

Campus Security
Annual Report
September 24 through December 31
2012

Wilsonville

Oregon Institute of Technology
Campus Safety Department

Emergency: 911
Office: 541-885-1111

Partners for a Safe Campus

Annual Security Report

Preparation and Disclosure of Annual Crime Statistics

Oregon Tech Campus Safety with assistance from Risk Management generates this report annually to comply with the Jeanne Clery Disclosure of Campus Security and Crime Statistics. The report is also prepared with cooperation from the Clackamas County Sheriff's Office. The Clackamas County Sheriff's Office for on/off-campus and adjacent-to-campus reported crimes. The statistics provided are a culmination of crime reporting by the Clackamas County Sheriff's Office as they are the only law enforcement agency within the city of Wilsonville, Oregon.. Campus crime, arrest and referral statistics include those reported to the Campus Safety department, the Dean of Students along with other designated campus officials.

Each year, an e-mail notification is made to all enrolled faculty, staff members and students that provide the web site to access this ASR report. Paper copies of the report may also be obtained by calling 503.821.1291 and requesting a copy of this report. All prospective employees may obtain a copy of this report from Human Resources in the Snell Hall Administrative building (in Klamath Falls) and room 109 or by calling 541.885.1074.

Campus Environment

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

Oregon Tech Wilsonville opened its doors to students for fall term in 2012 which began in earnest on [September 24, 2012](#). Oregon Tech consolidated 4 Portland metro area sites to one site at Wilsonville, Oregon. This allowed Oregon Tech to double the number of students it serves in the Portland metro area.

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

The Oregon Tech degree programs offered at the Wilsonville Campus are included under the institutional accreditation by the Northwest Commission on Colleges and Universities, the same agency that accredits all Oregon University System (OUS) institutions. Additionally, ABET accredits our engineering (ABET-EAC) and engineering technology (ABET-TAC) programs. Engineering and engineering technology programs offered at Oregon Tech Wilsonville list their respective ABET accreditation status on their website and catalog page.

Oregon Tech Wilsonville offers [twelve](#) Bachelor of Science degree programs, [one](#) Bachelor of Applied Science, [one](#) Associate of Applied Science, and [two](#) Master of Science programs.

Campus Crime Awareness and Campus Security Act

This brochure and annual report summary is provided in compliance with the federal Campus Crime Awareness and Campus Security Act of 1990 (Title II, Public Law 101-542, Nov. 1990) and the Higher Education Opportunity Act of 2008. Information is reviewed and updated on an annual basis. A complete listing by category can be obtained on the Oregon Tech Campus Safety web page. If you have information for inclusion, or questions, comments or remarks, contact Campus Safety or the Vice President, Finance and Administration.

Campus Safety Is a Shared Responsibility

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

If you see or suspect a crime in progress within the campus boundaries or adjacent properties, report it immediately to the Clackamas County 911 Emergency Services at [911](#). Everyone needs to be an active member of our campus community to report crimes and point out safety concerns to the appropriate departments or agencies. It is our collective responsibility in helping to keep our campus crime-free. Whether a victim or bystander, everyone can play an important role in keeping our community safer.

Campus Environment

Oregon Institute of Technology, a member of the Oregon University System, serves students from all over the world. It is the only accredited public technological university in the Northwest. The Wilsonville campus is located in Wilsonville, Oregon, a suburb of the city of Portland. Oregon Tech maintains an "open campus" with no physical barriers between the university and the community.

Campus Safety Programs and Trainings:

Annually, the Campus Safety department teams with other departments or members of the community to provide trainings to faculty, staff and students. Below are the trainings and times of the year that they are made available to the campus community:

- New student orientation table occupied by the Campus Safety training officer. Subject matter includes but is not limited to including Campus Safety services, personal safety, how to report a crime/accident/incident, dangers of drug and alcohol use, self-defense
- Office Safety and personal defense training is provided by Campus Safety. It is directed at those staff members that have to deal with upset and irate customers. There are lessons in de-escalating situations and how to stay safe or minimize an attacker's weapon options if matters escalate.
- The Dean of Students along with Student Health personnel provides information about personal safety and responsibility along with information about reporting crimes.

General Safety

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

There is no easy way to stop campus crime. However, to reduce risks, Oregon Tech has initiated the steps described in this brochure. Oregon Tech's Campus Safety program, directed by the Vice President for Finance and Administration through the Campus Safety Director, is a proactive approach incorporating visibility, education, prevention and immediate response to campus incidents.

Service

Campus Safety provides coordination with local law enforcement and crime prevention services. Crimes can also be reported to the Office Manager, Director of Operations, Associate Vice President-Strategic Partnerships, the Vice President for Student Affairs and the Vice President for Finance and Administration.

Campus Safety and Clackamas County Sheriff's Office

Oregon Tech and the Clackamas County Sheriff's Office (CCSO) have a history of coordination and cooperation in responding to crime on campus and areas adjacent to campus.

Any major crime incidents on campus will be handled by the Clackamas County Sheriff's Office. As a general operating procedure, CCSO will conduct all investigations and make arrests as the responsible law enforcement jurisdiction.

Crime Prevention and Education

Campus Safety, staff, faculty and students work together on personal safety and preparedness to assist others in time of need. This strategy works! Each individual is responsible for taking basic precautions such as walking in pairs at night, locking office and car doors, and securing personal valuables when unattended. Campus Safety is always available to meet with individuals, groups and clubs to discuss safety, crime prevention methods and related issues.

Campus Safety actively supports crime prevention through a number of activities. Campus Safety Department employees provide educational talks, workshops and information exchanges throughout the academic year.

Campus Safety provides the following crime prevention services:

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

When campus crimes occur, Campus Safety will notify the campus community to educate and inform members as a crime deterrent. If you have information or questions, contact Campus Safety at 541.885.1111.

Reporting a Crime

In the event of a crime or emergency, contact 911. This number will reach the Clackamas County 911 Dispatch Center.

Crimes can also be reported to the following persons or offices:

Student Health @ 503.821.1250

Director of Operations @ 503.821.1291

Vice President for Student Affairs @ 541.885.1013

Executive Assistant to the Associate Provost @ 503.821.1291

Campus Safety Office @ 541.885.1111

Building Access and Safety

The campus is open Monday through Friday, 7:00 a.m. to 10:00 p.m. and Saturdays from 7:00 a.m. to 6:00p.m. Access to the building is limited during evenings and weekends. The building is locked after evening activities are completed.

Unauthorized entry to, or use of, the college facilities, including the building and grounds, is prohibited. Building access for special use, or use during non-business hours, requires prior approval. If you are working alone or will be in the building after normal work hours or on weekends, notify Wilsonville staff of your entry time and location. This is for your safety.

Security of Campus Grounds

The university is committed to campus safety and security. Currently, Oregon Tech Wilsonville has contracted security services on campus. Parking lots, pedestrian walkways, high-traffic areas, buildings, exterior lighting and grounds are checked during patrols. Doors are secured each evening. Shrubs, trees and vegetation are trimmed regularly by maintenance staff. Members of the campus community are encouraged to report all hazards, exterior lighting deficiencies or grounds problems to maintenance at 503.821.1262.

Keys

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

Fire Safety

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

Alcohol and Drug Policy

OIT participates in the "Drug Free Schools and Community Act" (Public Law 101-226, Sec. 22) and is committed to providing an environment that maximizes the potential for a drug- and alcohol-free lifestyle. Possession, consumption or furnishing alcoholic beverages on campus is prohibited, except on special sanctioned occasions.

The use, possession, sale, giving or exchanging of controlled substances or illegal drugs is prohibited on campus by state law and university policy. Persons violating these prohibitions are subject to discipline and corrective intervention by the university, including suspension, expulsion and filing of criminal charges.

Health risks associated with misuse and abuse of mind-altering drugs, controlled substances and alcohol include, but are not limited to: diminished immunity; physical and psychological dependence; brain, pancreas, kidney and lung damage; high blood pressure; heart attack; strokes; ulcers; birth defects; and death.

The Student Health Center provides assessment and referral service to students and serves as an alcohol and drug abuse information and educational resource.

Firearms, Munitions and Explosives

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

Sexual Assault

Oregon Tech will not tolerate crimes of a sexual nature in any form, including sexual assault, rape and acquaintance rape. Where there is probable cause to believe that campus regulations prohibiting sexual misconduct have been violated, the university will pursue strong disciplinary action through its own channels. This discipline includes the possibility of suspension or expulsion from the university under the Student Conduct Code. A student charged with sexual misconduct may also be prosecuted under Oregon criminal statutes. If the criminal justice authorities choose not to prosecute, the university may still choose to pursue disciplinary actions.

During the review of the complaint, the complaining party has the right not to have his/her sexual history discussed and to have a right to have a person of his/her choosing present at the proceedings. Complaints will be handled in accordance with OAR Chapter 578, Division 33. Complainants are assured the maximum possible anonymity. Retaliation against a complainant is prohibited by federal and state law.

Disciplinary procedures are detailed in the Oregon Tech Student Conduct Code. In cases of an alleged sexual offense, the accused and the accuser are entitled to have others present during disciplinary proceedings. The accused and the accuser will be informed of the outcome of any disciplinary action alleging a sex offense. The "outcome" of a disciplinary action means only the final determination with respect to the alleged sex offense and any sanction that is imposed against the accused.

Stranger rape, acquaintance rape and other sexual assaults are crimes against persons and the state. Victims of these crimes are encouraged to report the incident to police authorities and to seek medical attention. These steps protect the right of future prosecution and provide medical evidence if the case is prosecuted. The risk of sexually transmitted diseases and pregnancy are also concerns to which health professionals can respond.

In addition to, or instead of, reporting to the police, the victim has the right to report incidents of rape or sexual assault to university authorities. This report may be made to Campus Safety, the Office Manager, the Director of Operations, the Vice President for Student Affairs or the Vice President for Finance and Administration. A variety of services are available to meet the needs of students who have been involved with an incident of rape or sexual assault. Oregon Tech is committed to supporting the victim to minimize consequences of the assault. Campus officials will modify the victim's academic and living situations, if changes are requested by the victim and are reasonably available. Additionally, Oregon Tech staff members will assist the victim in notifying appropriate authorities, at the victim's request.

Another reporting option for crimes of sexual and dating violence can be anonymously reported by completing an Anonymous Report Form for sexual or relationship violence. It is available through the Office of Student Affairs. It is not necessary for the survivor of the sexual crime in order to fill out the form. Once the form is filled out, it can be placed in an envelope and mailed or delivered to either the Office of Student Affairs or the Integrated Student Health Center. The form includes addresses for both locations. If the survivor wishes for the crime to be recorded in university statistics, a section on the report form needs to be completed. All details are on the anonymous reporting form. ***Filling out the available form does not constitute a police report nor a student conduct report. Please read the entire Sexual Assault portion of this annual report for more information on reporting a sexual crime to authorities.***

Oregon Tech Wilsonville students taking more than 4 credits may choose to pay the Student Health Fee for Portland State University. Payment of this fee allows students access to PSU's Center for Student Health and Counseling. A variety of health, counseling (including crisis counseling) and dental services are available through the Center. The **Clackamas County Crisis Center** is also available for advocacy and consultation. The 24-hour hotline is 503.655.8401.

Campus Sex Crimes Prevention Act

The federal *Campus Sex Crimes Prevention Act of 2000* (CSCPA), which became law Oct. 28, 2000, but which delayed certain provisions until Oct. 28, 2002, amends the *Jacob Wetterling Crimes Against Children and Sexually Violent Offender Registration Act*. CSCPA provides special requirements relating to registration and community notification for sex offenders who are enrolled in or work at institutions of higher education. In addition to the Wetterling Act, CSCPA also amended the Clery Act, an annual crime reporting law, and the Family Educational Rights and Privacy Act of 1974 (FERPA), to allow the disclosure of this information regarding students.

As provided in the Wetterling Act, any person required to register under a state sex offender program must notify the state regarding each institution of higher education in that state at which the person is employed, carries on a vocation, or is a student. They also must alert the state of any change in enrollment or employment status.

Under current state law, computerized sex offender information can be obtained through local law enforcement agencies and the Oregon State Police through their sex offender registration information line at (503) 378-3720, ext. 4429. This computerized database can access sex offender information by name, address, zip code or county. The website for the Oregon State Police sex offenders' registration list inquiries can also be found at: <http://sexoffenders.oregon.gov/>

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

Sexual Harassment

All forms of sexual harassment are a violation of federal law (Title VII and Title IX) and OAR 578-033-0220. OIT strives to provide a respectful environment for all of its citizens. Sexual harassment of students, faculty or staff by any member of the university community is prohibited and will not be tolerated. Abuse of positions of economic, supervisory or academic power is oppressive and will be regarded as sexual harassment. Sex discrimination, a form of sexual harassment, also is a violation of law and administrative rule.

If you believe you are being harassed, please contact the Oregon Tech Affirmative Action Officer at 541.885.1108. Complaints are assured maximum possible anonymity. Complaints are handled in accordance with OIT Policy 21-325; retaliation also is prohibited.

Health Professional Reporting of Crimes and Annual Crime Statistics

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

Standards of Conduct

Disciplinary sanctions as serious as suspension or expulsion from the university may be imposed against any students found guilty of committing, attempting to commit or intentionally assisting in any of the offenses listed in the *Student Handbook*. These offenses include but are not limited to selling or distributing illicit drugs, actions that result in serious injury or death of another person(s), rape, acquaintance rape, or other forcible or non-forcible sex offenses.

Timely Warnings

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

The timely warning will originate from the Campus Safety department. The timely warning can also originate from office of the Vice President of Finance and Administration or the office of the Vice President of Student Affairs in cooperation with the Campus Safety department. The timely warning will be released through Oregon Tech student and employee e-mail addresses along with campus-wide notifications through Human Resources and Publications offices on campus. Timely warnings can also be found on Oregon Tech's daily information page on Oregon Tech's web site known as Tech News Daily. Updates to the Timely Warning will also be found on all of the same locations mentioned under this heading when new or updated information is confirmed and released.

Emergency Notification

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

OIT-Alert

The Oregon Institute of Technology Risk Management, Information Technology Services and Campus Safety departments working in conjunction with selected administrative personnel have implemented the OIT-Alert system to alert the on-campus and off-campus community to an emergency situation.

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

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

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

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

How OIT-Alert Works

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

In the event that Oregon Tech receives a confirmed significant emergency or dangerous situation involving an immediate threat at or near an Oregon Tech campus, an Oregon Tech official that is recognized as an emergency information provider will confirm the given emergency through other emergency channels on or off campus. These “other channels” may include but not be limited to Oregon Tech’s Chief Information Officer, Risk Management Director, Campus Safety Director, Vice President, Public Information Representative or from legitimate off-campus emergency response and/or law enforcement agencies. Once the emergency is confirmed and the scope of the emergency is determined (campus-wide, section of campus one building etc.), the emergency information officer will enter the alert on Oregon Tech’s alert network server of choice, Blackboard Connect. Blackboard Connect will automatically send the alert message to various relay points of delivery to be dispersed to those persons that have signed up and/or updated their emergency information on the OIT-Alert system. The alert is then delivered to landlines, cellular phones and through e-mail accounts.

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

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

How OIT-Alert will be used

Situations for which OIT-Alert will be used but not limited to:

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

Types of messages to be sent by OIT-Alert:

Depending on the device of choice, a sample message will appear similar to this: *“OIT-Alert - Fire in Owens Hall. If you are in Owens Hall, evacuate immediately. If you are not in Owens Hall, avoid the area.*

Visit www.oit.edu and check e-mails for details.”

Confirmation that the emergency notification message is from OIT-Alert

In order to know that a message has been sent from OIT-Alert by the message sender, look for the following addresses with the given preferred electronic device:

- Text message SMS ID#: 23177
- Phone: 541-885-0648 (885-0-OIT) message only for referring to Web
- E-mail: oit-alert@oit.edu

OIT-Alert was established and initially tested on November 17, 2009. More tests of this emergency notification system will be coordinated to occur at least two times through each subsequent academic year.

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

For more detailed and updated OIT-Alert information, please visit <http://www.oit.edu/oit-alert>.

Campus Safety Activity Report

Criminal Offense	2012*
Negligent manslaughter	0
Forcible sex offenses (including rape)	0
Non-forcible sex offenses	0
Aggravated assault	0
Assault	0
Arson	0
Robbery	0
Burglary	0
Motor vehicle theft	0
Criminal mischief*	0
Criminal trespass*	0
Disorderly conduct*	1
Theft*	0

Hate Crimes #

Murder/non-negligent manslaughter	0
Negligent manslaughter	0
Forcible sex offenses (including rape)	0
Non-forcible sex offenses (including statutory rape/incest)	0
Aggravated assault	0
Simple assault	0
Arson	0
Theft	0
Intimidation	0
Destruction, damage or vandalism of property	0

Disciplinary Actions or Arrests

Liquor law violations	0
Drug violations	0
Weapons possession	0

* The Wilsonville campus was opened for fall term of 2012. Hence, the actual reporting period for the Annual Security Report was September 24 - December 31, 2012.

Note: The annual statistics for the Wilsonville campus for purposes of Clery reporting were not added to the federal database for the 2012 calendar year. This is because the Wilsonville campus had not completed a full year of operation for this time period. For more information, refer to the Department of Education's Handbook for Campus Safety and Security Reporting page 158.

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

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