforcement official.

**RCW 69.41.340** Steroid Use by Student Athletes • Prohibits the use of steroids by student athletes. • Announces loss of eligibility for use.

**RCW 69.41.350** Penalties of possessing • Penalties of possessing under 200 tablets or eight 2 cc bottles of steroid without a valid prescription (gross misdemeanor) or over 200 tablets or eight 2 cc bottles of steroid without a valid prescription (Class C Felony)

**RCW 69.50.401** Prohibited Acts: A – Penalties • Prohibits the manufacture, delivery, or possession with intent to manufacture or deliver a controlled substance. Any person in violation with respect to: (i) a Schedule I or II narcotic is guilty of a crime and upon conviction may be imprisoned for up to 10 years. If the crime involved less than two kilograms of the drug, fined up to \$25,000; or if the crime involved two or more kilograms of the drug, then fined up to \$100,000 for the first two kilograms and up to \$50 for each additional gram. • The sentence may include both imprisonment and fine, (ii) any other Schedule I, II, III substance is guilty of a crime and may be imprisoned for up to five years, fined up to \$10,000 or both. Nor may anyone be in possession of a controlled substance unless it was obtained through a valid prescription from a practitioner. Any person found guilty of possession of 40 grams or less of cannabis shall be guilty of a misdemeanor.

**RCW 69.50.406** Distribution to Persons Under Age 18 • Anyone 18 years of age or over who distributes a controlled substance that is a narcotic drug to a person under 18 is punishable by the fine and/or imprisonment of up to twice that authorized by RCW 69.50.401 (a) (1)(i) RCW 69.50.408 Second or Subsequent Offenses • Second or subsequent offenses are punishable by twice the imprisonment and/or fine that is otherwise authorized.

**RCW 69.50.410** Prohibited Acts: D - Penalties • Prohibits the sale for profit of any controlled substance or counterfeit substance classified in Schedule I, RCW 69.50.204 except leaves and flowering tops of marijuana. • Any person convicted of this subsection shall receive a sentence of up to five years in prison for the first offense, or a mandatory sentence of five years in prison for a subsequent offense and no judge may suspend or defer the second sentence. • Violation of this subsection by selling heroin is punishable by a mandatory sentence of two years in prison and no judge of any court shall suspend or defer the sentence. Any person convicted on a second or subsequent sale of heroin shall receive a mandatory sentence of 10 years in prison and no judge shall suspend or defer the second sentence. • In addition to the sentences provided, any person convicted of a violation of this subsection shall be fined in an amount calculated to at least elimination and all proceeds of profits gained by such person as a result of sales of controlled substances, up to the amount of \$500,000 on each count.

**RCW 69.50.412** Prohibited Acts: E - Penalties • Prohibits the use of drug paraphernalia to plant, grow, harvest, manufacture, produce, prepare, test, store, or introduce into the human body a controlled substance. Any person who violates this section is guilty of a misdemeanor. Prohibits the delivery, possession with intent to deliver, or manufacture with intent to deliver drug paraphernalia to a person less than 18 years of age who is at least three years of age his junior is guilty of a gross misdemeanor. Any person 18 years of age or over who violates this subsection by delivering drug paraphernalia to a person less than 18 years of age who is at least three years of age his junior is guilty of a gross misdemeanor.

**RCW 69.50.420** Violations – Juvenile Driving Privileges • If a juvenile between 13 and 21 is convicted of a violation of this chapter, the court shall notify the Department of Licensing within 24 hours after the entry of the judgment.

**RCW 69.50.430** Additional Fine for Certain Felony Violations • Every person convicted of possessing, delivering, manufacturing, or selling a controlled substance shall, for a first offense, be fined \$1,000 in addition to any other fine or penalty imposed. Persons found guilty of a second or subsequent offense shall receive a mandatory \$2,000 fine. Unless the court finds the person to be indigent, this additional fine shall not be suspended or deferred by the court.

**RCW 69.52.030** Violations-Exceptions (1) It is unlawful for any person to manufacture, distribute, or possess with intent to distribute, an imitation controlled substance. Any person who violates this subsection shall, upon conviction, be guilty of a class C felony.

**Federal Drug Laws Sanctions for possession and trafficking of controlled substances under Title 21 United States Code (USC) Controlled Substances Act:**

**21 U.S.C. 844 (a)** • Any individual who knowingly possesses a controlled substance that is listed in section 841(b)(1)(A) of this title in violation of section 844 of this title in an amount that, as specified by regulation of the Attorney General, is a personal use amount shall be liable to the United States for a civil penalty in an amount not to exceed \$10,000 for each such violation.

**21 U.S.C. 853 (A) (2) and 21 U.S.C. 881 (a) (4) and 21 U.S.C. 881 (a) (7)** • Forfeiture and property used to possess a controlled substance if the offense is punishable by more than one year imprisonment Forfeiture of vehicles, boats, or aircraft used to transport or conceal a controlled substance. Civil fine of up to \$10,000.

**21 U.S.C. 853a and 18 U.S.C. 922 (g)** and prosecutions under **18 U.S.C. 922 (g)(8)** • Denial of Federal benefits, such as student loans, grants, contracts, and licenses, up to 1 year for first offense, up to 5 years for subsequent offenses. Revocation of Federal licenses and benefits, e.g., pilot licenses, public housing tenancy, etc., are within the authority of some Federal agencies. Ineligible to receive or purchase a firearm.

## **§ 701 CHAPTER 10—DRUG-FREE WORKPLACE** from 1998

Sec. 701. Drug-free workplace requirements for Federal contractors. 702. Drug-free workplace requirements for Federal grant recipients. 703. Employee sanctions and remedies. 704. Waiver. 705. Regulations. 706. Definitions. 707. Construction of chapter. § 701. Drug-free workplace requirements for Federal contractors (a) Drug-free workplace requirement (1) Requirement for persons other than individuals No person, other than an individual, shall be considered a responsible source, under the meaning of such term as defined in section 403(8) of this title, for the purposes of being awarded a contract for the procurement of any property or services of a value greater than the simplified acquisition threshold (as defined in section 403(11) of this title) by any Federal agency, other than a contract for the procurement of commercial items (as defined in section 403(12) of this title), unless such person agrees to provide a drug-free workplace by— (A) publishing a statement notifying employees that the unlawful manufacture, distribution, dispensation, possession, or use of a controlled substance is prohibited in the person's workplace and specifying the actions that will be taken against employees for violations of such prohibition; (B) establishing a drug-free awareness program to inform employees about— (i) the dangers of drug abuse in the workplace; (ii) the person's policy of maintaining a drug-free workplace; (iii) any available drug counseling, rehabilitation, and employee assistance programs; and (iv) the penalties that may be imposed upon employees for drug abuse violations; (C) making it a requirement that each employee to be engaged in the performance of such contract be given a copy of the statement required by subparagraph (A); (D) notifying the employee in the statement required by subparagraph (A), that as a condition of employment on such contract, the employee will— (i) abide by the terms of the statement; and (ii) notify the employer of any criminal drug statute conviction for a violation occurring in the workplace no later than 5 days after such conviction; (E) notifying the contracting agency within 10 days after receiving notice under subparagraph (D)(ii) from an employee or otherwise receiving actual notice of such conviction; (F) imposing a sanction on, or requiring the satisfactory participation in a drug abuse assistance or rehabilitation program by, any employee who is so convicted, as required by section 703 of this title; and (G) making a good faith effort to continue to maintain a drug-free workplace through implementation of subparagraphs (A), (B), (C), (D), (E), and (F). (2) Requirement for individuals No Federal agency shall enter into a contract with an individual unless such individual agrees that the individual will not engage in the unlawful manufacture, distribution, dispensation, possession, or use of a controlled substance in the performance of the contract. (b) Suspension, termination, or debarment of contractor (1) Grounds for suspension, termination, or debarment Each contract awarded by a Federal agency shall be subject to suspension of payments under the contract or termination of the contract, or both, and the contractor thereunder or the individual who entered the contract with the Federal agency, as applicable, shall be subject to suspension or debarment in accordance with the requirements of this section if the head of the agency determines that— (A) the contractor violates the requirements of subparagraph (A), (B), (C), (D), (E), or (F) of subsection (a)(1) of

this section; or (B) such a number of employees of such contractor have been convicted of violations of criminal drug statutes for violations occurring in the workplace as to indicate that the contractor has failed to make a good faith effort to provide a drug-free workplace as required by subsection (a) of this section. (2) Conduct of suspension, termination, and debarment proceedings (A) If a contracting officer determines, in writing, that cause for suspension of payments, termination, or suspension or debarment exists, an appropriate action shall be initiated by a contracting officer of the agency, to be conducted by the agency concerned in accordance with the Federal Acquisition Regulation and applicable agency procedures. (B) The Federal Acquisition Regulation shall be revised to include rules for conducting suspension and debarment proceedings under this subsection, including rules providing notice, opportunity to respond in writing or in person, and such other procedures as may be necessary to provide a full and fair proceeding to a contractor or individual in such proceeding. (3) Effect of debarment Upon issuance of any final decision under this subsection requiring debarment of a contractor or individual, such contractor or individual shall be ineligible for award of any contract by any Federal agency, and for participation in any future procurement by any Federal agency, for a period specified in the decision, not to exceed 5 years. (Pub. L. 100–690, title V, §5152, Nov. 18, 1988, 102 Stat. 4304; Pub. L. 103–355, title IV, §4104(d), title VIII, §8301(f), Oct. 13, 1994, 108 Stat. 3342, 3397; Pub. L. 104–106, div. D, title XLIII, §§4301(a)(3), 4321(i)(13), Feb. 10, 1996, 110 Stat. 656, 677.) § 702 TITLE 41—PUBLIC CONTRACTS Page 176 AMENDMENTS 1996—Subsec. (a)(1). Pub. L. 104–106, §4321(i)(13), substituted “(as defined in section 403(12) of this title)” for “as defined in section 403 of this title” in introductory provisions. Pub. L. 104–106, §4301(a)(3)(A), substituted “agrees to” for “has certified to the contracting agency that it will” in introductory provisions. Subsec. (a)(2). Pub. L. 104–106, §4301(a)(3)(B), substituted “individual agrees” for “contract includes a certification by the individual”. Subsec. (b)(1). Pub. L. 104–106, §4301(a)(3)(C), redesignated subpar. (B) as (A), struck out “such certification by failing to carry out” after “contractor violates”, redesignated subpar. (C) as (B), and struck out former subpar. (A) which read as follows: “the contractor or individual has made a false certification under subsection (a) of this section;”. 1994—Subsec. (a)(1). Pub. L. 103–355 substituted “greater than the simplified acquisition threshold (as defined in section 403(11) of this title) by any Federal agency, other than a contract for the procurement of commercial items as defined in section 403 of this title,” for “of \$25,000 or more from any Federal agency” in introductory provisions. EFFECTIVE DATE OF 1996 AMENDMENT For effective date and applicability of amendment by Pub. L. 104–106, see section 4401 of Pub. L. 104–106, set out as a note under section 251 of this title. EFFECTIVE DATE OF 1994 AMENDMENT For effective date and applicability of amendment by Pub. L. 103–355, see section 10001 of Pub. L. 103–355, set out as a note under section 251 of this title. EFFECTIVE DATE Section 5160 of Pub. L. 100–690 provided that: “Sections 5152 and 5153 [enacting this section and section 702 of this title] shall be effective 120 days after the date of the enactment of this subtitle [Nov. 18, 1988].” SHORT TITLE Section 5151 of Pub. L. 100–690 provided that: “This subtitle [subtitle D (§§5151–5160) of title V of Pub. L. 100–690, enacting this chapter] may be cited as the ‘Drug-Free Workplace Act of 1988’.” CONSISTENCY OF REGULATIONS WITH INTERNATIONAL OBLIGATIONS OF UNITED STATES; EXTRATERRITORIAL APPLICATION Section 4804 of Pub. L. 100–690 required that regulations promulgated by agency heads be consistent with international obligations of United States, prior to repeal by Pub. L. 103–447, title I, §103(b), Nov. 2, 1994, 108 Stat. 4693. § 702. Drug-free workplace requirements for Federal grant recipients (a) Drug-free workplace requirement (1) Persons other than individuals No person, other than an individual, shall receive a grant from any Federal agency unless such person agrees to provide

a drug-free workplace by— (A) publishing a statement notifying employees that the unlawful manufacture, distribution, dispensation, possession, or use of a controlled substance is prohibited in the grantee's workplace and specifying the actions that will be taken against employees for violations of such prohibition; (B) establishing a drug-free awareness program to inform employees about— (i) the dangers of drug abuse in the workplace; (ii) the grantee's policy of maintaining a drug-free workplace; (iii) any available drug counseling, rehabilitation, and employee assistance programs; and (iv) the penalties that may be imposed upon employees for drug abuse violations; (C) making it a requirement that each employee to be engaged in the performance of such grant be given a copy of the statement required by subparagraph (A); (D) notifying the employee in the statement required by subparagraph (A), that as a condition of employment in such grant, the employee will— (i) abide by the terms of the statement; and (ii) notify the employer of any criminal drug statute conviction for a violation occurring in the workplace no later than 5 days after such conviction; (E) notifying the granting agency within 10 days after receiving notice of a conviction under subparagraph (D)(ii) from an employee or otherwise receiving actual notice of such conviction; (F) imposing a sanction on, or requiring the satisfactory participation in a drug abuse assistance or rehabilitation program by, any employee who is so convicted, as required by section 703 of this title; and (G) making a good faith effort to continue to maintain a drug-free workplace through implementation of subparagraphs (A), (B), (C), (D), (E), and (F). (2) Individuals No Federal agency shall make a grant to any individual unless such individual agrees as a condition of such grant that the individual will not engage in the unlawful manufacture, distribution, dispensation, possession, or use of a controlled substance in conducting any activity with such grant. (b) Suspension, termination, or debarment of grantee (1) Grounds for suspension, termination, or debarment Each grant awarded by a Federal agency shall be subject to suspension of payments under the grant or termination of the grant, or both, and the grantee thereunder shall be subject to suspension or debarment, in accordance with the requirements of this section if the agency head of the granting agency or his official designee determines, in writing, that— (A) the grantee violates the requirements of subparagraph (A), (B), (C), (D), (E), (F), or (G) of subsection (a)(1) of this section; or (B) such a number of employees of such grantee have been convicted of violations of criminal drug statutes for violations occurring in the workplace as to indicate that the grantee has failed to make a good faith effort to provide a drug-free workplace as required by subsection (a)(1) of this section. (2) Conduct of suspension, termination, and debarment proceedings A suspension of payments, termination, or suspension or debarment proceeding subject to Page 177 TITLE 41—PUBLIC CONTRACTS § 706 this subsection shall be conducted in accordance with applicable law, including Executive Order 12549 or any superseding Executive order and any regulations promulgated to implement such law or Executive order. (3) Effect of debarment Upon issuance of any final decision under this subsection requiring debarment of a grantee, such grantee shall be ineligible for award of any grant from any Federal agency and for participation in any future grant from any Federal agency for a period specified in the decision, not to exceed 5 years. (Pub. L. 100–690, title V, §5153, Nov. 18, 1988, 102 Stat. 4306; Pub. L. 105–85, div. A, title VIII, §809, Nov. 18, 1997, 111 Stat. 1838.) REFERENCES IN TEXT Executive Order 12549, referred to in subsec. (b)(2), is set out as a note under section 6101 of Title 31, Money and Finance. AMENDMENTS 1997—Subsec. (a)(1). Pub. L. 105–85, §809(1)(A), substituted “agrees to” for “has certified to the granting agency that it will” in introductory provisions. Subsec. (a)(2). Pub. L. 105–85, §809(1)(B), substituted “agrees” for “certifies to the agency”. Subsec. (b)(1)(A). Pub. L. 105–85, §809(2)(C), struck out “such certification by failing to carry out” after “violates”. Pub. L. 105–85, §809(2)(A),

(B), redesignated subpar. (B) as (A) and struck out former subpar. (A) which read as follows: “the grantee has made a false certification under subsection (a) of this section;”. Subsec. (b)(1)(B), (C). Pub. L. 105–85, §809(2)(B), redesignated subpars. (B) and (C) as (A) and (B), respectively. EFFECTIVE DATE Section effective 120 days after Nov. 18, 1988, see section 5160 of Pub. L. 100–690, set out as a note under section 701 of this title. § 703. Employee sanctions and remedies A grantee or contractor shall, within 30 days after receiving notice from an employee of a conviction pursuant to section 701(a)(1)(D)(ii) or 702(a)(1)(D)(ii) of this title— (1) take appropriate personnel action against such employee up to and including termination; or (2) require such employee to satisfactorily participate in a drug abuse assistance or rehabilitation program approved for such purposes by a Federal, State, or local health, law enforcement, or other appropriate agency. (Pub. L. 100–690, title V, §5154, Nov. 18, 1988, 102 Stat. 4307.) § 704. Waiver (a) In general A termination, suspension of payments, or suspension or debarment under this chapter may be waived by the head of an agency with respect to a particular contract or grant if— (1) in the case of a waiver with respect to a contract, the head of the agency determines under section 701(b)(1) of this title, after the issuance of a final determination under such section, that suspension of payments, or termination of the contract, or suspension or debarment of the contractor, or refusal to permit a person to be treated as a responsible source for a contract, as the case may be, would severely disrupt the operation of such agency to the detriment of the Federal Government or the general public; or (2) in the case of a waiver with respect to a grant, the head of the agency determines that suspension of payments, termination of the grant, or suspension or debarment of the grantee would not be in the public interest. (b) Exclusive authority The authority of the head of an agency under this section to waive a termination, suspension, or debarment shall not be delegated. (Pub. L. 100–690, title V, §5155, Nov. 18, 1988, 102 Stat. 4307.) § 705. Regulations Not later than 90 days after November 18, 1988, the governmentwide regulations governing actions under this chapter shall be issued pursuant to the Office of Federal Procurement Policy Act (41 U.S.C. 401 et seq.). (Pub. L. 100–690, title V, §5156, Nov. 18, 1988, 102 Stat. 4308.) REFERENCES IN TEXT The Office of Federal Procurement Policy Act, referred to in text, is Pub. L. 93–400, Aug. 30, 1974, 88 Stat. 796, as amended, which is classified principally to chapter 7 (§401 et seq.) of this title. For complete classification of this Act to the Code, see Short Title note set out under section 401 of this title and Tables. § 706. Definitions For purposes of this chapter— (1) the term “drug-free workplace” means a site for the performance of work done in connection with a specific grant or contract described in section 701 or 702 of this title of an entity at which employees of such entity are prohibited from engaging in the unlawful manufacture, distribution, dispensation, possession, or use of a controlled substance in accordance with the requirements of this Act; (2) the term “employee” means the employee of a grantee or contractor directly engaged in the performance of work pursuant to the provisions of the grant or contract described in section 701 or 702 of this title; (3) the term “controlled substance” means a controlled substance in schedules I through V of section 812 of title 21; (4) the term “conviction” means a finding of guilt (including a plea of nolo contendere) or imposition of sentence, or both, by any judicial body charged with the responsibility to determine violations of the Federal or State criminal drug statutes; (5) the term “criminal drug statute” means a criminal statute involving manufacture, distribution, dispensation, use, or possession of any controlled substance; (6) the term “grantee” means the department, division, or other unit of a person responsible for the performance under the grant; (7) the term “contractor” means the department, division, or other unit of a person responsible for the performance under the contract; and (8) the term “Federal agency” means



an agency as that term is defined in section 552(f) of title 5. (Pub. L. 100–690, title V, §5157, Nov. 18, 1988, 102 Stat. 4308.) REFERENCES IN TEXT This Act, referred to in par. (1), is Pub. L. 100–690, Nov. 18, 1988, 102 Stat. 4181, known as the Anti-Drug Abuse Act of 1988. For complete classification of this Act to the Code, see Short Title note set out under former section 1501 of Title 21, Food and Drugs, and Tables. § 707. Construction of chapter Nothing in this chapter shall be construed to require law enforcement agencies, if the head of the agency determines it would be inappropriate in connection with the agency's undercover operations, to comply with the provisions of this chapter. (Pub. L. 100–690, title V, §5158, Nov. 18, 1988, 102 Stat. 4308.)

# Acronyms and Definitions

<b>C.A.R.E.</b>	Concern, Assess, Respond, Evaluate
<b>Clery Act</b>	Jeanne Clery Disclosure of Campus Security Policy and Campus Crime Statistics Clery Geography On-campus, on-campus student housing, public property and non-campus
<b>CSA</b>	Campus Security Authority
<b>DFSCA</b>	Drug Free Schools and Communities Act
<b>DVSAS</b>	Domestic Violence & Sexual Assault Services
<b>DCL</b>	Daily Crime Log
<b>HR</b>	Human Resources
<b>NIMS/ICS</b>	National Incident Management System/Incident Command System
<b>PC ALERT</b>	Peninsula College alerts regarding campus safety
<b>OEI</b>	Office of Equity & Inclusion
<b>PC</b>	Peninsula College
<b>THIRA</b>	Threat Hazard Identification and Risk Assessment
<b>Title IX</b>	Title IX is the most commonly used name for the federal civil rights law in the United States that was enacted as part (Title IX) of the Education Amendments of 1972. It prohibits sex-based discrimination in any school or any other education program that receives funding from the federal government. This is Public Law No. 92-318, 86 Stat. 235 (June 23, 1972), codified at 20 U.S.C. §§ 1681–1688.
<b>TW</b>	Timely Warning Notification: Required by the Clery Act if a Clery crime occurs on property owned or controlled by the institution and presents a threat to the community.
<b>ENS</b>	Emergency Notification System An emergency notification system ( <b>ENS</b> ) is a communication platform used to quickly notify users in critical situations. An ENS lets us simultaneously deliver messages via multiple channels such as text, voice, and email.
<b>UCR</b>	The Uniform Crime Reporting (UCR) Program generates reliable statistics for use in law enforcement. It also provides information for students of criminal justice, researchers, the media, and the public. The program has been providing crime statistics since 1930.
<b>USDOE</b>	United States Department of Education.
<b>VAWA</b>	Violence Against Women Act (2013, 2022)