



ANNUAL SECURITY & FIRE SAFETY REPORT 2019



University of Idaho

Office of Public Safety
and Security

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Table of Contents

ANNUAL SECURITY AND FIRE SAFETY REPORT	3
The Clery Act.....	3
Annual Security Report	3
Campus Crime Log.....	3
University Security and Compliance Committee	4
Reporting Crimes and Other Emergencies	4
Accurate and Prompt Reporting	4
Important Phone Numbers	6
Campus Law Enforcement	7
Registered Sex Offenders	7
Security and Access.....	8
Timely Warnings and Emergency Notifications	9
Emergency and Evacuation Procedures	10
University of Idaho Emergency Response Framework	11
Missing Students Policy APM 95.34	12
Sexual Assault, Domestic Violence, Dating Violence, & Stalking	12
Resources.....	15
Sexual Assault, Stalking and Substance Abuse Policies	16
Student Code of Conduct FSH 2300	17
Disciplinary Process FSH 2400	25
Prevention and Awareness Programs	41
Training for Faculty and Staff.....	43
Clery Act Statistics	48
Moscow Campus.....	48
Crime Statistics – Moscow	48
Boise Campus	52
Boise Center Law Enforcement	52
Crime Statistics – Boise.....	56
Coeur d’Alene Campus	58
Crime Statistics – Coeur d’Alene	61
Idaho Falls Campus.....	62

Crime Statistics – Idaho Falls.....	68
McCall Field Campus	70
Crime Statistics – McCall Field Campus.....	74
Fire Safety Report	77
Fire Safety – Policies and Procedures.....	77
Fire Safety – Systems and Equipment.....	81
Fire Safety – Statistics.....	84
Fire Statistics – On Campus Fraternity and Sororities	87
Fire Safety McCall Field Campus – Policies and Procedures	88
Fire Safety – Systems and Equipment.....	89
Fire Safety – Statistics.....	90

ANNUAL SECURITY AND FIRE SAFETY REPORT

THE CLERY ACT

In 1990, Congress enacted the Crime Awareness and Campus Security Act. This act requires all public or private postsecondary institutions participating in Title IV student financial aid programs to disclose campus crime statistics and security information. The act was amended in 1992, 1998, 2000, 2008 and 2013. The act was renamed the Jeanne Clery Disclosure of Campus Security Policy and Campus Crime Statistics Act (shortened to the Clery Act) in 1998. The Campus Sexual Violence Elimination Act, or Campus SaVE Act, became law in March 2013. The Clery Act requires higher education institutions to develop, implement, and disclose campus security and fire safety policies; alert the campus community through “timely warnings” of a serious or continuing threat to safety; develop and maintain a daily crime and fire log; develop and distribute an annual report that discloses the security and fire policies and three years of crime and fire statistics; and report the statistics to the US Department of Education annually.

ANNUAL SECURITY REPORT

This report is part of the University of Idaho’s commitment to the safety and security of our campus community and complies with the U.S. Department of Education’s Jeanne Clery Disclosure of Campus Security Policy and Campus Crime Statistics Act. In Compliance with relevant provisions of federal law, the University of Idaho is required to make policy and programmatic information available to the campus community, as well as to prospective students and employees. The University of Idaho’s policy is to publish the annual Security Report in compliance with federal law. The report is prepared by the University of Idaho’s Office of Public Safety & Security in collaboration with various other University stakeholders.

Clery Incident Report

This form is designed for Campus Security Authorities (CSAs). The CSA reporting tool also has required fields so that the Office of Public Safety & Security, Dean of Students Office, Title IX Coordinator, Moscow Police Department and/or other applicable parties may obtain further information in order to properly report, investigate, and provide the necessary services if needed.

CAMPUS CRIME LOG

The Office of Civil Rights & Investigations at the University of Idaho receives a daily report from the Moscow Police Department that provides the date and time, case number, nature, and address of the incident. This data is used to create a daily crime log that is kept on file, without inclusion of personally identifying information about the victim(s). Any other submissions made by the campus community are also reported through the Office of Public Safety & Security.

Collection of Statistics

The collection of data includes: the Moscow Police Department, Campus Security, Moscow Volunteer Fire Department, and a variety of Campus Security Authorities, including but not limited to, Athletics, Dean of Students Office, Security Services, the Office of Civil Rights and Investigations, International Programs, University Housing, Advisors, and Military Programs.

Requests for crime statistics are submitted to other law enforcement agencies around the state that have jurisdiction over other University of Idaho locations.

Preparation and Distribution

Policies for preparing the annual disclosure of campus crime statistics: The University coordinates the collection and reporting of crime statistics as specified by federal law. The information is compiled into a report. Each year, enrolled students, faculty, and staff are notified via email of the website where this report can be accessed and reviewed.

Prospective employees may access the report by following the link provided on the Human Resources website or while browsing openings through the "Jobs" web page.

Prospective students may access the report by scrolling to the bottom of Admissions' home page.

Printed copies are available upon request by contacting: The Office of Public Safety & Security, 875 Perimeter Drive, MS 2285, Moscow, ID 83844.

UNIVERSITY SECURITY AND COMPLIANCE COMMITTEE

FSH 1640.95

The University Security and Compliance Committee (USCC) is charged with ensuring the University's compliance with the Jeanne Clery Disclosure of Campus Security Policy and Campus Crime Statistic Act (Clery Act), and planning and facilitating activities that support a safe and secure living, learning and working experience. USCC will focus on accurate disclosure (reporting of Clery crime statistics) and implementation of best practices regarding safety policies and procedures. The USCC will conduct an annual review of all reportable crimes prior to submitting crimes statistics to the U.S. Department of Education. The committee will also perform a thorough review of the Annual Security and Fire Safety Report (ASFR) prior to its publication.

REPORTING CRIMES AND OTHER EMERGENCIES

ACCURATE AND PROMPT REPORTING

95.15 – Campus Law Enforcement and Crime Reporting

All students, faculty, staff and visitors are encouraged to promptly and accurately report criminal incidents, accidents, emergencies and non-emergencies. If there is an emergency on campus, call 911. For non-emergencies and other reports, call Campus Security at 208-885-7054 on the 24/7 line, or the Office of Public

Safety & Security, 208-885-2254 during business hours.

Two online forms are available from the EMSS website under "Jeanne Clery Act". Submitted forms are reviewed during regular business hours.

Voluntary Confidential Reporting

The Silent Witness form is a method of confidential reporting. Students, faculty, staff, or visitors may access this web reporting tool to report crimes or other incidents. The form is submitted electronically to EMSS. There is an option to provide contact information if the person reporting wishes to do so.

There are completely confidential resources available on and off-campus. The Counseling and Testing Center (CTC) is completely confidential, as is the Student Health Center. Alternatives to Violence of the Palouse (ATVP) is an off-campus confidential resource that can provide the advocacy, support, and additional resources.

The Women's Center is semi-confidential resource. They must report numbers of crime statistics for Clery reporting purposes, but no identifying information is recorded (names, locations, dates, details, etc.). The Women's center can clearly explain all the available options for reporting without pressure, judgment or expectation.

There is also a confidential 24 hour-hotline. If anyone sees or suspects unethical or illegal behavior they may report their concerns anonymously by calling The Network at 1-800-775-1056

Pastoral and Professional Counseling

The University Counseling and Testing Center provides a supportive and confidential environment for students to explore their concerns and learn new skills to deal more effectively with problems that may be interfering with their personal well-being and academic goals. Crisis appointments are also available during normal operating hours, and for after-hours crisis intervention, students may call CTC at 208-885-6716. Professional counselors at the University are encouraged, if and when they deem appropriate, to inform those they counsel of the procedures for reporting crimes voluntarily for inclusion in the annual security and fire safety report.

Monitoring and Reporting of Criminal Activity

The Office Emergency Management & Security Services receives alerts from Whitcom dispatch on a continuous basis including the time, case number, nature and location of each incident. EMSS and MPD collaborate to determine if according to Clery geography, the crimes in the City involve any University student organizations. All other student groups are encouraged to follow instructions provided by the Office of Public Safety & Security and if criminal activity occurs contact the police or sheriff department in the local jurisdiction and submit an incident/accident report to the University.

Important Phone Numbers

Moscow Campus

EMERGENCY HELP	911
CHEMICAL SPILLS	
FIRE/AMBULANCE	

Moscow Police (Non-Emergency)	208-882-COPS (2677)
24 Hour Crisis Hotline	208-885-6716
Campus Security (24/7)	208-885-7054
Domestic Violence 24 Hour Hotline	208-883-4357
Facilities (Office Hours)	208-885-6246
Facilities (After Hours)	208-885-7054
Campus Security (24/7) alternative number	208-885-7550

If you SEE something, SAY something.

System-Wide Assistance

University of Idaho Emergency Updates (Active in Emergencies)	208-885-1010
Environmental Health & Safety Hazardous Materials/Lab Safety/Building Safety/Occupational Safety	208-885-6524
Office of Public Safety & Security	208-885-2254
Office of Civil Rights & Investigations	208-885-4285
Office of Equity and Diversity The University of Idaho's non-discrimination policies, including bias or sexual harassment prevention and response.	208-885-2468
Ombuds Office Confidential, impartial and informal conflict resolution assistance	208-885-7668
Violence Prevention Programs	208-885-6757
Counseling and Testing Center Free and confidential counseling services for students	208-885-6716
Dean of Students/Student Affairs	208-885-6757
Human Resources	208-885-3638
Confidential Hotline – Unethical, illegal or unsafe conduct in workplace	800-775-1056
Behavior of Concern If you see something, say something! If you notice behavior of concern in students, staff, faculty or visitors, please seek advice from Public Safety & Security and/or Campus Security.	208-885-2254
*Important phone numbers for Boise – see page 53; Coeur d'Alene – see page 57 Idaho Falls – see page 61; McCall Outdoor Science Center – see page 66.	

CAMPUS LAW ENFORCEMENT

Campus Law Enforcement and Crime Reporting

Moscow Police Department

Police services are provided by Moscow Police Department (MPD) under a contract between the Regents of the University of Idaho and the City of Moscow. Moscow Police Department has full police authority to investigate, apprehend and arrest to enforce applicable laws and ordinances on the campus. Moscow Police Department has jurisdiction over streets, alleys and other public areas. Fraternities and sororities are located in the City of Moscow and receive police services from the Moscow Police Department. Moscow Police Department interacts with federal, state and local law enforcement agencies. There is a Moscow Police Department Sub-Station on the Moscow campus, located in the Idaho Commons at 875 S. Line Street.

Campus Security

The University of Idaho Campus Security services are managed through the Office of Public Safety & Security. The mission of the University Campus Security is to create a safe, secure campus, to provide a safe educational environment through a community approach to security, the promotion of personal safety, and awareness and the deterrence of crime. They strive to preserve this safe and healthy environment through quality training, effective leadership, and collaboration with the Moscow Police Department. While the security personnel do not have the arrest authority of a police officer, the non-sworn, unarmed Campus Security team's core duty is to make the University safe by:

- Performing regular visible patrols of the facilities to watch for potential safety hazards and crimes;
- Checking to ensure buildings are locked and secured;
- Documenting detected problems;
- Escalating issues to the university staff that has responsibility for the area/facility or to the Moscow Police Department as directed; and
- Providing safe walk services by accompanying students, faculty, and/or staff across campus to make sure they can safely traverse the campus without fear of personal harm.

Interagency Planning, Training and Exercises

In addition to planning, training and exercising with the Moscow Police Department, and the Moscow Volunteer Fire Department, the UI Office of Public Safety & Security has representation on the Latah County Local Emergency Planning Committee (LEPC) and the North Central Healthcare Coalition. In addition they participate in the LEPC workshops and in Idaho Bureau of Homeland Security exercises.

REGISTERED SEX OFFENDERS

In Compliance with the Clery Act of 1998, the University of Idaho is required to provide the campus community with access to the Idaho's public Sex Offender Registry. That national Sex Offender Registry is maintained by the U.S. Department of Justice. A link to the Idaho State Police Sex Offender Registry (SOR) may be accessed from the Jeanne Clery Act Page within the EMSS website. The Idaho SOR searches may be

conducted by registrant's last name, city, county, zip code or map. In addition, the National Sex Offender Registry may be accessed via the Idaho State Police webpage.

SECURITY AND ACCESS

Access Control Policy – APM 40.28

It is the policy of the University of Idaho that after normal working hours all facilities shall be locked and secured in order to maintain the safety of both the facilities and their contents including any faculty, staff and/or students. Building card access systems provide an alternative method of controlling access to a building or area, allow for accountability in building access, and facilitate key management due to the reduced number of keys needed. Keys and cards are issued for entry to University facilities for the purpose of conducting University business only. The most effective security happens when all University employees and students share in the responsibility of ensuring the safety and integrity of all campus facilities.

Contractors working on University projects are required to meet with the Facilities AES department to obtain authorization for access. They are then issued the appropriate keys and card access on a temporary basis to the required areas for their work. Contractors are responsible for the security of the key/access, their proper use, and the spaces they unlock. Access and keys are issued for official authorized University of Idaho business use only, and are the property of the University of Idaho. Keys are to be returned to Facilities when the project requiring the keys/access ends or upon request. Project retention will not be released until all keys are returned. Some funding is typically retained from contractors, attempting to ensure all punch list and manuals, etc. are completed before final payout of contract. Misuse and/or loss of the keys/access issued could result in severe disciplinary action up to and including termination, prosecution and/or restitution to re-key all affected areas.

Residential Housing Access

Access to residential buildings is operated by University Housing and is restricted to residents, their guests, and applicable staff. The Residence Hall Handbook, and Apartment Procedures and Policies Handbook contain information on access to dormitories and on campus apartments. Access can be gained by card and/or key. Students will be issued a room key or room/suite access on their Vandal Card when they check in to the residence halls as well as Vandal Card access to the exterior building doors.

Residence Hall students must use their Vandal Card to enter a residence hall and their card access is restricted to their specific residence hall building and community areas.

University Housing requires that students living in the residence halls escort guests in and out of the buildings at all times. Students may not have a guest stay more than three (3) consecutive nights during the semester, or seven (7) nights per semester. Residents are not allowed to give card access to their guest.

At no time is a student allowed to loan or give a key or student ID card to another person or use a key or student ID to admit an unescorted person or non-resident.

Any resident who is locked out of his or her room or building may go to the Living Learning Community (LLC) 24-hour Desk and check out a spare key or temporary access card. Lock out keys not returned within 24 hours may result in room locks being changed and the student being charged for parts and labor.

Moscow Police Department officers are members of the university community and are regularly in the residence halls for community-oriented policing, educational programming and to address community concerns as they arise.

University Housing works with Campus Security to provide hall walk-throughs, safety check and a 24-hour campus "Safe Walk" program.

TIMELY WARNINGS AND EMERGENCY NOTIFICATIONS

Vandal Alert APM 95.24

Vandal Alert is an institution-wide, multi-modal (email, voice, text message) emergency notification system. All University employees and students are enrolled automatically through employee/student database modules. Contact data/membership in Vandal Alert is updated daily through an automated process to ensure accurate membership. Students and employees are encouraged to update their Vandal Alert contact information through the Vandal Web application. Members of the greater Moscow community may also be enrolled in Vandal Alert. The Office of Public Safety & Security has overall management responsibility for Vandal Alert.

Vandal Alert System Testing

B-5. The University Emergency Manager will test the Vandal Alert System on an annual basis. Test messages may be broadcast using a single mode or may combine multiple modes of the system. Test messages will clearly state in the subject line that there is no actual threat or emergency and that the purpose of the notification is to test the system and/or response plans and capabilities. To the extent possible, system tests will be combined with emergency response drills and will include follow-up assessment and review.

Emergency Notification

B-1. In compliance with The Jeanne Clery Disclosure of Campus Security Policy and Campus Crime Statistics Act (20 USC § 1092(f)), Emergency Notifications will be broadcast when the University receives a confirmed report from a cognizant authority (i.e. a law enforcement authority), that a significant emergency or dangerous situation involving an immediate threat to the health or safety of students, faculty, staff or visitors is occurring on campus. In those instances, the Executive Director of Public Safety or designee will, without delay, and taking into account the safety of the community, determine the content of the notification and broadcast the notification, unless issuing a notification will, in the professional judgment of responsible authorities, compromise efforts to assist a victim or to contain, respond to or otherwise mitigate the emergency. Emergency Notifications will include instructions to the UI community for protective action. When the threat no longer exists, an "all clear" alert will be broadcast. The Executive Director of Public Safety and Security or designee has the authority to broadcast Emergency Notifications to the University community using the Vandal Alert System. When appropriate, Emergency Notifications may be

broadcast through other communication methods (web pages, press releases, printed and/or social media, etc.)

Timely Warning

B-2. In compliance with The Jeanne Clery Disclosure of Campus Security Policy and Campus Crime Statistics Act (20 USC § 1092(f)), Timely Warnings will be broadcast when a report of murder, sex offense, robbery, aggravated assault, burglary, motor vehicle theft, manslaughter, or arson (Clery Act Crimes) is received by campus security authorities and, in the judgment of the institution, the crime at issue poses a serious or continuing threat to students and employees. The Executive Director of Public Safety or designee will broadcast Timely Warnings using the Vandal Alert system in a manner that is timely and will aid in the prevention of similar crimes, unless issuing a warning will, in the professional judgment of responsible authorities, compromise efforts to assist a victim or to contain, respond to or otherwise mitigate the threat. The intent of a timely warning is to enable people to protect themselves and/or their property. Timely Warnings will be issued as soon as pertinent information is available. Timely Warnings may also be made for other crimes (non-Clery) that pose a serious or continuing threat to the campus community. The Executive Director of Public Safety and Security or designee has the authority to broadcast Timely Warnings to the University community. When appropriate, Timely Warnings may be broadcast through other communication methods (web pages, press releases, printed and/or social media, etc.)

EMERGENCY AND EVACUATION PROCEDURES

Evacuation Procedures

35.22. The Environmental Health & Safety Office has developed general emergency evacuation procedures and each department should supplement these procedures with departmental specific information. It is recommended that these procedures be posted in every department and distributed to all building occupants. Evacuation procedures for all residential buildings is under University Housing and can be found in the fire safety section of this report.

Emergency Situations

Emergencies range from severe weather to building evacuations to campus closures. The university has a wide variety of methods to communicate with students, faculty, staff, visitors, and the public in the event of these possible emergencies. Depending on the situation, the university may use some or all of the following tools.

Vandal Alert

Used to contact the University of Idaho community by email, text messaging and/or voice in the event of an emergency. If a timely warning or an emergency notification is sent, the Office of Public Safety & Security will utilize the Vandal Alert System to communicate pertinent information, which may include but may not be limited to, a description of the incident, location, and appropriate protective action to take.

The Office of Public Safety & Security Website is updated with information during actual emergencies or campus closures. The University of Idaho website platform also includes a system-wide notification message at the top of every web page in the event of an emergency or campus closing

University of Idaho Emergency Update Line - (208) 885-1010

Students, Faculty, and Staff Members may call this number for information and status updates on emergencies and campus closures. This line is a recorded update only.

Telephone Trees

University units maintain and update telephone trees of contacts that are activated during emergencies.

Local News Media

University Communications and Marketing sends press releases and communicates with local media. Because our students, staff and faculty have varying schedules, the university depends greatly on broadcast media to communicate important emergency information to our campus community before or during their commutes.

UNIVERSITY OF IDAHO EMERGENCY RESPONSE FRAMEWORK

The Emergency Response Framework (ERF) is with applicable provisions of the National Response Framework (NRF) and the National Incident Management System (NIMS). As such the ERF will serve as a tool to improve coordination and strengthen relationships between university, local, state, and federal entities which operate under the NRF and NIMS provisions.

Purpose: The purpose of the Emergency Response Framework is to:

Help prepare UI Employees to respond successfully to an emergency situation.

Define clear roles, responsibilities, and authorities for those involved in managing emergencies;

Ensure the consequences of emergencies are adequately and expediently assessed from an internal and external perspective;

Have a clear, rapid, and coordinated system of internal and external communication in emergency situations;

Have effective coordination between the emergency management organizations and the university and local, state, and federal authorities;

Promote a culture throughout the university that both enables effective response in an emergency and helps prevent them through an open exchange of information about potential emergencies.

MISSING STUDENTS POLICY APM 95.34

This policy was created to comply with Jeanne Clery Act which requires the university to disclose the policy on reporting a missing student, how students can designate an emergency contact and how the emergency contact information will be used.

Any member of the University community who has reason to believe that a student who resides in on-campus University housing is missing should notify Campus Security at their 24/7 number of (208) 874-7550.

Any Campus Security Authority (CSA) who receives a report that a student who resides in on-campus University housing is missing should immediately notify Campus Security by calling (208) 874-7550.

In addition to registering a general emergency contact, each student residing in on-campus University housing has the option to register a confidential emergency contact person to be notified in the event that the student is determined to be missing for 24 hours. Students wishing to register a confidential emergency contact may do so on VandalWeb.

If a student has identified a confidential emergency contact person, the University will notify that individual no later than 24 hours after the student is determined to be a Missing Student.

The University will also notify the parent or legal guardian of any Missing Student under the age of 18 that is not emancipated.

The confidential emergency contact person information will only be shared with authorized University officials and law enforcement personnel in furtherance of a Missing Student investigation.

The University will notify the Moscow Police Department (MPD) within 24 hours of the determination that a student is a Missing Student.

SEXUAL ASSAULT, DOMESTIC VIOLENCE, DATING VIOLENCE, & STALKING

The University of Idaho, through its Student Code of Conduct (FSH 2300 Article II) and the Rule of Ethical Conduct for University Employees (FSH 3170 B-2), prohibits dating violence, domestic violence, sexual assault and stalking. Any accommodations or protective measures provided by the University to a victim are protected by FERPA and the University's policies governing student records, and are therefore maintained as confidential, unless the confidentiality would impair the ability of the University to provide the accommodations or protective measures, or Title IX or Due Process requirements mandate their disclosure. The Office of Civil Rights & Investigations maintains a daily Clery log of all incidents that occur on University of Idaho property. The log does not include personally identifying information about any victims and is publicly available upon request.

Definitions

- Sexual Assault - Any offense that meets the definition of rape, fondling, incest, or statutory rape as used in the FBI's Uniform Crime Reporting (UCR) Program.

- Sex Offenses - Any sexual act directed against another person, without the consent of the victim, including instances where the victim is incapable of giving consent.
- 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.
- Fondling - The touching of the private body parts of another person for the purpose of sexual gratification, without the consent of the victim, including instances where the victim is incapable of giving consent because of his/her age or because of his/her temporary or permanent mental incapacity.
- Incest - Sexual intercourse between persons who are related to each other within the degree wherein marriage is prohibited by law.
- Statutory Rape - Sexual intercourse with a person who is under the statutory age of consent.

Consent - Idaho Statute: There is no definition for consent in reference to sexual activity in Idaho's Statutes.

From UI's Student Code of Conduct: FSH 2300; A-1. Consent: as used in this code, is informed, freely given, and mutually understood. Consent requires an affirmative act or statement by each participant. If coercion, intimidation, threats and/or physical force are used, there is no consent. If a person is mentally or physically incapacitated or impaired so that the person cannot understand the fact, nature or extent of the sexual situation, there is no consent; this includes conditions due to alcohol or drug consumption or being asleep or unconscious. Whether one has taken advantage of a position of influence over another may be a factor in determining consent. Consent to any one form of sexual activity does not imply consent to any other form of sexual activity.

Domestic Battery

Idaho Statute: Idaho law, for purposes of criminal law, defines "domestic violence" in Idaho Code 18-918 as an assault or battery committed by one household member against another household member. A "household member" is "a person who is a spouse, former spouse, or a person who has a child in common regardless of whether they have been married or a person with whom a person is cohabiting, whether or not they have married or have held themselves out to be husband or wife".

Uniform Crime Reporting Definition (UCR): 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 share 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 a spouse of the victim under the domestic or family violence laws of the jurisdiction in which the crime of violence occurred; or (e) by any other person against an adult or youth victim who is protected from that person's act under the domestic or family violence laws of the jurisdiction in which the crime of violence occurred.

Dating Violence

Idaho Statute: "Dating Violence" is not defined in Idaho law. However, a person in a "dating relationship" who is subjected to "physical injury, sexual abuse or forced imprisonment or the threat thereof" by the other partner in that dating relationship can file a petition with the court requesting a court issued protection order.

A “dating relationship” is defined in Idaho law as a “social relationship of a romantic nature.” Idaho law lists four factors for a court to use to determine if a relationship is dating relationship: 1) the nature of the relationship; 2) the length of time the relationship has existed; 3) the frequency of interaction between the parties; and 4) the time since termination of the relationship, if applicable.

Uniform Crime Reporting Definition (UCR): 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. For the purpose of this definition, (a) dating violence includes sexual or physical abuse or the threat of such abuse. (b) dating violence does not include acts covered under the definition of domestic violence.

Stalking

Idaho Statute: “Stalking” is defined in Idaho law as “a course of conduct that seriously alarms, annoys or harasses the victim and is such as would cause a reasonable person substantial emotional distress” or “a course of conduct such as would cause a reasonable person to be in fear of death or physical injury, or in fear of the death or physical injury of a family or household member.” Idaho law defines “course of conduct” as “repeated acts of nonconsensual contact involving the victim or a family or household member of the victim,” but not including constitutionally protected activity. Idaho law further defines “nonconsensual contact” as “any contact with the victim that is initiated or continued without the victim’s consent, that is beyond the scope of the consent provided by the victim, or that is in disregard of the victim’s expressed desire that the contact be avoided or discontinued.” Examples of nonconsensual contact contained in the law include, but is not limited to: 1) following the victim or maintaining surveillance on the victim; 2) contacting the victim in a public place or on private property; 3) appearing at the workplace or residence of the victim; 4) entering onto or remaining on property owned, leased or occupied by the victim; 5) contacting the victim by telephone or causing the victim’s telephone to ring repeatedly or continuously regardless of whether a conversation ensues; 6) sending mail or electronic communications to the victim; or 7) placing an object on, or delivering an object to, property owned, leased or occupied by the victim.

Uniform Crime Reporting Definition (UCR): Engaging in a course of conduct directed at a specific person that would cause a reasonable person to (a) fear for his or her safety or the safety of others; or (b) suffer substantial emotional distress.

Procedures to Follow in the Event of a Sexual Assault, Relationship Violence, and/or Stalking

Get to Safety – Get to a safe place and ask a friend to stay with you

Write Down Details – Try to write down, or have a friend write down, everything you can remember about the incident including a physical description of the perpetrator, their identity if you know it, and the use of threats or force

Preserve Evidence – Try to preserve all evidence of the assault. Avoid drinking, bathing, showering, douching, brushing your teeth or changing your clothes. Evidence can be collected at an emergency room and you can

decide later whether or not you want to press criminal charges. Collecting physical evidence must occur within 96 hours (4 days).

Call Help – Call the 24-hour helpline (208) 883-HELP (4357) to speak with an advocate for confidential and anonymous support. This advocate can help walk you through the process of seeking medical help, preserving evidence and reporting the crime, based on what you are comfortable with.

Get Medical Attention – Your personal health is most important! Visit an emergency room or medical facility to be checked out. This includes testing for HIV and other sexually transmitted infections (STIs), as well as receiving preventative treatments (medications to prevent STIs and pregnancy and protect against HIV transmission may be offered). A nurse who is a specially trained Sexual Assault Nurse Examiner (SANE) will help you and collect evidence.

Victims have the right to seek protection, restraining or other similar lawful orders issued by a court. The University can issue “no-contact” orders between individuals, and enforce those no contact orders through the University’s disciplinary procedures. University issued no-contact orders cannot be enforced by law enforcement. Further, the University cannot enforce court orders; however, for every lawfully issued court order the institution has knowledge of, the institution will take every reasonable step to ensure that the University does not cause either party to intentionally violate the order.

RESOURCES

Violence Prevention Programs (208) 885-6757 - If you or someone you know has experienced a sexual assault or is in an abusive relationship, we are here to help. We are here to listen, support, and provide resources and options – you should not have to face an abusive situation alone.

Alternatives to Violence of the Palouse** (208) 883-4357 - If you need a confidential advocate to talk you through the process of getting the help you need regarding sexual assault, domestic violence or stalking, contact ATVP.

On-Campus

Student Health Clinic** (208) 885-6693 – In the event of a sexual assault, if you need information on how to obtain emergency contraception or STD testing, call the Student Health Clinic to set up an appointment.

Counseling and Testing Center** (208) 885-6716 – To meet with a counselor on campus, please contact or Counseling and Testing Center to schedule an appointment.

Women’s Center* (208) 885-2777

Off-Campus

Moscow Police Department (208-882-COPS (2677) – To report sexual assault, domestic violence or talking, please contact MPD

National Sexual Assault Hotline (800) 656-HOPE (4673)

Gritman Medical Center** (208) 882-4511

*Semi Confidential - These locations do not disclose information that does not amount to a "Clery Crime" and did not occur on campus. Even if what you do report is a Clery Crime that occurred on campus, your name and specific disclosure is not reported. All that is reported is what the crime was and where it occurred.

**Confidential - These reporting locations do not disclose the information you share to the university, the police or anyone else without your permission or extenuating circumstances (e.g., imminent threat of harm). Please note: Gritman Medical Center will contact police and advocacy agencies but it is your decision if you want to speak with an agency representative.

Changes in Academic and Living Situation

Whenever the University receives a report of sexual misconduct or sexual assault, complainants who are members of the University community may be referred to an advocate from the Violence Prevention Program who can serve as a resource person to the complainant to identify, explain and navigate the complainant's reporting options and the available support services. This may include but is not limited to referrals to counseling, educational support, medical treatment, and information about University processes, criminal processes, and legal assistance. The advocate may also provide assistance in rearranging class schedules, extracurricular activities, and on-campus housing/dining arrangement (for reasons including avoiding contact with the accused student).

The advocate may also assist the complainant with working with appropriate offices to make reasonable accommodations such as but not limited to;

issuing written instructions to the accused student restricting him or her from making contact with the complainant;

temporarily moving the complainant – if living in university housing – to other living arrangements; or

Making alternative instructional arrangements for the accused student.

SEXUAL ASSAULT, STALKING AND SUBSTANCE ABUSE POLICIES

Amnesty Policy FSH 2310

The fear of repercussions through the Student Code of Conduct may prevent students from seeking assistance in crisis situations. To address this fear, in 2013, the University of Idaho created this policy with student health and safety as its primary concern.

A. General. This policy aims to remove the barriers that may prevent any student from seeking emergency medical attention by providing an opportunity for the University to intervene in a caring and non-punitive manner. The goal is to reduce the potential risk of alcohol and/or drug-related injuries or deaths, and increase the likelihood that students will seek medical attention in crisis situations.

B. Policy.

B-1. A student who seeks emergency medical attention (or who has emergency medical attention sought on his/her behalf) for drug or alcohol related consumption, will not be sanctioned for violating drug and alcohol consumption prohibitions found in the Student Code of Conduct related to that incident, as long as the student completes the following requirements:

- participates in an initial meeting with the Dean of Students, or designee, and,
- completes all recommendations from the Dean of Students, or designee, and
- submits proof of completion of all recommendations, within the time frame designated by the Dean of Students, or designee, at the initial meeting.

B-2. A bystander student who has engaged in drug or alcohol consumption and who seeks emergency medical attention for someone else or tries to actively engage in assistance for someone else for that person's drug or alcohol related consumption, will not be sanctioned for violating drug and alcohol consumption prohibitions found in the Student Code of Conduct related to his/her own consumption, but will be invited to meet with the Dean of Students.

B-3. The University will not pursue any disciplinary action related to any drug or alcohol consumption against any student who has been sexually assaulted or sexually harassed for their use of drugs or alcohol at the time of the sexual assault or sexual harassment.

B-4. Section B-1 and B-2 of this policy will only apply to a student who seeks emergency medical attention before police or University employees or agents take any official action or intervention related to the drug or alcohol consumption.

B-5. The policy does not preclude disciplinary action regarding other violations of the Student Code of Conduct.

B-6. The policy only applies to the university's student disciplinary system for violations of the Student Code of Conduct (FSH 2300). This policy does not apply to any criminal, civil or other legal consequence for violations under Federal, State or local law.

B-7. The policy is not designed to protect or shield those students who repeatedly violate the Student Code of Conduct. The Dean of Students may assess each situation on a case-by-case basis, denying the safeguards of the Amnesty Policy if serious or repeated incidents prompt a higher degree of concern or response, which may include disciplinary action under the Student Code of Conduct.

STUDENT CODE OF CONDUCT FSH 2300

ARTICLE I - Introduction.

The University of Idaho is committed to creating and maintaining a productive living-and-learning community that fosters the intellectual, personal, cultural and ethical development of its students. Self-discipline and respect for the rights and privileges of others are essential to the educational process and to good citizenship.

A. Definitions:

A-1. Consent: as used in this code, is informed, freely given, and mutually understood. Consent requires an affirmative act or statement by each participant. If coercion, intimidation, threats and/or physical force are used, there is no consent. If a person is mentally or physically incapacitated or impaired so that the person cannot understand the fact, nature or extent of the sexual situation, there is no consent; this includes conditions due to alcohol or drug consumption or being asleep or unconscious. Whether one has taken advantage of a position of influence over another may be a factor in determining consent. Consent to any one form of sexual activity does not imply consent to any other form of sexual activity.

A-2. DOS: the Office of the Dean of Students, which is responsible for the administration of the Student Code of Conduct, and includes the Dean of Students and his/her designees.

A-3. Disciplinary action: any sanction imposed for misconduct pursuant to FSH [2400](#).

A-4. Educational Setting: refers to all the academic, educational, extracurricular, athletic and other programs of the University of Idaho, whether those programs take place in a University facility, at a University class or training program, or elsewhere.

A-5. Policy: the written regulations of the University as found in, but not limited to, the Student Code of Conduct, Residence Hall Handbook, the Apartment Handbook, the University web pages and computer use policy, and Graduate/Undergraduate Catalogs.

A-6. Student: includes all persons admitted to the University, either full-time or part-time, to pursue undergraduate, graduate, or professional studies, and includes non-degree seeking students. The following persons are also considered "students":

- a. Persons who withdraw after allegedly violating the Student Code of Conduct;
- b. Persons who are not officially enrolled for a particular term but who have a continuing relationship with the University;
- c. Individuals participating in the American Language and Culture Program; and
- d. Individuals participating in Independent Study of Idaho sponsored by the University of Idaho or taught by a University of Idaho instructor.

A-7. Student Code of Conduct: herein referred to as "Code".

A-8. University Official: includes any person employed or contracted by the University performing assigned duties.

B. Standards of Behavior. Attendance at the University of Idaho is optional and voluntary. When students enroll at the University, they voluntarily accept obligations of performance and behavior that are consistent with the University's lawful mission, processes, and functions. In general, these obligations are considered much higher than the obligations imposed by civil and criminal law for all citizens.

By enrolling at the University of Idaho, students voluntarily accept responsibility for compliance with all University policies, including but not limited to this Code. Disciplinary action may also be taken for any violation of local ordinances, state or federal law, or on or off campus conduct that adversely affects the University community or the pursuit of the University's lawful educational mission, process, or function. The University reserves the right to take necessary and appropriate action to protect the safety and well-being of the campus community.

C. Purpose of the Code. The purpose of the Code is to educate students about their civic and social responsibilities as members of the University community. The primary focus of the disciplinary process is on educational and corrective outcomes; however, sanctions such as suspension or expulsion from the University may be necessary to uphold community standards and to protect the campus community. Extensive, organized, serious, or repeated violations of this Code are taken into account when determining sanctions.

D. Interpretation and Revision. Any question of interpretation regarding the Code shall be determined at the discretion of DOS in consultation with General Counsel. The Code shall be reviewed periodically under the direction of DOS.

E. Affirmative Action and Equal Opportunity. Please refer to FSH [3060](#) and [3065](#) for other relevant policies and procedures.

F. Nondiscrimination. Please refer to FSH [3200](#), [3210](#), [3215](#) for other relevant policies and procedures.

G. Applicability of the University Student Code of Conduct. The Code applies to students pursuant to FSH [2100](#).

ARTICLE II- PROSCRIBED CONDUCT.

A. Rules and Regulations. The following list describes actions that detract from the effectiveness of a University community and for which students are subject to disciplinary action. Any student found to have committed or to have attempted to commit the following misconduct is subject to the disciplinary process outlined in FSH [2400](#):

A-1. Academic Dishonesty. Academic honesty and integrity are core values at a university and the faculty finds that even one incident of academic dishonesty may merit expulsion. Instructors and students are jointly responsible for maintaining academic standards and integrity in university courses. In addition to any disciplinary sanctions imposed under the Code, additional consequences for academic dishonesty may be imposed by the course instructor, including issuing a grade of "F" in the course. Any grade issued by the course instructor, whether as a result of academic dishonesty or not, constitutes an academic evaluation and is not disciplinary action. All instructors must report incidents of academic dishonesty to DOS by email or using the reporting form on DOS website. Acts of academic dishonesty include but are not limited to the following:

a. Cheating includes, but is not limited to, the following:

- (1) using any unauthorized assistance in, or having unauthorized materials while, taking quizzes, tests, examinations or other assignments, including copying from another's quiz, test, examination, or other assignment or allowing another to copy from one's own quiz, test, examination, or other assignment;
- (2) using sources beyond those authorized by the instructor in writing papers, preparing reports, solving problems, or carrying out other assignments;
- (3) acquiring, without permission, tests or other academic material belonging to the instructor or another member of the University faculty or staff;
- (4) engaging in any behavior prohibited by the instructor in the course syllabus or in class discussion; or
- (5) engaging in other behavior that a reasonable person would consider to be cheating.

b. Plagiarism includes, but is not limited to, the following:

- (1) using, by paraphrase or direct quotation, the published or unpublished work of another person without full and clear acknowledgment;
- (2) using materials prepared by another person or agency engaged in the selling of term papers or other academic materials without prior authorization by the instructor; or
- (3) engaging in other behavior that a reasonable person would consider plagiarism.

c. Furnishing false information or false representations to any University official, instructor, or office. Submission of false information or withholding information at the time of admission or readmission may make an individual ineligible for admission to, or continuation at, the University.

d. Forging, altering, reproducing, removing, destroying, or misusing any University document, record, or instrument of identification.

e. Violating any provision of university policy regarding intellectual property and research. All data acquired through participation in University research programs is the property of the University and must be provided to the principal investigator. In addition, collaboration with the Office of Research and Economic Development for the assignment of rights, title, and interest in patentable inventions resulting from the research is also required [see Faculty-Staff Handbook [5400.](#)]

A-2. Misuse of University Resources or Property, or Personal Property of others.

a. Theft or other abuse of University computer facilities or resources. This includes, but is not limited to, any of the following:

- (1) Unauthorized entry into, or transfer of, a file;
- (2) Using another individual's identification and/or password;

(3) Using computer facilities or resources:

- (i) to interfere with the work of another student, faculty member or University official,
- (ii) to send obscene or abusive messages,
- (iii) to interfere with the normal operation of the University computing system or resources, or
- (iv) in violation of copyright laws.

(4) Any violation of the [University Computer Use Policy](#).

b. Attempted or actual theft of or damage to property of the University or of another person.

c. Unauthorized possession, duplication or use of University keys, computers, lock combinations or other access codes or passwords that can be used to access University property or facilities.

d. Unauthorized entry into or use of any University building, facility, vehicle, equipment room or area, including, but not limited to, unauthorized entry into any private office or space of a member of the faculty, staff, or student body, heating tunnels, elevator shafts, shops, mechanical rooms, trunk rooms, storerooms, roofs, fire escapes, and other restricted areas identified in [APM 35.35.E](#).

e. Building or setting fire(s) without proper authorization as required by [APM 35.25](#).

f. Removing or otherwise tampering with fire equipment or fire-alarm systems, or failure to promptly vacate building(s) when a fire alarm sounds.

g. Possessing or using firearms, explosives, other weapons, projectile or explosive devices, explosive substances, or dangerous chemicals in violation of [APM 95.12](#). [ed. 7-14]

A-3. Threat of Harm or Actual Harm to a Person's Physical or Mental Health or Safety. Living together in a University community requires respect for the rights of fellow members of that community to pursue their academic goals and to participate in lawful campus or University activities. As in any community, certain forms of responsible conduct must be adhered to in order to ensure the physical functioning and safety or security of that community.

a. Physical violence of any nature against any person, on or off campus. Physical violence includes, but is not limited to, (i) fighting; (ii) assault; (iii) battery; (iv) the use of a knife, gun, or other weapon except in reasonable self-defense; (v) physical abuse; (vi) restraining or transporting someone against his/her will; or (vii) any action that threatens or endangers the physical health or safety of any person or causes reasonable apprehension of such harm.

b. Persistent or severe, verbal abuse, threats, intimidation, harassment, coercion, bullying, derogatory comments, vandalism, or other conduct that threatens or endangers the mental or physical health or safety of any person or causes reasonable apprehension of such harm. A single instance may be considered severe enough to merit sanctions.

c. Hazing, which includes, but is not limited to, any action or participation in any activity that (i) causes or intends to cause physical or mental discomfort or distress, (ii) may demean any person, regardless of location, intent or consent of participants, or (iii) destroys or removes public or private property, for the purpose of initiation, admission into, affiliation with, or as a condition for continued membership in, a group or organization. The express or implied consent of the victim will not be a defense. Apathy or acquiescence in the presence of hazing are not neutral acts; they are also violations of this rule.

d. Sexual misconduct, which is a broad term encompassing any non-consensual contact of a sexual nature (see Article I, Section A-1, for the definition of consent). Sexual misconduct may vary in severity, and consists of a range of behavior or attempted behavior including, but not limited to, the following examples of prohibited conduct (see APM [95.20](#) for more information about resources available and procedures for responding to sexual misconduct):

(1) Unwelcome sexual conduct. This includes, but is not limited to,

(i) touching an unwilling or non-consensual person's intimate parts (such as genitalia, groin, breast, buttocks, mouth, or clothing covering the same);

(ii) touching an unwilling or non-consensual person with one's own intimate parts;

(iii) forcing an unwilling or non-consensual person to touch another's intimate parts;

(iv) indecent exposure, which includes, but is not limited to, exposing one's own intimate parts to an unwilling or non-consensual person; and

(v) voyeurism, which includes, but is not limited to, any unauthorized use of electronic or other devices to make an audio, video, or photographic record of another person without his/her prior knowledge and without his/her prior consent when such a recording is likely to cause injury or distress to the other person, or involves the other person's intimate parts or sexual conduct.

(2) Sexual violence, which refers to physical sexual acts perpetrated against another person's will or where another person is incapable of giving consent or is incapacitated. This includes, but is not limited to,

(i) rape, which includes, but is not limited to, the unwilling or non-consensual penetration of another person's bodily opening with any object or body part that is committed either by force, threat, intimidation, or through exploitation of another person's mental or physical condition (such as intoxication, age, or disability) of which the assailant was aware or should have been aware;

(ii) sexual assault, which is the unwilling or non-consensual penetration of any bodily opening of another person with any object or body part;

(iii) sexual battery; and

(iv) sexual coercion.

All acts of sexual violence are also forms of sexual harassment.

e. Sexual harassment, which is defined as unwelcome conduct of a sexual nature (see [FSH 3205](#) for the requirements of the consensual relationship policy). It includes, but is not limited to, unwelcome sexual advances, requests for sexual favors, and other verbal, nonverbal, or physical conduct or communication of a sexual nature when:

- (1) Submission to or rejection of such conduct or communication is a term or condition of educational benefits, employment, academic evaluations, or other opportunities;
- (2) Submission to such conduct or communication has the purpose or effect of substantially interfering with a student's education;
- (3) Such conduct is sufficiently severe or pervasive as to have the effect of creating an intimidating, hostile or offensive educational environment or negatively affecting a student's educational opportunities. A single instance may be considered severe enough to merit sanctions.

f. Gender-based and sexual orientation harassment (see [FSH 3215](#)), which is defined as any act of verbal, non-verbal, or physical aggression, intimidation, or hostility based on sex, sex-stereotyping, gender, or gender-stereotyping, even if those acts do not involve conduct of a sexual nature.

g. Stalking, which includes, but is not limited to, the persistent, severe, or pervasive harassment of another person in a manner that would cause a reasonable person to feel frightened, intimidated, threatened, harassed, or molested. This may include, but is not limited to, repeatedly contacting another person through any means (such as in person or by phone, electronic means, text messaging, etc.), following another person, or having others contact or follow another person on your behalf. A single instance may be considered severe enough to merit sanctions.

A-4. Discrimination and Retaliation.

a. Discrimination, which includes conduct that violates the Board of Regent's or the University's nondiscrimination and antidiscrimination policies contained in [FSH 3200](#), [3210](#), [3215](#).

b. Retaliation, which includes conduct that intimidates, interferes with, threatens, coerces, or otherwise discriminates against any individual because that individual opposes or reports a perceived wrongdoing, inequity, or violation of law or University policy, files a complaint alleging illegal or prohibited discrimination, participates in a grievance or appeals procedure, or participates in dispute resolution.

A-5. Disruption, Obstruction, or Interference with Normal University Activities. Members of the University community have the right to a campus that is free from unreasonable disruption, obstruction, or interference.

a. Disrupting or obstructing normal University activities, including, but not limited to, all academic activities, University facilities or resources, disciplinary proceedings, University administration, and fire, police, or emergency services

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

- c. Failure to comply with directions of University, law enforcement, fire department, or other government officials acting in performance of their duties and/or failure to identify oneself to these persons when requested to do so.
- d. Obstruction of the free flow of pedestrian or vehicular traffic on campus.
- e. Disorderly conduct, which is behavior that is disorderly, lewd, indecent, or a breach of peace.
- f. Abuse of the student conduct system, which includes, but is not limited to, any of the following:
 - (1) Failure to cooperate with DOS's investigation, except when doing so would require the student to speak against him/herself, where the student failed to notify DOS that the student will not cooperate for this reason;
 - (2) Falsifying, distorting, or misrepresenting information provided to DOS;
 - (3) Disrupting or interfering with DOS's investigation;
 - (4) Making false allegations;
 - (5) Attempting to discourage an individual's proper participation in, or use of, the student conduct system;
 - (6) Harassment (verbal or physical) or intimidation of any person participating in DOS's investigation prior to, during, or after the investigation concludes;
 - (7) Failure to comply with the sanction(s) imposed pursuant to [FSH 2400](#).
- g. Influencing or attempting to influence another person to commit any violation of the Code.
- h. Failure to appear or refusal to speak as a witness, which occurs when a student fails to appear or refuses to speak as a witness at a disciplinary proceeding or review, unless such act would require the student to speak against him/herself, and fails to promptly notify the chair of SDRB that the student will not appear or speak for this reason.

A-6. Housing and Living Groups. Violations of any rules imposed by University Housing or living groups are also violations of the Code.

A-7. Use and Misuse of Substances.

- a. Smoking in violation of [APM 35.28](#).
- b. Using, possessing, manufacturing, cultivating, selling, or distributing any state or federally controlled drug, substance, or paraphernalia, including, but not limited to, marijuana, heroin, narcotics, or other controlled substances, in violation of any applicable law or University policy. Inhaling or ingesting any substance (e.g., nitrous oxide, glue, paint, etc.) that is intended to alter a student's mental state without a prescription is also prohibited. See the University's Drug and Alcohol Abuse Prevention and Education publication (available through the Office of the Dean of Students) for more information.

c. Consuming, possessing, manufacturing, or distributing alcoholic beverages in violation of any applicable law or University policy (see [APM 80.01](#) for alcohol permit requirements). Alcoholic beverages may not, in any circumstance, be consumed or possessed by, or distributed to, any person under twenty-one (21) years of age. Except at permitted events pursuant to [APM 80.01](#), alcoholic beverages may not be possessed or consumed by any student under any circumstances on campus in areas open to the general public, which areas include, but are not limited to, lounges, student union buildings, recreation rooms, conference rooms, athletic facilities, and other public areas of University-owned buildings or grounds.

d. Public intoxication.

A-8. Violation of Laws or University Policy.

a. Any violation of federal law, state law, or local ordinance occurring on campus or on any University property is a violation of the Code.

b. Any violation of University policy is a violation of the Code.

B. Violation of Law and University Discipline.

B-1. University disciplinary action may be instituted against a student accused of conduct that potentially violates both the criminal law and this Code independent of the status of any civil or criminal litigation in court or criminal arrest and prosecution. When allegations include sexual harassment, sexual violence, sexual orientation, or gender-based harassment, University disciplinary action will be carried out promptly. Determinations made or sanctions imposed under this Code shall not be subject to change because criminal charges arising out of the same facts giving rise to violation of University rules were dismissed, reduced, or resolved in favor of or against the criminal law defendant.

B-2. When a student is charged by federal, state, or local authorities with a violation of law, the University will not request or agree to special consideration for that individual because of his or her status as a student. If the alleged offense also gives rise to University disciplinary action, the University may advise off-campus authorities of the existence of the Code and of how such matters are typically handled within the University community. The University will attempt to cooperate with law enforcement and other agencies in the enforcement of criminal law and in the conditions imposed by criminal courts for the rehabilitation of student violators provided that the conditions do not conflict with University policies or sanctions. Individual students and other members of the University community, acting in their personal capacities, remain free to interact with governmental representatives as they deem appropriate.

DISCIPLINARY PROCESS FSH 2400

The following information is from University Disciplinary Process for Alleged Violations of Student Code of Conduct – FSH 2400

In 2014 the Dean of Students Office, General Counsel and a sub-committee of the University of Judicial Council and Faculty Senate, conducted a thorough review of all policies related to the Student Code of Conduct. All disciplinary language from FSH 2200 Statement of Student Rights and FSH 2300 Student Code

of Conduct was consolidated into this policy and updated removing redundancies in policy. In July 2016, the taskforce was reconvened to review the new process and address some cumbersome processes that arose which were affecting the ability to resolve cases quickly. It was also noted that a complete review was necessary and the task for reconvened. In 2017, the task force provided this complete rewrite that found middle ground between the early 1970's court trial format and the strong investigative model which had unintentionally created many delays to this less confrontational investigative model. The objective of this policy is to provide a process that allows for fact-finding and decision-making that balances the rights of individual with the legitimate interests of the University.

A. INTRODUCTION. The purpose of the Student Code of Conduct (Code) is to help protect the safety of the University community and educate students about appropriate and responsible behavior and their civic and social responsibilities as members of the University community, while complying with applicable state and federal laws and institutional policy. The primary focus of the disciplinary process is on educational and corrective outcomes; however, sanctions including suspension or expulsion from the University may be necessary to uphold community standards and to protect the campus community. University discipline is not in the nature of punishment for a crime, and the University's discipline process is not equivalent to state or federal criminal prosecutions. University disciplinary proceedings for any and all matters encompassed within the Code [FSH 2300] and the Statement of Student Rights [FSH 2200] are addressed under the following rules and regulations.

B. DEFINITIONS:

B-1. Advisor: the person of the student's choosing who has agreed to advise the student during the University disciplinary process and attend scheduled meetings with the student. The Advisor's role is simply to advise the student, and the Advisor is not permitted to speak during hearings, conferences, or interviews unless allowed by the University official conducting the interview.

B-2. Chief Student Affairs Officer (CSA Officer): the Dean of Students, unless the President appoints a different official to serve as the CSA Officer.

B-3. Code: the Student Code of Conduct, which is currently found in FSH 2300 and FSH 2400.

B-4. Complainant: the person(s) reportedly harmed by the Respondent's alleged violation of the Code.

B-5. Days: days that the university is open for business, not including Saturdays, Sundays, Fall Recess, Winter Recess, Spring Recess, or University holidays.

B-6. Investigator: the person assigned by the University to conduct an investigation into a report of a violation of the Code. In all Title IX cases, the Title IX Coordinator shall assign the investigator. In all other cases, the investigator may be any qualified person assigned by DOS.

B-7. Student Conduct Administrator (Administrator): the official at the University of Idaho who has been

designated by the CSA Officer to serve in this role. It shall also include the Administrator's designee.

B-8. DOS: the Office of the Dean of Students at the University of Idaho.

B-9. Hearing Officer: a person appointed by the Administrator to serve as the person presiding over a hearing in accordance with Section G.

B-10. Parties: the Respondent and, in Title IX cases only, the Complainant.

B-11. Respondent: the student who is alleged to have violated the Code.

B-12. Student: includes, but is not limited to, all persons admitted to the University, either full-time or part-time, to pursue undergraduate, graduate, or professional studies, and includes non-degree seeking students. The following persons are also considered "students":

a. Persons who withdraw after allegedly violating the Code;

b. Persons who are eligible to enroll for classes without submitting an application for re-admission;

c. Individuals participating in the American Language and Culture Program, Independent Study of Idaho sponsored by the University of Idaho, the University of Idaho International Student Success Program (UI-ISSP), or any other similar educational program of the University.

B-13. Student Conduct Board (SCB): the body which reviews student disciplinary matters, as set forth in sections D., E., and F., and FSH 1640.83.

B-14. Title IX case: any disciplinary case, investigation, charge, or allegation involving alleged dating violence, domestic violence, sexual assault, sexual harassment, or stalking. The Title IX Coordinator may also designate any other case as a Title IX case.

B-15. University: the University of Idaho, in all of its campus locations, education, outreach and research programs, including extension programs and distance education programs, and at all locations where any of these programs are offered or administered.

C. INVESTIGATION:

C-1. Reporting Alleged Violations. Any member of the University community having knowledge of a potential violation of the Code may report the violation to either DOS or, in Title IX cases, to the Title IX Coordinator. A report should be in writing, but may be reported orally to the appropriate University official. A report should be submitted as soon as possible after the event takes place.

C-2. Initial Investigation. The University may conduct an investigation into any report of a violation of the Code. The purpose of the investigation is to determine whether a violation may have occurred and to gather

relevant information concerning each allegation of a Code violation.

C-3. Notice of Alleged Violation. The investigator may conduct a preliminary review to determine whether there is sufficient information to engage in a formal investigation. The preliminary review may include interviewing the Complainant, Respondent, and other witnesses. If, after the conclusion of the preliminary review, the investigator decides to engage in a formal investigation, the investigator must notify the Respondent of the allegation.

a. the notice must be in writing and may be delivered either in person to the Respondent, or by email to the student's official University email account. If the notice cannot be delivered either in person or to the student's official University email account, the notice shall be delivered by any means reasonably likely to reach the student.

b. the notice shall inform the Respondent of the specific provision(s) of the Code the Respondent is alleged to have violated and include a short description of the basis of the alleged violation.

c. The notice will include a copy of the University Disciplinary Process for Alleged Violations of the Student Code of Conduct.

C-4. Meeting with Investigator. The investigator must give the Respondent an opportunity to meet with the investigator in person within a reasonable time after the notice of allegation is delivered to the Respondent in order to give the Respondent an opportunity to respond to the notice, present information in his or her defense, present any information the Respondent would like the investigator to consider, and provide the names of any witnesses the Respondent would like the investigator to contact.

C-5. Investigation. At any time during the investigation, either the Complainant or the Respondent may, but is not required to, provide information to the investigator for the investigator to consider. Such information may include documentary information, the names of witnesses, witness statements, suggested questions to ask the other Party or other witnesses, etc. Only information that is presented to the investigator may be used in a hearing under section D.

C-6. Preliminary Report of Investigation.

a. At the conclusion of the investigation, the investigator shall draft a Preliminary Report of Investigation (Preliminary Report) setting forth the steps taken during the investigation; a list of witnesses contacted; a detailed summary of any witness interviews; a detailed summary of any interviews of the Respondent and/or Complainant; a detailed summary of any other information considered as part of the investigation; and complete copies of any relevant documentary evidence gathered during the investigation, including copies of documentary information provided by the Respondent and/or the Complainant.

b. The Preliminary Report shall not include any conclusions, findings, or credibility analysis.

c. The parties shall be provided an opportunity to review the Preliminary Report and may provide a written response to the Preliminary Report within five days of the review of the report. A party shall be deemed to have waived the right to review the report if the party does not make arrangements with the investigator to review the report within five days of being notified that the report is available to be reviewed. The written response may include requests for additional investigation, additional witnesses to interview, or additional questions to ask any witness.

d. After the time for submitting a written response to the Preliminary Report has passed, the investigator shall review any responses received and determine whether additional investigation is needed. If additional investigation is deemed appropriate, the investigator shall draft a revised Preliminary Report and shall give the parties an opportunity to review the report, as set forth in section C-6. c., above.

e. After reviewing any written responses received within the time-period allowed for submitting written responses, the investigator shall either continue the investigation or draft a Final Report of Investigation. The investigator has sole discretion of determining whether sufficient information has been obtained in order to end the investigation process.

C-7. Final Report of Investigation. The Final Report of Investigation (Final Report) shall contain everything included in the Preliminary Report plus complete copies of any written responses received within the time period allowed for submitting written responses, a credibility analysis, recommended findings, and recommended conclusion (see below) as to whether the Respondent violated the Code. If the Final Report includes a recommended finding that the Respondent violated the Code, the Final Report shall not include recommended sanctions. The Final Report shall be provided to the Administrator. The Administrator shall provide the Final Report simultaneously to the parties.

a. Credibility Analysis. The Final Report should include an analysis of the statements provided by each party and interviewee, as necessary, to determine whether the statements provided by that person are credible. The analysis may include a description of the person's demeanor during the interview(s), a comparison of statements made to known facts or statements from other witnesses, the person's ability to observe the event described, the person's bias, whether the person was under the influence of a controlled substance or alcohol, and any other information that a reasonable person would use in his or her everyday affairs to determine a person's credibility. Not every case will require a detailed credibility analysis of each interviewee, and the credibility analysis may be part of the particular finding. However, in cases where the credibility of the interviewee is material to the conclusion, there should generally be a separate credibility analysis.

b. Recommended Findings. The investigator's recommended findings regarding factual issues shall include a description of the basis for each finding. Each finding shall be based on a more likely than not standard and should include information from the interviews, documentary information obtained during the investigation, and, if relevant to that finding, information regarding the credibility of the Respondent, Complainant and/or witnesses.

c. Recommended Conclusion. In making a recommended conclusion, the investigator must apply the Code to the findings to reach a determination of whether the findings as found by a more likely than not standard constitute a violation of the Code.

D. HEARING PROCESS.

D-1. Student Conduct Administrator's Review:

a. After the Final Report is submitted to the Administrator, the parties may each submit a written response to the Final Report. This response must be provided to the Administrator no later than five days after the Final Report is provided to the parties. The Administrator may meet with the parties, separately, to discuss the Final Report.

b. A party may request that the matter be referred to the SCB for a hearing. The request must be in writing and must be submitted to the Administrator no later than five days after the Final Report is provided to the parties. If a party timely submits a request for the matter to be referred to the SCB:

(i) In non-Title IX cases, the Administrator shall refer matters to the SCB for a hearing if:

(1) The Administrator determines that there is sufficient information in the Final Report such that a finding could be made that the Respondent violated the Code; and

(2) The Administrator determines that the appropriate sanction could include suspension, expulsion, or the withholding or revoking of a degree.

(ii) In Title IX cases, the Administrator shall refer matters to the SCB for a hearing in matters in which the Administrator determines that there is sufficient information in the Final Report such that a finding could be made that the Respondent violated the Code.

(iii) In all other cases, the Administrator shall decide whether the Respondent violated the Code.

c. If a matter is not referred to the SCB for a hearing:

(i) The Administrator shall decide whether the Respondent violated the Code. The Administrator shall make the decision based on the information contained in the Final Report, the written responses to the report, if any, submitted to the Administrator by the parties, and, if the Administrator chooses to meet with the parties, the information provided at the meeting to the Administrator by the parties.

(ii) The Administrator should adopt the findings and credibility analysis contained in the Final Report, unless the Administrator finds that the findings or credibility analysis are not more likely than not to be true. Any additional or different findings issued by the Administrator must be based on a more likely than not standard.

(iii) The Administrator is not required to defer to the recommendation contained in the Final Report as to whether the Respondent violated the Code, but is entitled to freely apply the Code to the findings in order to determine whether the Respondent violated the Code.

(iv) If the Administrator determines that the Respondent violated the Code, the Administrator shall determine the appropriate sanction.

(v) The Administrator's decision shall be in writing and include the basis for the decision. The written decision

shall be simultaneously provided to the parties.

(vi) The Administrator's decision may be appealed in accordance with section E.

d. At any time before the matter is submitted to the SCB, DOS may refer a charge of a violation of the Code to mediation or other forms of appropriate conflict resolution. All parties must agree to participate with DOS in the conflict resolution process. Complaints of physical sexual misconduct or violence shall not be referred for alternative resolution under this paragraph, except in unique circumstances approved by the Title IX Coordinator after consultation with the Office of General Counsel and the CSA Officer.

D-2. Student Conduct Board Hearing:

a. In matters referred to the SCB, the Administrator (or designee) must send written notice to the SCB and the parties.

(i) The notice shall be in writing and may be delivered either in person to the parties, or by email to the student's official University email account. If the notice cannot be delivered either in person or to the student's official University account, the notice may be delivered by any means reasonably likely to reach the student.

(ii) The notice must inform the Respondent of the specific provision(s) of the Code the Respondent is accused of violating, and include a short description of the basis of the alleged violation, the date and time for the hearing, and the deadline for submitting written materials to the Administrator.

(iii) The written notice shall also include the Final Report and any responses to the Final Report which were timely submitted to the Administrator.

b. Except in cases referred to a Hearing Officer under Section G, the chair of the SCB shall appoint three to five members of the SCB to serve as a Hearing Panel to review each matter.

(i) The chair of the SCB shall appoint one of the Hearing Panel members to serve as chair of the panel. A student may not serve as chair of a Hearing Panel.

(ii) The Administrator (or designee) shall serve as a non-voting, ex-officio member of every Hearing Panel and may be present and available as a resource during all deliberations. The Administrator is responsible for informing the panel of any previous conduct violations or other relevant disciplinary actions involving the Respondent.

c. In every case submitted to a Hearing Panel, the parties may submit written materials for the panel to review as part of its decision. To be considered by the Hearing Panel, all written materials must be submitted to the Administrator prior to the deadline set forth in the notice. The Administrator shall ensure that any materials timely submitted are distributed to the parties and the Hearing Panel prior to the hearing. The written materials may only consist of the following:

(i) Suggested questions for the panel to ask the Respondent or the Complainant;

(ii) Written discussion or argument addressing the information contained in the Final Report;

(iii) Information (as opposed to a discussion of the information contained in the report) that was not considered by the investigators in the Final Report only if the information was not available prior to the

completion of the Final Report or if the information was provided to the investigator prior to the completion of the investigation but the information was not included in the Final Report.

D-3. Hearing Procedures:

a. The hearing shall be held at the time and place listed in the notice. The hearing shall be held no less than five days after the notice is provided to the parties.

b. All hearings are closed to the public. The only people allowed to be present during the hearing are the parties, each individual party's Advisor, the investigator(s), the Administrator, the Title IX Coordinator (or designee) in Title IX cases, one or more attorneys from the Office of General Counsel, and the members of the Hearing Panel. The panel chair may give permission for others to attend the hearing in the panel chair's discretion, after consultation with the Administrator.

c. The only witnesses at the hearing shall be the investigator(s), the Complainant, and the Respondent. In non-Title IX cases, the Complainant may only be present during the portion of the hearing where the Hearing Panel questions the Complainant, unless the chair determines in appropriate cases that the Complainant may remain for the entire hearing. In extraordinary circumstances, if the investigator is unable to be present at the hearing, the DOS may designate a representative to be there in the place of the investigator. Neither the Complainant nor the Respondent is required to say anything at the hearing.

The panel chair, in consultation with the Administrator, may call additional witnesses if the panel chair determines that the additional witnesses are necessary for the Hearing Panel to properly resolve the case. This discretion should be used sparingly. The intention of the Code is that the Final Report, in the vast majority of cases, should provide a sufficient basis for the Hearing Panel's decision, recognizing that the parties may speak in person to the Hearing Panel and to respond to the Final Report.

d. It is each party's responsibility to inform the panel chair and the Administrator of scheduling conflicts no less than three days prior to the scheduled hearing. The Administrator shall have the sole discretion as to whether to reschedule the hearing. Except in cases of grave or unforeseen circumstances, if either party fails to appear, the hearing will proceed as scheduled.

e. If a report of a violation of the Code involves more than one Respondent, the Hearing Panel shall conduct a joint hearing with all Respondents. However, the panel chair may permit the hearing pertinent to each Respondent to be conducted separately. In joint hearings, separate determinations of responsibility shall be made for each Respondent.

f. Only the chair of the Hearing Panel may ask questions during the hearing, and doing so is at the sole discretion of the chair. However, the chair may seek input from panel members on areas for questioning. The parties may submit suggested questions in writing as long as the questions are received prior to the deadline for submitting written materials contained in the notice. Questions based on information that arises during the hearing may be submitted in writing during the hearing at the discretion of the panel chair.

g. For complaints involving sexual misconduct, discrimination, or other complaints of a sensitive nature, the panel chair, in consultation with the Title IX Coordinator and the Administrator, may allow the Complainant to attend the hearing, answer questions, and make a statement from behind a partition or from another room or location through audio/video technology.

h. The panel chair has discretion as to how to conduct the hearing. Generally, however, the hearing should be conducted as follows:

- (i) Opening statement by the Respondent addressing the Final Report and the allegations that the Respondent violated the Code;
- (ii) In Title IX cases, opening statement by the Complainant addressing the Final Report and the allegations that the Respondent violated the Code;
- (iii) Questions, if any, by the panel chair of the investigator(s), Respondent, and/or Complainant;
- (iv) Final statements by the Respondent and, in Title IX cases, the Complainant.

i. In making its decision, the Hearing Panel shall consider all relevant information from the following sources:

- (i) the Final Report, including the findings and conclusions contained in the report;
- (ii) any written information provided by the parties as provided above; and
- (iii) the information received at the hearing.

j. In Title IX cases involving allegations of sexual misconduct, the past sexual history or sexual character of either party shall not be considered by the Hearing Panel except in extremely unusual cases where the panel chair determines that the information is critical to a proper understanding of the specific facts of the case at hand. Demonstration of pattern, repeated, and/or predatory behavior, in the form of previous findings in any legal or campus proceeding, or in the form of good faith allegations, may be considered in making the findings and, if a violation of the Code is found, the sanction.

k. There shall be a single record, such as an audio recording, for all hearings. Deliberations shall not be recorded. Failure to record the hearing for any reason is not to be considered a procedural error that substantially impacts the decision and will not be grounds for appeal or reversal of the Hearing Panel's decision.

D-4. Hearing Panel Decision.

a. The Hearing Panel shall issue a written decision, which should be issued within ten days after completing deliberations. The panel chair shall provide the written decision to the Administrator, who shall then simultaneously provide the decision to the parties

b. The Hearing Panel should adopt the findings and credibility analysis contained in the Final Report, unless the Hearing Panel finds that the information presented at the hearing warrants a different finding or the Hearing Panel finds that the findings or credibility analysis are not more likely than not to be true. Any findings issued by the Hearing Panel must be based on a more likely than not standard.

c. The Hearing Panel is not required to defer to the recommendation contained in the Final Report as to whether the Respondent violated the Code, but is entitled to freely apply the Code to the findings in order to determine whether the Respondent violated the Code.

d. Unless the panel chair is a Hearing Officer appointed to serve as chair without a vote, the panel chair shall participate in all votes, and all Hearing Panel decisions shall be made by a majority vote.

e. If the Hearing Panel determines that the Respondent violated the Code, the Hearing Panel shall determine the appropriate sanction(s). The Administrator shall serve as a resource to the Hearing Panel to help ensure that sanctions are reasonably consistent among similar cases.

f. The Hearing Panel may return the matter for additional investigation if the Hearing Panel determines that:

(i) The investigator failed to properly investigate the allegation and the failure was both substantial and to the student's detriment; or

(ii) There is new information that could substantially affect the outcome and the new information could not have been discovered before the issuance of the Final Report.

D-5. Either party may appeal a Hearing Panel's decision.

D-6. Sanctions imposed by the Hearing Panel shall generally not go into effect until either the time period for an appeal has expired and no appeal has been filed or until the decision is upheld on appeal. However, the CSA Officer may impose any sanction imposed by the Hearing Panel as an interim action pending the appeal.

E. APPEALS.

E-1. Any party may appeal the Administrator's or Hearing Panel's final decision. Appeals must be submitted in writing to the Administrator and must set forth the grounds for the appeal. The appeal must be filed no later than five days after the decision is delivered to the parties. The Administrator shall ensure that the parties receive a copy of the appeal.

E-2. Appeals are limited to the following grounds:

a. A procedural error occurred in the investigation process that significantly impacted the outcome of the hearing;

b. New information, unavailable during the investigation or hearing, that could substantially impact the original finding or sanction has been presented in the appeal documents;

c. The sanctions imposed are substantially disproportionate to the severity of the violation (the imposition of an administrative fee is not a sanction, and therefore cannot be appealed); or

d. The decision is not based on substantial information. A decision is based on substantial information if there

are facts in the case that, if believed by the fact finder, are sufficient to establish that a violation of the Code occurred.

E-3. An appeal shall be limited to a review of the decision, the Final Report, any written material considered in the decision, the recording of the hearing held before the Hearing Panel, and any written materials submitted with the appeal. Where an appeal is based on the discovery of new information, the new information may be considered only to determine whether the information was unavailable at the time of the decision and whether the new information could substantially impact the original finding or sanction.

E-4. Appeal Panel Procedures:

a. The chair of the SCB shall appoint three to five members of the SCB to serve on the Appeal Panel, and shall designate one member to serve as chair of the Appeal Panel. Any member who served on a Hearing Panel shall not serve on the Appeal Panel on the same case. A student may not serve as chair of an Appeal Panel.

b. In Title IX cases, the non-appealing party may file a response to the appeal within five days of the filing of the appeal.

c. The Appeal Panel shall issue a written decision. The decision should be issued within fifteen days of receiving the appeal. The chair of the Appeal Panel shall provide the written decision to the Administrator, who will then simultaneously provide the decision to the parties.

E-5. Results of the Appeal Panel. The Appeal Panel may:

a. uphold the Administrator's or Hearing Panel's decision;

b. uphold the finding that the Respondent violated the code, but revise the sanction(s);

c. return the matter for reconsideration; or

d. return the matter for additional investigation.

E-6. Unless the case is returned for reconsideration or to the investigator for additional investigation, the decision of the Appeal Panel is the final institutional decision. If the decision upholds the findings that the Respondent violated the Code, the sanctions imposed shall go into effect immediately.

F. Student Conduct Board.

F-1. The description and make-up of the SCB can be found in FSH 1640.83.

F-2. A member of the SCB shall not serve on any Hearing Panel or Appeal Panel in any case where the member has a conflict of interest or bias for or against either party.

F-3. If procedures call for the appointment of three or more members to serve on a Hearing Panel or Appeal

Panel, the chair of the SCB should endeavor to appoint at least one student to the Hearing Panel or Appeal Panel. A student may not serve as chair of the Hearing Panel or Appeal Panel. In disciplinary cases involving allegations of academic misconduct, a majority of the Hearing Panel or Appeal Panel should ordinarily be faculty members.

F-4. All members of the SCB must receive annual training as determined by DOS, the Title IX Coordinator, and/or the Office of General Counsel. A member cannot serve on either a Hearing Panel or Appeal Panel until the member has completed this training.

F-5. Proceedings before the SCB, whether before a Hearing Panel or Appeal Panel, are confidential and protected by the Family Educational Rights and Privacy Act (FERPA). In specific disciplinary cases, members of the SCB must protect the confidentiality of the information they receive in fulfilling their duties as members of the SCB. Panel members must not discuss specific cases or share any information regarding specific disciplinary cases or their deliberations with anyone other than the SCB Chair, the Office of General Counsel, the Administrator, or fellow panel members appointed to the same panel in that specific case, and in all such instances, the discussion or sharing of information must be reasonably necessary for the panel's consideration of the specific case.

G. USE OF A HEARING OFFICER.

G-1. In any case requiring a hearing before a panel of the SCB, the University may use a Hearing Officer to conduct that hearing.

G-2. The decision as to whether to appoint a Hearing Officer shall be made by the Administrator. The decision as to whether to appoint a Hearing Officer may not be appealed and may not be challenged on appeal as a procedural error.

G-3. The Hearing Officer may be appointed to serve as follows:

a. As a non-voting chair of the Hearing Panel whose duties are to run the hearing and ensure all proper procedures are followed;

b. As a voting chair of the Hearing Panel whose duties are to run the hearing, ensure that all proper procedures are followed, and to have a vote on the decision; or

c. As the chair and only member of the Hearing Panel whose duties are to run the hearing, ensure that all proper procedures are followed, and to issue the decision. When the Hearing Officer serves as the sole decision-maker, the Hearing Officer's decision shall be treated for all purposes the same as the decision of a Hearing Panel under the Code.

d. In cases involving allegations of academic dishonesty, a Hearing Officer may only be appointed as a non-voting chair of the Hearing Panel, but may not be appointed as a voting member of the Hearing Panel or as the chair and only member of the Hearing Panel.

G-4. The Administrator shall appoint the Hearing Officer from a list of Hearing Officers approved by the Office of General Counsel. The Hearing Officer must not have a conflict of interest or bias for or against either party.

G-5. The Office of General Counsel shall determine the appropriate qualifications for a person to serve as a Hearing Officer and shall make a list of approved Hearing Officers available to the Administrator.

H. INTERIM ACTION.

H-1. At any time before a final institutional decision, the CSA Officer, or designee, may impose restrictions on a student and/or separate the student from the University community pending the final institutional decision. If circumstances allow, the CSA Officer (or designee) should meet with the student prior to imposing the interim action.

H-2. Other than issuance of no contact orders, an interim action issued prior to a hearing before the Hearing Panel may only be imposed when the CSA Officer determines that the student represents a threat of serious harm to any person; the student is facing allegations of serious criminal activity; the action is necessary to preserve the integrity of the investigation; the action is necessary to preserve University property; and/or the action is necessary to prevent disruption of, or interference with, the normal operations of the University. After the Hearing Panel's decision, pending an appeal of the decision, the CSA Officer may impose a sanction issued by a Hearing Panel as an interim action at the discretion of the CSA Officer.

H-3. In any Title IX case, the investigator, in consultation with DOS, may issue a no contact order prohibiting the Respondent and/or the Complainant from contacting the other. A no contact order should be routinely issued in Title IX cases and there need not be a specific determination made as provided above.

H-4. Interim actions may include, but are not limited to, the following:

- a. Suspension from the University pending a final institutional decision;
- b. Issuance of a no contact order;
- c. Exclusion from University property;
- d. Removal from the residence halls;
- f. Removal from extracurricular activities, including participation on athletics teams;
- g. Withholding the award of a degree pending the conclusion of the investigation and hearing process; or
- h. Any other action deemed necessary and appropriate by the CSA Officer to maintain orderly and appropriate University operations.

H-5. Where a student is suspended from the University, or directed to not attend certain classes, alternative coursework options may be pursued, with the approval of the CSA Officer and the appropriate college dean, to ensure as minimal an impact as possible on the responding student.

H-6. An interim action must be made in writing and is effective when the CSA Officer delivers the Notice of Interim Action to the responding student either in person or by email sent to the student's official University of Idaho email account.

H-7. The Respondent may appeal the imposition of any interim action by filing an appeal with the CSA Officer. There are no formal procedures for this appeal, and the interim sanctions remain in effect unless overturned by the CSA Officer.

H-8. A violation of the provisions of an interim action shall be considered a violation of the Code.

I. SANCTIONS.

I-1. The following sanctions may be imposed upon any student determined to have violated the Code:

a. Warning: a written notice to the student.

b. Probation: a written reprimand accompanied by a probationary period during which the student must not violate the Code in order to avoid more severe disciplinary sanctions.

c. Loss of Privileges: denial of specified privileges for a designated period of time.

d. Restitution: compensation for loss, damage, or injury. This may take the form of appropriate service and/or monetary or material replacement.

e. Educational Sanctions: completion of work assignments, essays, service to the University, community service, workshops, or other related educational assignments.

f. Housing Suspension: separation of the student from University Housing for a definite period of time, after which the student is eligible to return. Conditions for return may be specified.

g. Housing Expulsion: permanent separation of the student from University Housing.

h. University Suspension: separation of the student from the University for a definite period of time, after which the student is eligible to return. Conditions for return may be specified.

i. University Expulsion: permanent separation of the student from the University.

j. Revocation of Admission and/or Degree: admission to or a degree awarded from the University may be revoked for fraud, misrepresentation, or other violation of University standards in obtaining the degree, or for

other serious violations committed by a student prior to graduation.

k. Withholding Degree: the University may withhold awarding a degree otherwise earned until the completion of all sanctions imposed.

I-2. More than one of the sanctions listed above may be imposed for any single violation.

I-3. A student who fails to comply with the sanction(s) imposed shall have a disciplinary hold placed on his/her record until the student complies with all sanctions imposed.

I-4. Disciplinary sanctions other than suspension, expulsion or revocation or withholding of a degree shall not be made part of the student's permanent academic record, but shall become part of the student's disciplinary record. Such sanctions shall be expunged from the student's disciplinary record seven (7) years after final disposition of the case.

I-5. The student shall be responsible for administrative and educational costs of any and all sanctions imposed for alcohol related violations.

J. MISCELLANEOUS.

J-1. Agreement: At any point during the disciplinary process prior to a final institutional decision, the Administrator and the parties may agree to an appropriate resolution without further investigation, hearing, or appeal. The agreed upon resolution may include the use of appropriate alternative dispute resolution methods.

J-2. Role of an Advisor: In accordance with the educational purpose of the Code, all students, including Respondents and Complainants, are expected to speak for themselves at all stages of proceedings under the Code, including, but not limited to, during the investigation, hearing, and any appeal. Any student may have an Advisor present at any time during any interview, meeting, or proceeding under the Code, but the Advisor's role is to advise the student, not to speak for the student or make any presentation on behalf of the student. The student may, at any time and for a reasonable period of time, confer with the Advisor. If the University official conducting the proceeding determines at any time that the Advisor is acting outside of these parameters, the Advisor may be required to leave the proceeding at the official's discretion. In appropriate circumstances, at the sole discretion of the University official conducting the proceeding, the University official may allow the Advisor to speak on behalf of the student and/or make a presentation on behalf of the student.

J-3. Fee: Any time a student is found to have violated the Code, DOS may charge the student an administrative fee of \$150. This is not considered a sanction and may not be appealed.

J-4. Parent Notification: The University may notify parents of students under the age of 21 when a student has been found to have committed a drug or alcohol-related violation. This is not considered a sanction, and the decision as to whether to notify the parents or not rests entirely within the discretion of DOS.

J-5. Training: All members of the SCB, the Administrator, the Title IX Coordinator, and the investigators shall receive annual training in accordance with the requirements of the policies of the Board of Regents of the University of Idaho and the Idaho State Board of Education (said policy is currently found at Section I, Subsection T), the Clery Act and implementing regulations (see, e.g., 34 C.F.R. § 668.46(k)(2)(ii)), and Title IX.

J-6. Timeframe: With the exception of the deadlines for filing an appeal (see section E) or for requesting a hearing before the SCB (see section D-1.b.), all other timeframes contained in the Code are suggested timeframes. While the timeframes should be followed absent exceptional circumstances, the failure to conduct any action within a designated timeframe is not grounds for appeal or reversal of any decision.

J-7. Interpretation: Any question of interpretation regarding the Code or these procedures will be referred to the CSA Officer or his/her designee for final determination.

J-8. Disclosure: The University will, upon written request, disclose to the alleged victim of any crime of violence (as that term is defined in section 16 of title 18, United States Code), or a non-forcible sex offense, the report on the results of any disciplinary proceeding conducted by the University against a student who is the alleged perpetrator of such crime or offense with respect to such crime or offense. If the alleged victim of such crime or offense is deceased as a result of such crime or offense, the next of kin of such victim shall be treated as the alleged victim for purposes of this paragraph.

J-9. Review by President: Any decision or action taken under the Code may be reviewed by the President at the President's discretion.

J-10. Review by Board of Regent's: Appeals of a final institutional decision to the Board of Regents must be made in accordance with Idaho State Board of Education Governing Policies and Procedures Section III.P.18.

Sexual Harassment

FSH 3220 Sexual Harassment

A. Policy.

A-1. The university must maintain a learning and work environment for students and employees that is fair, humane, and responsible. Sexual discrimination, including sexual harassment, interferes with the educational process and with the productivity of the faculty and staff; thus, it is inimical to the university.

A-2. Like discrimination on the basis of race, color, national origin, religion, sex, age, disability, or status as a Vietnam-era veteran, sexual harassment violates federal and state laws and the policies of the Board of Regents of the University of Idaho. It is, therefore, the policy of the University of Idaho to condemn sexual harassment.

PREVENTION AND AWARENESS PROGRAMS

The Dean of Students, Office of Civil Rights and Investigations, Office of Equity and Diversity and/or Human Resources oversee these programs.

Awareness and Bystander Intervention



I Got Your Back

"I got your back" is a campus-wide campaign that promotes Vandals taking care of each other to maintain a safe and inclusive community. The program offers a variety of trainings, events and interventions to educate students, faculty and staff on how to safely and effectively care for each other, step in when something isn't right, and offer appropriate resources. The website provides more comprehensive list of programs under the "I Got Your Back" initiative.

Green Dot

In contrast to historical approaches to violence prevention that have focused on victims and perpetrators, the Green Dot strategy is predicated on the belief that individual safety is a community responsibility and shifts the lens away from victims/perpetrators and onto bystanders. The overarching goal is to mobilize a force of engaged and proactive bystanders.



It's on US

"It's On Us" is a cultural movement aimed at fundamentally shifting the way we think and talk about sexual assault. The campaign seeks to reframe the conversation surrounding sexual assault in a way that empowers, educates, and engages college students to do something, big or small, to prevent it. A number of fraternities and student organizations recorded and posted videos online for the national campaign, "It's On Us". Each video is a group pledge to stop sexual assault using bystander intervention.

Prevent

Support

Respond

What will you do to make a safer campus?

Safe Zone

Safe Zone is a program at the University of Idaho which identifies faculty, staff, and students who can provide support and resources for lesbian, gay, bisexual, transgender, and questioning (LGBTQ) students, faculty, and staff. A Safe Zone sign indicates that the person who posted it is a person who will be understanding, non-judgmental, and trustworthy. Individuals will know that they can come to this person for help, advice, or just talk with someone who is supportive of their sexual orientation or gender identity. Safe Zone training is offered twice a semester to campus faculty, staff, and students who wish to establish a Safe Zone in their area. Also, Safe Zone training can be provided for any department and location.



Think About It

Think About It

The required safety program for first year undergraduates helps new students examine the interconnected issues of substance abuse, sexual violence, and healthy relationships.

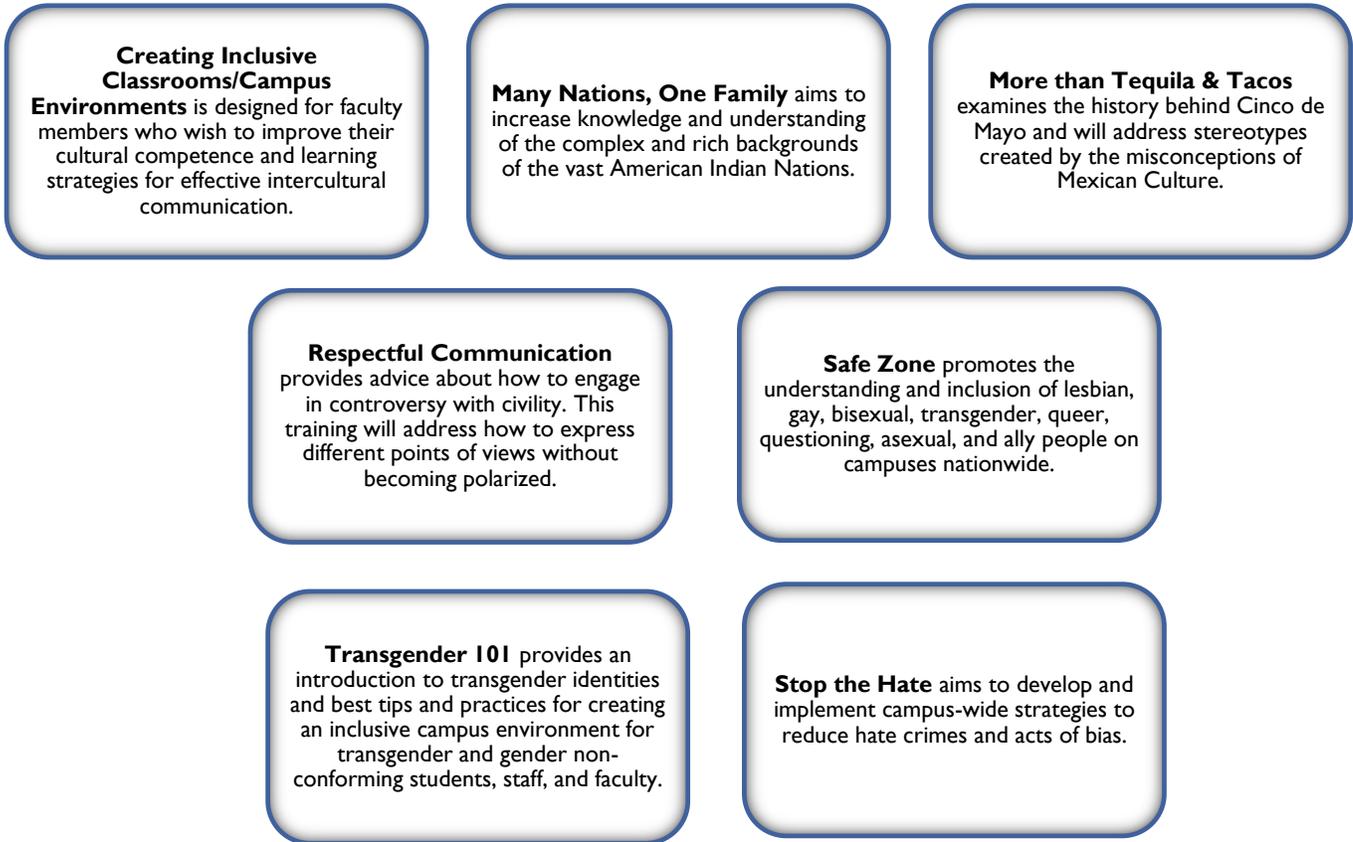
“Think About It” is an online training course which takes an advanced harm-reduction approach that resonates with students and empowers them to make healthy choices. All first-year, undergraduate UI students on the Moscow campus, under the age of 24 as of the first day of classes, are required to complete the “Think About It” program. Early completion incentives encourages students to complete the program before classes begin.

Presentations

The Violence Prevention Programs Office also offers a variety of presentations relating to interpersonal violence, often presented in partnership with Alternatives to Violence of the Palouse, our local community non-profit victim advocacy organization. Presentations on a variety of topics can be customized for classrooms, living groups, organizations and events.

Office of Equity and Diversity

The Equity and Diversity Unit offers many workshops, trainings, and events which explore various diversity issues, strive to break down social justice barriers and stereotypes, and celebrate differences and commonalities among all people and cultures. Trainings available to departments and units include:



An annual events calendar is available on the Office of Equity and Diversity web page.

TRAINING FOR FACULTY AND STAFF

Campus Security Authority Training

APM 95.14

A-3. Campus Security Authority (CSA): an Official of the University who has significant responsibility for student and campus activities, including, but not limited to, student housing, student discipline, and campus judicial proceedings, and to whom crimes are most likely to be reported. Campus security authorities for the University of Idaho include the following: (i) faculty advisers to student organizations, (ii) athletic team coaches, (iii) the Director of Athletics, (iv) the Senior Associate Athletics Director – Administration, (v) the Chair of the Department of Movement Sciences, (vi) the Assistant Vice President for Student Affairs, (vii) the Dean of Students, (viii) the Director of Greek Life, (ix) Campus Recreation Operations Supervisor, (x) Campus

Security Department, (xi) the Executive Director of Public Safety and Security, (xii) the Director of Emergency Management and Security Services, (xiii) the Risk Management Officer, (xiv) the Director of Housing, (xv) resident advisors, and (xvi) the Associate Vice Presidents of the Coeur d'Alene, Boise, and Idaho Falls Higher Education Centers.

Campus Security Authorities are obligated by federal law to report Clery Act Crimes. UI's online training program for Campus Security Authorities (CSAs) was updated in 2017. The updated training is available to anyone who has an active UI account and completions are recorded through Professional Development and Learning's training management system, as well as through the Clery Compliance Coordinator.

The Clery Compliance Coordinator works with College Deans, Associated Students and various stakeholders of the University of Idaho to identify CSA's who are advisors to student groups or organizations. Annually, the Clery Compliance Coordinator will notify all CSAs by email of their duties and the requirements to take CSA computer based training course.

C. Clery Crime Reporting Process. CSAs will immediately report all Clery Crimes that they either have first-hand knowledge of or that have been reported to them by following the process outlined below in C-1, C-2, and C-3. CSAs should not wait to report such Clery Crimes for any reason. A CSA's only duty is to report what they observe or what has been reported to them. CSAs do not investigate the reported Clery Crime or assess the validity of the reported Clery Crime. A CSA must provide as much information about the incident as possible. If a CSA is in doubt on whether to report an incident or not, they should err on the side of caution and report the incident. Where appropriate, OPSS will issue a Timely Warning or Emergency Notification to the campus community – students, staff, faculty, and possibly visitors.

A Resident Advisor Shall:

In an Emergency:

Call 911

Immediately call to notify the resident supervisor on staff at (208) 669-1156.

The resident advisor will then enter the information in the Advocate system for reporting incidents and crimes.

The Resident Supervisor shall immediately notify OPSS of all Clery Crimes reported to them by calling Campus Security's 24/7 number: (208) 874-7550.

All other CSAs shall:

In an Emergency:

- Call 911.
- Immediately notify OPSS by calling Campus Security's 24/7 number (208) 874-7550

- Complete an online Report a Crime form accessible from the OPSS website: <http://www.uidaho.edu/public-safety-and-security/emergency-management>, or call Campus Security's 24/7 number at 208-874-7550. [rev. 2-15]

In Non-Emergencies:

Immediately complete an online Report a Crime Form, found at <http://www.uidaho.edu/public-safety-and-security/emergency-management> or call Campus Security's 24/7 number at 208-874-7550. [rev. 2-15]

VandalCare Team

The CARE team is an interdisciplinary group of trained professionals who collaborate with campus departments, faculty and staff to help distressed individuals.

The Vandal CARE Team functions as part of the Division of Student Affairs.

Task of the CARE Team:

1. Educate the Campus Community about the function of the CARE Team and provide venues to communicate with the CARE team about students, faculty and staff of concern.

2. Assess individuals of concern.

Gather information to assess the situation.

Centralize the collection and assessment of concerning behavior.

3. Coordinate the Response to distressed students, faculty and staff. Ensure that services, support, and resources are deployed effectively. Possible responses might include:

Consultation with University personnel about how to intervene with the person of concern.

Care and concern outreach by the CARE Team or other designated faculty or staff.

Refer and connect students, faculty and staff with appropriate campus and community resources.

Completion of suicide behavior reporting form.

Referral to campus Threat Assessment Team

4. Continue to Evaluate, Monitor and follow-up with the person of concern.

Membership on the Vandal CARE team includes the Dean of Students, Director of the Counseling & Testing Center, Associate Dean of Students, Office of Civil Rights & Investigations, representatives from University Housing & Residence Life and Fraternity & Sorority Life, and partners such as the Moscow Police Department, Campus Security and other University staff and faculty as needed.

Threat Assessment and Management Team

As part of a larger and institution-wide commitment to a safe campus and workplace environment, the University of Idaho's Threat Assessment and Management Team is charged with developing comprehensive fact-based assessments of students, employees or other individuals who may present a threat to the university.

The team includes representatives from Academic Affairs, Student Affairs, Human Resources and the Moscow Police Department.

The team also includes a clinical psychologist from the University's Counseling and Testing Center. University General Counsel serves as an adviser to the Threat Assessment and Management Team. The team is chaired by the Executive Director of Emergency Management and Security Services or other University Designee.

The Threat Assessment and Management Team:

Is empowered to take timely and appropriate action consistent with university policy and applicable law.

Collaborates with the campus community in the development of preventative measures – including implementing plans and protocols for responding to credible threats and acts of violence.

Reviews and develops threat assessment and response policies and procedures.

Crime Prevention Programs

Public Programs – MPD

In 2017, the Moscow Police Department partnered with the University of Idaho to provide 24 public programs aimed at crime prevention to various groups on campus including fraternities and sororities.

Deterrence – The Campus Security Team:

is on patrol 24 hours a day, 7 days a week – including holidays and academic breaks.

Provides crime deterrence through random patrols and watching for potentially hazardous situations and criminal activity.

Works in collaboration with Moscow Police Department, Fire and Paramedics.

Partners with the University's Facilities Department and Building Services: reporting maintenance issues, property damage and physical security concerns.

The Team provides complimentary services like:

- Campus Information
- Campus SAFEWALKs
- Jump Starts
- Loaner gas can
- Assistance with after-hour building and office lockouts.
- Substance Abuse Education Programs

- Alcohol and Other Drugs Programs

All incoming students complete Think-About-It, a web-based alcohol/sexual assault prevention program. The University of Idaho added an Alcohol and Other Drugs (AOD) Program Coordinator in 2014 which is now housed at Vandal Health Education. Using a peer education model, outreach workshops are offered to living groups, classes, and other student clubs and organizations. Programs included Alcohol 101, Red Watch Band, How to Help a Friend, Marijuana & Other Drugs, and House Party. During the 2017-2018 school year, 1,310 students attended these programs. AOD also hosts and promotes e-CHECKUP TO GO with 133 students completing in 2017-2018 and partnered with the Counseling & Testing Center to offer alcohol and marijuana screenings with brief interventions throughout the year, reaching 891 students in 2017-2018. AOD leads efforts on Prescription Drug Take-Back Days, helps promote a Tobacco Free Campus, and contributes to offering more late night programming. AOD together with Moscow Police Department increased the RX drugs collected at their take back events by over 6 times in comparison to last year's record.

Campus-Community Coalition

The Campus-Community Coalition on Reducing Risk Related to Alcohol and Other Drugs Use (CCC) promotes and fosters working relationships and communication among a variety of stakeholders with the goal of improving our community's health, safety and quality of life as it relates to alcohol and other drugs use. The University of Idaho is also a member of the Idaho College of Health Coalition which works to improve prevention efforts regarding alcohol and prescription drug misuse.

Dean of Students Office

The Office of Dean of Students coordinates programs in substance abuse education for students, including:

Alcohol Awareness Week

The weeklong event raises awareness about alcohol through different student activities including guest speakers and forums in student living groups and places of public assembly.

Leadership Training

Alcohol awareness and substance abuse training for athletes, fraternity/sorority leaders, residence hall officers, resident advisors and various other student groups.

New Student Orientation

Orientation for new students includes discussions on substance abuse and wellness issues. For more information read Alcohol & Other Drugs Policy, available on the Dean of Students Website.

CLERY ACT STATISTICS

MOSCOW CAMPUS

CRIME STATISTICS – MOSCOW

University of Idaho, Moscow Campus

Offense	On Campus Property			**Residence Facilities			Non-Campus			Public Property		
	2016	2017	2018	2016	2017	2018	2016	2017	2018	2016	2017	2018
Murder – Non-Negligent Manslaughter	0	0	0	0	0	0	0	0	0	0	0	0
Negligent Manslaughter	0	0	0	0	0	0	0	0	0	0	0	0
Sex Offense, Rape	2	2	1	2	2	1	1	4	1	0	0	0
Sex Offense, Fondling	0	3	4	0	3	4	1	1	0	0	0	0
Sex Offense, Incest	0	0	0	0	0	0	0	0	0	0	0	0
Sex Offense, Statutory Rape	0	0	0	0	0	0	1	0	0	0	0	0
Robbery	0	0	0	0	0	0	0	0	0	0	0	0
Aggravated Assault	0	0	0	0	0	0	1	1	0	0	0	0
Burglary	1	3	2	1	1	1	1	2	1	0	0	0

Motor Vehicle Theft	1	1	0	0	0	0	0	0	0	1	0	0
Arson	0	0	0	0	0	0	0	0	0	0	0	0
Domestic Violence	1	0	1	0	0	1	0	0	0	1	0	0
Dating Violence	0	5	2	0	4	1	0	1	0	0	0	0
Stalking	5	1	2	0	0	0	0	0	0	0	0	0

**Crime reported in Residential Facilities column are included in the On Campus Category as well.

Arrests and Referrals - Moscow

University of Idaho, Moscow Campus												
Offense	On Campus Property			**Residential Facilities			Non-Campus			Public Property		
	2016	2017	2018	2016	2017	2018	2015	2016	2017	2016	2017	2018
Liquor Law Violations – Arrests	23	32	31	6	10	13	5	2	1	29	34	15
Liquor Law Violations – Referred for Disciplinary Action	74	75	63	73	67	58	6	6	6	0	1	3
Drug Law Violations - Arrests	32	57	31	4	28	17	0	0	0	5	10	0

Drug Law Violations Referred for Disciplinary Action	32	22	23	24	20	18	2	1	0	2	6	1
Illegal Weapons Possession Arrests	0	0	0	0	0	0	0	0	0	0	0	0
Illegal Weapons Possession – Violations Referred for Disciplinary Action	0	0	0	0	0	0	0	0	0	0	0	0

**Crimes reported in the Residential Facilities column are included in the On Campus category.

Hate Crimes – Moscow

2016	2017	2018
No hate crimes reported	No hate crimes reported	No hate crimes reported

Unfounded Crimes - Moscow

In 2015 the United States Department of Education clarified changes made to the Clery Act by the Violence Against Women Reauthorization Act (VAWA). The Department of Education now requires disclosure of crimes formally deemed “unfounded” by sworn or commissioned law enforcement personnel.

The following table notes crimes determined to be “unfounded” for each of the three most recent calendar years. These unfounded crimes were not previously listed in the University of Idaho’s Clery crime statistics.

2016	2017	2018
There was One (1) unfounded crime in 2016.	There were no unfounded crimes in 2017.	There were no unfounded crimes in 2018.

The University of Idaho's Boise Center for Higher Education is located at the Idaho Water Center, 322 East Front Street, Boise, Idaho. The Boise Center does not have campus residences.



University of Idaho
Boise

UI Centers for Higher Education

BOISE CAMPUS

Boise Campus Reporting Procedures

Reporting Emergencies and Crimes

Step 1: Dial 911.

In most cases, such as fire, hazardous materials release, terrorist/criminal activity, or earthquake, the appropriate number to call is 911.

OR, if it is a utility failure or utility problem, call University of Idaho Boise Facilities and Operations Manager at 208-364-6137 or 208-364-6157 or the property manager, Cody Barlow with Oppenheimer Development Corporations 208-514-9367.

Step 2: Notify Boise's CEO and Operations Manager at the numbers below.

Also available to the University of Idaho community

Boise Center – CEO 322 E. Front St., STE. 350	208-364-4041
Facilities & Operations Manager 322 E. Front St., STE 324	208-364-6137

BOISE CENTER LAW ENFORCEMENT

The agency providing law enforcement services to the Boise Center is the Boise Police Department. The Boise Police Department has full police authority to investigate, apprehend and arrest, and to enforce applicable laws and ordinances at the center. The University does not have a contract with the Boise Police Department for law enforcement services.

If minor offenses involving University rules and regulations are committed by a University student, the police may also refer the individual to the disciplinary division of Student Affairs.

in Boise: Two online forms are available under Security Services on the Public Safety and Security website.

- **Silent Witness:** Anyone can submit a report through the Silent Witness form. The submitter has the option to remain anonymous.
- **Clery Incident Report:** This form is designed for Campus Security Authorities (CSAs). The CSA reporting tool also has required fields so that the Office of Public Safety and Security, Dean of

Students Office, Title IX Coordinator, Law Enforcement and/or other applicable parties may obtain further information in order to properly report, investigate, and provide necessary services if needed.

Important Phone Numbers - Boise Campus

EMERGENCY HELP	911
CHEMICAL SPILLS	
FIRE/AMBULANCE	

Reporting Crimes		
Boise City Police Department	333 N. Mark Stall Place, Boise, ID	208-377-6790
Boise Center		
CEO Boise	322 E. Front St., Ste. 350, Boise, ID	208-364-4002
Facilities & Operations Manager	322 E. Front St., Ste. 324 Boise, ID	208-364-6137

For Medical Treatment		
St. Alphonsus Regional Medical Center	1055 N. Curtis Rd. Boise, ID	208-367-3221
St. Luke's Boise Medical Center	190 E. Bannock St. Boise, ID	208-381-2222
Treasure Valley Hospital	8800 W. Emerald St. Boise, ID	208-373-5000

Reporting Assistance		
Women's & Children's Alliance, 720 W. Washington St., Boise, ID	24-hour Rape Crisis Hotline	208-345-7273
	24-hour Domestic Abuse Crisis Hotline	208-343-7025
Employee Assistance Program		
Crisis Services 24-hour Line		800-833-3031
Monday-Friday 8:00 a.m. – 5:00 p.m.		800-999-1077
Other University of Idaho, Moscow Phone Numbers		
University of Idaho Emergency Updates (Active in Emergencies)		208-885-1010
Environmental Health & Safety <i>Hazardous Materials/Lab Safety/Building Safety/Occupational Safety</i>		208-885-6524
Office of Public Safety & Security		208-885-2254
Office of Civil Rights & Investigations		208-885-4285
Office of Equity and Diversity <i>The University of Idaho's non-discrimination policies, including bias or sexual harassment prevention and response.</i>		208-885-2468
Ombuds Office <i>Confidential, impartial and informal conflict resolution assistance</i>		208-885-7668
Violence Prevention Programs		208-885-6757
Counseling and Testing Center <i>Free and confidential counseling services for students</i>		208-885-6716
<p>University of Idaho Boise Students have access to Boise State Student Services through an MOU with BSU. Information can be found following this link:</p> <p>http://www.uidaho.edu/boise/boise-academics/student-services/health-wellness</p>		

Dean of Students/Student Affairs	208-885-6757
Human Resources	208-885-3638
Confidential Hotline – Unethical, illegal or unsafe conduct in workplace	800-775-1056
Behavior of Concern <i>If you see something, say something! If you notice behavior of concern in students, staff, faculty or visitors, please seek advice from Public Safety & Security and/or Campus Security.</i>	208-885-2254
Behavior of Concern – Call Boise Police Department	208-377-6790

Boise Water Center Emergency Response Plan

Idaho Water Center Emergency Handbook – September 2016

The sections of this manual describe the procedure of handling emergency situations. Most emergencies can be avoided, and it is the responsibility of every occupant of the building to help reduce the likelihood of an emergency from ever occurring.

Procedures are listed in the handbook for the following emergency situations:

- Fire and Other Incidents
- Bomb Threat
- Civil Disorder
- Crime and Security
- Earthquake
- Elevator Failure

The Idaho Water Center is equipped with certain systems which operate only in the event of an emergency. They are tested on a continuing basis to ensure the systems will function properly in an emergency. Emergency systems include automatic reporting of fire alarms, training on emergency equipment, emergency power generator, emergency lighting, elevator recall, emergency exit hardware, fire alarm pull boxes, fire extinguishers, HVAC and fire alarms, smoke and heat detectors and fire sprinkler systems.

University of Idaho, Boise Center for Higher Education									
Offense	On Campus Property			Non-Campus			Public Property		
	2016	2017	2018	2016	2017	2018	2016	2017	2018
Murder – Non-Negligent Manslaughter	0	0	0	0	0	0	0	0	0
Negligent Manslaughter	0	0	0	0	0	0	0	0	0
Sex Offense, Rape	0	0	0	0	0	0	0	0	0
Sex Offense, Fondling	0	0	0	0	0	0	0	0	0
Sex Offense, Incest	0	0	0	0	0	0	0	0	0
Sex Offense, Statutory Rape	0	0	0	0	0	0	0	0	0
Robbery	0	0	0	0	0	0	0	0	0
Aggravated Assault	0	0	0	0	0	0	0	0	0
Burglary	0	0	0	0	0	0	0	0	0
Motor Vehicle Theft	0	0	0	0	0	0	0	0	0
Arson	0	0	0	0	0	0	0	0	0
Domestic Violence	0	0	0	0	0	0	0	0	0
Dating Violence	0	0	0	0	0	0	0	0	0
Stalking	0	0	0	0	0	0	0	0	0

Arrests and Referrals:	On Campus Property			Non-Campus			Public Property		
Liquor Law Violations – Arrests	0	0	0	0	0	0	0	0	0
Liquor Law Violations – Referrals	0	0	0	0	0	0	0	0	0
Drug Law Violations – Arrests	0	0	0	0	0	0	0	0	0
Drug Law Violations – Referrals	0	0	0	0	0	0	0	0	0
Illegal Weapons Possession - Arrests	0	0	0	0	0	0	0	0	0
Illegal Weapons Possession - Referrals	0	0	0	0	0	0	0	0	0
Hate Crimes: No hate crimes reported for 2016, 2017, and 2018.									
Unfounded Crimes: No unfounded crimes reported in 2016, 2017, and 2018.									

The University of Idaho's Coeur d'Alene Center for Higher Education is located at 1031 North Academic Way, Coeur d'Alene, Idaho. The Coeur d'Alene Center does not have any campus residences.



University of Idaho
Coeur d'Alene

Coeur d'Alene Center for Law Enforcement

The agency providing law enforcement services to the Coeur d'Alene Center is the Coeur d'Alene Police Department. The Coeur d'Alene Police Department has full police authority to investigate, apprehend and arrest and to enforce applicable laws and ordinances on the campus. The university does not have a contract with the Coeur d'Alene Police Department for law enforcement services.

If minor offenses involving university rules and regulations are committed by a university student, the police may also refer the individual to the disciplinary division of Student Affairs.

Coeur d'Alene Reporting Procedures

In the event of an Emergency or Life-Threatening Incident dial 911 at any time during the day or night for immediate assistance. After reporting the incident to the police, the incident should be reported to the appropriate University officials. For Coeur d'Alene Center contact AVP/CEO of Northern Idaho at 208-667-2588 or 1031 N. Academic Way, Ste. 242, Coeur d'Alene, ID.

Also available to the University of Idaho community in Coeur d'Alene: Two online forms are available under Security Services on the Public Safety and Security website.

- **Silent Witness:** Anyone can submit a report through the Silent Witness form. The submitter has the option to remain anonymous.
- **Clery Incident Report:** This form is designed for Campus Security Authorities (CSAs). The CSA reporting tool also has required fields so that the Office of Public Safety and Security, Dean of Students Office, Title IX Coordinator, Law Enforcement and/or other applicable parties may obtain further information in order to properly report, investigate, and provide necessary services if needed.

Coeur d'Alene Center Emergency Response Plan

UI Coeur d'Alene Harbor Center Emergency Response Plan – July 2008

The University of Idaho Coeur d'Alene Emergency Response Plan is an adjunct to the University of Idaho (Comprehensive) Emergency Management Plan, as are the other unit plans. Together they provide the overall emergency plan for the entire campus. The University of Idaho (Comprehensive) Emergency Management Plan establishes an emergency leadership and organizational structure.

Follow these important steps when there is an emergency:

- Confirm and evaluate conditions.
- Report the incident immediately.
- Follow instructions from emergency staff precisely.
- Follow this emergency response plan.
- Issue clear and consistent emergency notifications. Use all available communication tools.
- If there is no power and/or telephone systems are not functioning, emergency communications will be profoundly restricted and the University of Idaho will use messengers, radios, and cellular phones.

Important Phone Numbers – Coeur d’Alene Campus

EMERGENCY HELP		911
CHEMICAL SPILLS		
FIRE/AMBULANCE		
Reporting Crimes		
Coeur d’Alene City Police	3818 Schreiber Way, Coeur d’Alene, ID	208-769-2320
Coeur d’Alene Center		
AVP/CEO of Northern Idaho	1031 N. Academic Way, Ste. 242 Coeur ‘Alene	208-667-2588
For Medical Treatment		
Kootenai Medical Center	2003 Kootenai Health Way Coeur d’Alene, ID	208-625-4000
Reporting Assistance		
Safe Passage Violence Prevention Center 850 N. 4 th St. Coeur d’Alene, ID	24-hour Rape Crisis Hotline	208-664-9303

Employee Assistance Program	
Crisis Services 24-hour Line	800-833-3031
Monday-Friday 8:00 a.m. – 5:00 p.m.	800-999-1077
Other University of Idaho, Moscow Phone Numbers	
University of Idaho Emergency Updates (Active in Emergencies)	208-885-1010
Environmental Health & Safety <i>Hazardous Materials/Lab Safety/Building Safety/Occupational Safety</i>	208-885-6524
Office of Public Safety & Security	208-885-2254
Office of Civil Rights & Investigations	208-885-4285
Office of Equity and Diversity <i>The University of Idaho's non-discrimination policies, including bias or sexual harassment prevention and response.</i>	208-885-2468
Ombuds Office <i>Confidential, impartial and informal conflict resolution assistance</i>	208-885-7668
Violence Prevention Programs	208-885-6757
Counseling and Testing Center <i>Free and confidential counseling services for students</i>	208-885-6716
Dean of Students/Student Affairs	208-885-6757
Human Resources	208-885-3638
Confidential Hotline – Unethical, illegal or unsafe conduct in workplace	800-775-1056
Behavior of Concern <i>If you see something, say something! If you notice behavior of concern in students, staff, faculty or visitors, please seek advice from Public Safety & Security and/or Campus Security.</i>	208-885-2254

University of Idaho, Coeur d’Alene Center for Higher Education									
Offense	On Campus Property			Non-Campus			Public Property		
	2016	2017	2018	2016	2017	2018	2016	2017	2018
Murder – Non-Negligent Manslaughter	0	0	0	0	0	0	0	0	0
Negligent Manslaughter	0	0	0	0	0	0	0	0	0
Sex Offense, Rape	0	0	0	0	0	0	0	0	0
Sex Offense, Fondling	0	0	0	0	0	0	0	0	0
Sex Offense, Incest	0	0	0	0	0	0	0	0	0
Sex Offense, Statutory Rape	0	0	0	0	0	0	0	0	0
Robbery	0	0	0	0	0	0	0	0	0
Aggravated Assault	0	0	0	0	0	0	0	0	0
Burglary	0	0	0	0	0	0	0	0	0
Motor Vehicle Theft	0	0	0	0	0	0	0	0	0
Arson	0	0	0	0	0	0	0	0	0
Domestic Violence	0	0	0	0	0	0	0	0	0
Dating Violence	0	0	00	0	0	0	0	0	0
Stalking	0	0	0	0	0	0	0	0	0

Arrests and Referrals:	On Campus Property			Non-Campus			Public Property		
Liquor Law Violations – Arrests	0	0	0	0	0	0	0	0	0
Liquor Law Violations – Referrals	0	0	0	0	0	0	0	0	0
Drug Law Violations – Arrests	0	0	0	0	0	0	0	0	0
Drug Law Violations – Referrals	0	0	0	0	0	0	0	0	0
Illegal Weapons Possession - Arrests	0	0	0	0	0	0	0	0	0
Illegal Weapons Possession - Referrals	0	0	0	0	0	0	0	0	0
Hate Crimes: No hate crimes reported for 2016, 2017, and 2018.									
Unfounded Crimes: No unfounded crimes reported in 2016, 2017, and 2018.									



The Idaho Falls Center for Higher Education is located at 1776 Science Center Drive, Suite 306, Idaho Falls, and is part of the Idaho State University/University of Idaho Center for Higher Education at University Place. The Idaho Falls Center does not have campus residences for University of Idaho students.

Idaho Falls Center Law Enforcement

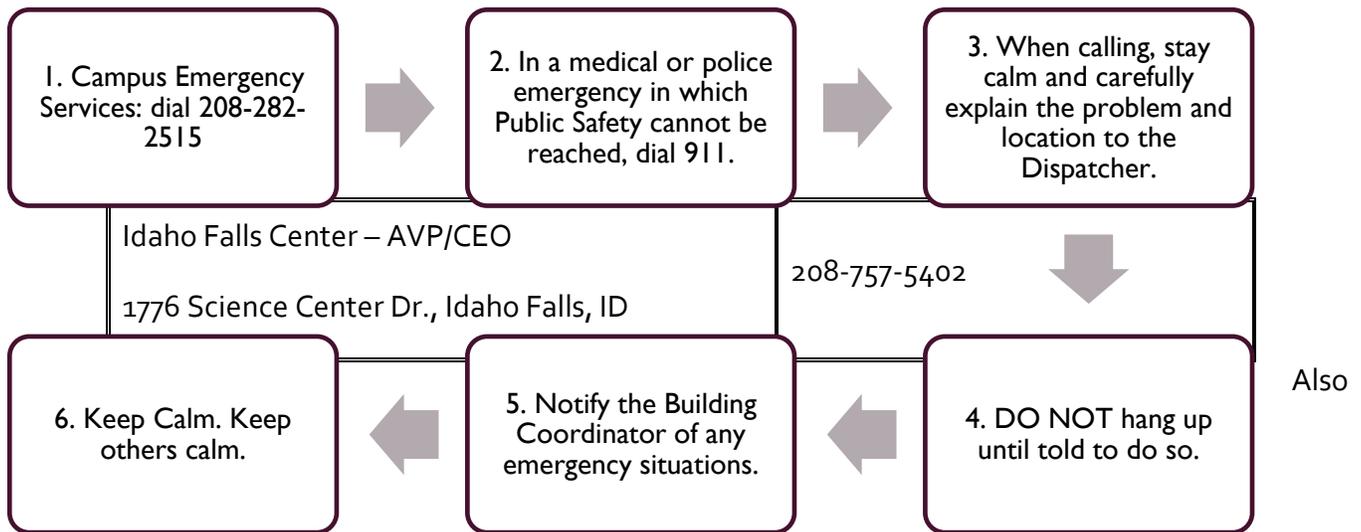
The agency providing law enforcement services to the Idaho Falls Center is the Idaho Falls Police Department. The Idaho Falls Police Department has full police authority to investigate, apprehend and arrest, and to enforce applicable laws and ordinances on the campus. The University does not have a contract with the Idaho Falls Police Department for law enforcement services.

If minor offenses involving University rules and regulations are committed by a University student, the police may refer the individual to the disciplinary division of Student Affairs.

Unique to Idaho Falls, on-site non-police or emergency security is also provided by Idaho State University Public Safety. Idaho State University’s Public Safety employees do not possess the arrest authority of a police officer.

Idaho Falls Reporting Procedures

Procedures at the Idaho Falls Center for Higher Education are official procedures of Idaho State University (ISU). Per an agreement with ISU and UI, UI employees report crimes to ISU’s Public Safety Office.



available to the University of Idaho community in Idaho Falls: Two online forms are available under Security Services on the Public Safety and Security website. University of Idaho, Idaho Falls location also reports crimes to the Idaho State University Public Safety through an agreement with ISU/UI.

- **Silent Witness:** Anyone can submit a report through the Silent Witness form. The submitter has the option to remain anonymous.

- **Clery Incident Report:** This form is designed for Campus Security Authorities (CSAs). The CSA reporting tool also has required fields so that the Office of Public Safety and Security, Dean of Students Office, Title IX Coordinator, Law Enforcement and/or other applicable parties may obtain further information in order to properly report, investigate, and provide necessary services if needed.

Important Phone Numbers – Idaho Falls

EMERGENCY HELP	911
CHEMICAL SPILLS	
FIRE/AMBULANCE	

Reporting Crimes		
Idaho Falls Police Department	605 North Capital Avenue Idaho Falls, ID	208-529-1200
Idaho Falls Center Center		
AVP/CEO of Idaho Falls	1776 Science Center Dr., Suite 306 Idaho Falls, ID	208-757-5402
Public Safety for Idaho Falls Center		208-282-2515

For Medical Treatment		
Eastern Idaho Regional Medical Center	3100 Channing Way Idaho Falls, ID	208-529-6111

Employee Assistance Program	
Crisis Services 24-hour Line	800-833-3031
Monday-Friday 8:00 a.m. – 5:00 p.m.	800-999-1077

Reporting Assistance		
Family Services Alliance	24-hour Crisis Hotline	208-251-4357

Other University of Idaho, Moscow Phone Numbers	
University of Idaho Emergency Updates (Active in Emergencies)	208-885-1010
Environmental Health & Safety <i>Hazardous Materials/Lab Safety/Building Safety/Occupational Safety</i>	208-885-6524
Office of Public Safety & Security: Moscow	208-885-2254
ISU's Office of Public Safety	208-282-2515
Office of Civil Rights & Investigations	208-885-4285
Office of Equity and Diversity <i>The University of Idaho's non-discrimination policies, including bias or sexual harassment prevention and response.</i>	208-885-2468
Ombuds Office <i>Confidential, impartial and informal conflict resolution assistance</i>	208-885-7668
Violence Prevention Programs	208-885-6757
Counseling and Testing Center <i>Free and confidential counseling services for students</i>	208-885-6716
Dean of Students/Student Affairs	208-885-6757
Human Resources	208-885-3638
Confidential Hotline – Unethical, illegal or unsafe conduct in workplace	800-775-1056
Behavior of Concern <i>If you see something, say something! If you notice behavior of concern in students, staff, faculty or visitors, please seek advice from Public Safety & Security and/or Campus Security.</i>	208-885-2254 (UI) 208-282-2515 (ISU)

Emergency Response Policies and Procedures

Policies and procedures for emergency response at University Place in Idaho Falls (which includes both UI and ISU) is under ISU's Department of Public Safety as provided for in the ISU/UI Agreement. This comprehensive Emergency Response Plan is available on the ISU website.

The purpose of University Place's Emergency Response Plan (coordinated by ISU with collaboration from the Idaho Falls Emergency Management team) is to develop a simple emergency management capability that can take immediate steps to respond to the effects of an emergency, preserve life, protect property, provide assistance, and coordinate the university's continuity of academic and business operations.

The overall objective is to ensure the effective management of emergency efforts involved in preparing for and responding to situations associated with emergencies. Specifically this will include:

- Overall managing and coordinating of emergency operations includes on-scene Incident management;
- Coordinating or maintaining liaisons with appropriate federal, state, and other local governmental agencies and appropriate private sector organizations;
- Requesting and allocating resources and other related support;
- Establishing priorities, and adjudicating conflicting demands for support;
- Coordinating inter-jurisdictional mutual aid;
- Activating and using communication systems;
- Preparing and disseminating emergency public information;
- Disseminating community warnings and alerts;
- Managing the movement and reception of persons in the event an evacuation is ordered;
- Collecting, evaluating and disseminating damage information and other essential data;
- Responding to requests for resources and other support;
- Restoring essential services.

Evacuation Drill Policy

1. Evacuation drills shall be conducted at least once every year at unexpected times and under varying conditions to simulate the unusual conditions that occur should an evacuation be necessary. These drills may be obstructed, (having various means of exit made temporarily unavailable) in order to familiarize occupants with secondary routes of evacuation, or unobstructed.

2. The Building Coordinator and Public Safety will schedule evacuation drills at least one week prior to the drill.
3. Evacuation drills shall involve all occupants. Everyone shall leave the building when the fire alarm sounds. Exceptions are strongly discouraged. It may be advisable to notify anyone needing special assistance prior to the planned evacuation drills.
4. In the conduct of drills, emphasis shall be placed upon orderly evacuation under proper discipline rather than upon speed. The Building Coordinator and Floor Proctors are expected to perform their assigned duties as if in an actual emergency.
5. Provisions should be made for timing and evaluating the orderliness of each drill. The Public Safety Department will provide Evacuation Drill Report forms.

Emergency Response Training & Exercise

The Idaho Falls Emergency Response team attended Management 361 training provided by TEEX through FEMA on May 16 through May 18, 2017 in Pocatello, Idaho.

UI employees at Idaho Falls campus attended Earthquake preparedness (Great Idaho Shakeout) Presentation on October 18, 2017 in the Pond SUB North/Middle Fork Rooms.

On June 2, 2017 UI employees participated in an Argon Gas leak Evacuation Drill.

CRIME STATISTICS – IDAHO FALLS

University of Idaho, Idaho Falls Center for Higher Education									
Offense	On Campus Property			Non-Campus			Public Property		
	2016	2017	2018	2016	2017	2018	2016	2017	2018
Murder – Non-Negligent Manslaughter	0	0	0	0	0	0	0	0	0
Negligent Manslaughter	0	0	0	0	0	0	0	0	0
Sex Offense, Rape	0	0	0	0	0	0	0	0	0
Sex Offense, Fondling	0	0	0	0	0	0	0	0	0
Sex Offense, Incest	0	0	0	0	0	0	0	0	0
Sex Offense, Statutory Rape	0	0	0	0	0	0	0	0	0
Robbery	0	0	0	0	0	0	0	0	0
Aggravated Assault	0	0	0	0	0	0	0	0	0
Burglary	0	0	0	0	0	0	0	0	0
Motor Vehicle Theft	0	0	0	0	0	0	0	0	0
Arson	0	0	0	0	0	0	0	0	0
Domestic Violence	0	0	0	0	0	0	0	0	0
Dating Violence	0	0	0	0	0	0	0	0	0
Stalking	0	0	0	0	0	0	0	0	0

Arrests and Referrals:	On Campus Property			Non-Campus			Public Property		
Liquor Law Violations – Arrests	0	0	0	0	0	0	0	0	0
Liquor Law Violations – Referrals	0	0	0	0	0	0	0	0	0
Drug Law Violations – Arrests	0	0	0	0	0	0	0	0	0
Drug Law Violations – Referrals	0	0	0	0	0	0	0	0	0
Illegal Weapons Possession - Arrests	0	0	0	0	0	0	0	0	0
Illegal Weapons Possession - Referrals	0	0	0	0	0	0	0	0	0
Hate Crimes: No hate crimes reported for 2016, 2017, and 2018.									
Unfounded Crimes: No unfounded crimes reported in 2016, 2017, and 2018.									

The McCall Field Campus is located at 1800 University Lane, McCall, ID 83638. The McCall Center for Higher Education has seven (7) Residential facilities.



McCall Field Campus Law Enforcement

The agency providing law enforcement services to the McCall Field Campus and McCall Outdoor Science Center is McCall Police Department. McCall Police Department has full police authority to investigate, apprehend and arrest and to enforce applicable laws and ordinances on campus. The University does not have a contract with the McCall Police Department for law enforcement services.

If minor offenses involving University rules and regulations are committed by a University Student, the police may also refer the individual to the disciplinary division of Student Affairs.

McCall Field Campus Reporting Procedures

After the immediate threats have been addressed and 911 or another appropriate form of emergency medical dispatch has been reached, staff and students should follow this communication tree.

1. Get a clear understanding of the situation. When in doubt, call your supervisor, or team leader and pass it up the chain.
2. Contact a MOSS Program Coordinator: 208-885-1085
 - Beth Kochevar
 - Leslie Dorsey
3. A program coordinator will contact the MOSS Risk Manager
 - Gary Thompson
4. The Risk Manager will contact the next appropriate person in the MOSS/U of I Administration.
 - Greg Fizzell, MOSS Program Director
 - Lee Vierling, MOSS Executive Director
5. When in doubt you always have access to support from the University of Idaho Office of Public Safety and Security.
 - <http://www.uidaho.edu/infrastructure/pss>

- Office: 208-885-7179
- Active in Emergency Hotline: 208-885-1010
- Email: emergency@uidaho.edu

6. Once the incident and its initial response is over, the Risk Manager or next available staff will coordinate with witnesses to make sure an accurate and timely incident report is filled out.

At no point should a MOSS faculty or staff member speak with the public or a parent regarding an incident without coordination with the Risk Manager, U of I Administration and/or the College of Natural Resources.

Important Phone Numbers – McCall Field Campus

EMERGENCY HELP	911
CHEMICAL SPILLS	
FIRE/AMBULANCE	



For Medical Treatment		
St. Luke's McCall Medical Center	1000 State St. McCall, ID 83638	208-634-2221

Reporting Crimes		
McCall Police Department (Non-Emergency)	216 East Park Street McCall, ID 83638	208-634-7144 208-382-5160 (After Hours)

Reporting Assistance		
Counseling and Testing Center	1210 Blake Ave. Moscow, ID	208-885-6716
Uofl Women's Center	UI Memorial Gym Suite 109	208-885-2777
Employee Assistance Program		
Crisis Services 24-hour Line		800-833-3031
Monday-Friday 8:00 a.m. – 5:00 p.m.		800-999-1077

Other University of Idaho, Moscow Phone Numbers	
Poison Control	
University of Idaho Emergency Updates (Active in Emergencies)	208-885-1010
StateComm	208-846-7610
Environmental Health & Safety <i>Hazardous Materials/Lab Safety/Building Safety/Occupational Safety</i>	208-885-6524
Office of Public Safety & Security; Moscow	208-885-2254
Poison Control	800-222-1222
Office of Civil Rights & Investigations	208-885-4285
Office of Equity and Diversity <i>The University of Idaho's non-discrimination policies, including bias or sexual harassment prevention and response.</i>	208-885-2468
Ombuds Office <i>Confidential, impartial and informal conflict resolution assistance</i>	208-885-7668
Violence Prevention Programs	208-885-6757
Counseling and Testing Center <i>Free and confidential counseling services for students</i>	208-885-6716
Dean of Students/Student Affairs	208-885-6757
Human Resources	208-885-3638
Risk Management	208-885-7177
Confidential Hotline – Unethical, illegal or unsafe conduct in workplace	800-775-1056
Behavior of Concern <i>If you see something, say something! If you notice behavior of concern in students, staff, faculty or visitors, please seek advice from Public Safety & Security and/or Campus Security.</i>	208-885-2254 (UI)

Emergent Situations

In general, if nothing else, you can use the Emergency Response Quick Guide (ERQP) to provide you with some options for address an emergent situation. The ERQP will be posted on the doors of residences and program buildings.

The air horn is the primary means of campus wide notification of an emergency situation. The air horns can be found in the front office, dining lodge and maintenance shop.

Many events may cause for a campus evacuation. In case of such an event the air horn will issue a series of three long blasts, each one lasting for five (5) seconds. This will signal the need to evacuate campus and relocate to predetermined location, either the MOSS parking lot or the parking lot at the Ponderosa State Park Visitors Center, where groups will be sorted by housing accommodations and counted.

CRIME STATISTICS – MCCALL FIELD CAMPUS

University of Idaho, McCall Field Campus												
Offense	On Campus Property			**Residence Facilities			Non-Campus			Public Property		
	2016	2017	2018	2016	2017	2018	2016	2017	2018	2016	2017	2018
Murder – Non-Negligent Manslaughter	*	0	0	*	0	0	*	0	0	*	0	0
Negligent Manslaughter	*	0	0	*	0	0	*	0	0	*	0	0
Sex Offense, Rape	*	0	0	*	0	0	*	0	0	*	0	0
Sex Offense, Fondling	*	0	0	*	0	0	*	0	0	*	0	0
Sex Offense, Incest	*	0	0	*	0	0	*	0	0	*	0	0
Sex Offense, Statutory Rape	*	0	0	*	0	0	*	0	0	*	0	0
Robbery	*	0	0	*	0	0	*	0	0	*	0	0
Aggravated Assault	*	0	0	*	0	0	*	0	0	*	0	0
Burglary	*	0	0	*	0	0	*	0	0	*	0	0
Motor Vehicle Theft	*	0	0	*	0	0	*	0	0	*	0	0
Arson	*	0	0	*	0	0	*	0	0	*	0	0

Domestic Violence	*	0	0	*	0	0	*	0	0	*	0	0
Dating Violence	*	0	0	*	0	0	*	0	0	*	0	0
Stalking	*	0	0	*	0	0	*	0	0	*	0	0

Arrests and Referrals:	On Campus Property			**Residence Facilities			Non-Campus			Public Property		
Liquor Law Violations – Arrests	*	0	0	*	0	0	*	0	0	*	0	0
Liquor Law Violations – Referrals	*	0	0	*	0	0	*	0	0	*	0	0
Drug Law Violations – Arrests	*	1	0	*	0	0	*	0	0	*	0	0
Drug Law Violations – Referrals	*	2	1	*	0	0	*	0	0	*	0	0
Illegal Weapons Possession – Arrests	*	0	0	*	0	0	*	0	0	*	0	0
Illegals Weapons Possession – Referrals	*	0	0	*	0	0	*	0	0	*	0	0

*McCall Field Campus became a separate campus for Clery Act Purposes in 2017. Information not available for 2016.

**Crime reported in Residential Facilities column are included in the On Campus Category as well.

***All Crimes reported on McCall Field Campus occurred after June 27, 2017. For crimes occurring before this date they will be included in Moscow Non-Campus location.

FIRE SAFETY – POLICIES AND PROCEDURES

University Housing Fire Safety Regulations

Resident Handbooks

All students signing a lease agreement with University Housing receive a handbook for their residence hall or on-campus apartment.

Alarms and Smoke Detectors

The Building Alarms alert the Fire Department. The Moscow Fire Department will respond automatically when an alarm sounds. Vandalism or tampering with alarms or any life-safety equipment is against the law. ALL violators will be prosecuted.

Smoke detectors are intended for room occupant notification only. The alarm will not alert the rest of the building of a fire situation. It should be kept in an operable condition and tested monthly by students. If it is found to be inoperable, notify maintenance immediately for repair or replacement by submitting a service request online through your Vandal Web account. McConnell Hall has battery-powered smoke detectors which must be kept in operable condition and tested monthly by students. Each residence hall is equipped with a building fire alarm system that sense fire and/or smoke. The system can also be activated manually when there is a fire. The alarm stations are located within the hallways at points of exit, such as doorways to stairwells, exterior exit doors, etc. Residents should familiarize themselves with the manual pull station locations within their residence.

Student Responsibility

Residence Halls

Students living in the Residence Halls agree to the following:

Compliance with University officials and police on campus.

Students who verbally abuse or fail to cooperate with the reasonable request of a University official (including all members of the Housing & Residence Life staff) acting in performance of their duties may face judicial action.

FIRE SAFETY

Protecting the University Community against fire is a major concern. It is the intent of the University to provide a reasonably safe environment for students, faculty and staff. To accomplish this, certain safeguards must be strictly adhered to, and a certain level of responsible conduct must be maintained. Fire safety regulations in force at the University are accepted standards for the State of Idaho and are not optional. Everyone within the University community is subject to the rules and regulations of the fire codes. In order to achieve compliance and thereby provide a reasonably safe, hazard-free living environment, the University requires each student to follow some basic safety rules. With your cooperation, the threat of fire can be greatly reduced.

Moscow Police Officers are members of the University community and are regularly in the residence halls for community-oriented policing, educational programming and to address community concerns as they arise.

Students should read and understand the fire safety procedures posted on the back of room doors.

Do not obstruct or damage these instructions in any way. Students will be billed to replace instructions that are defaced or removed.

Students should locate all exits from their floor, memorize their locations, and become familiar with any "landmarks" that would aid evacuation if visibility were reduced by smoke.

Students should locate all fire alarm pull stations on their floor and familiarize themselves with their correct operation. Students should become familiar with these regulations and the evacuation procedures.

Fire exits, specifically marked, should not be used for any other reason except evacuation during a fire.

At the first sound of a fire alarm, students are expected to leave the building immediately.

Evacuation Procedures

In the event of an emergency, sound the alarm if it is not engaged.

Prepare to exit. Turn off equipment, close doors, and take only necessary items as you leave the building. Remind others to exit swiftly.

Evacuate the building. As you leave, check doors, hallways, and stairwells for heat and smoke. Do not open doors that are hot. Remain where you are and attempt to block smoke from entering. Call 911 and report your location.

Use Stairs. Never use elevators when exiting due to a fire alarm. If you are unable to use the stairs, locate a safe area (or area of refuge) and call 911.

Report to the assembly point outside the building.

For students living in a Living Learning Community (LLC), you must evacuate to a location off the LLC block. All sidewalks within the neighborhood as well as perimeter must be clear for emergency vehicles. All residents and visitors are required to evacuate the building immediately when a fire alarm sounds.

On Campus Apartments

Residents are expected to vacate their apartment when instructed by University, Police, or Fire personnel. Elmwood Apartment residents vacate their apartment and proceed to the opposite side of the street in event of a fire alarm.

Fire Notification Reporting Procedures

During a fire alarm the housing staff member must act as a liaison for the fire department.

The housing staff liaison will then notify the on-call housing supervisor.

The University Housing staff member assesses the situation and notifies the Director of University Housing.

Any additional notifications are made by the Housing director.

The staff member on call completes a fire report.

The Assistant to the Director is responsible for getting fire reports to Security Services.

Fire Safety – Training

The Department of Environmental Health and Safety trains University Housing's resident directors at the beginning of the academic year. The resident directors are responsible for training their resident assistant staff.

Mandatory floor meetings are held in each residence hall at the beginning of the academic year. Fire safety information is included in the agenda for each of these meetings.

Residence Hall Policies

Residence Hall Handbook policies pertaining to portable electrical appliances, smoking and open flames:

5. Appliances

- a. Possessing items in student rooms/suites used to cook food or to create heat that do not have an automatic shut off is prohibited.
- b. The following items are strictly prohibited regardless of automatic shut off in all interior spaces and buildings, including, but not limited to: toaster, pressure cooker, deep fryer, hot plate/heating element, open flame or gas grill of any size or kind, etc.

18. Fire Safety

- a. Tampering with, altering, damaging, disabling, or inappropriately utilizing any fire safety equipment or creating such condition that could create a potential fire hazard, including false fire alarms and failure to evacuate during a fire alarm is prohibited.
- b. Unless approved by Housing & Residence Life staff, the following items are prohibited: Live trees, wreaths, or garlands in student spaces; Any live trees in community spaces must have approval from Professional Housing staff; Open flame items (even if not lit) including: candles, incense, punks, lanterns, etc.; Flammable liquids, gases, oil, etc.; motor vehicles of any type (including but not limited to Hoverboards, Swagways, IO Hawks, Skywalkers, and similar devices), or associated parts for maintenance, repair, or storage; Student construction, made of wood, not coated with two coats of fire retardant paint.
- c. Cords placed under carpets or doors are prohibited.

d. Students will not set a fire, pull or call in a false alarm, discharge or remove a fire extinguisher or hose, tamper with smoke detector, break the safety glass on the fire extinguisher case, prop fire doors, and/or leave an area through the locked fire door.

34. Smoking

a. Smoking any product that produces smoke/vapor, including but not limited to cigarettes, cigars, pipes, or electronic cigarettes in any Housing & Residence Life facility or on the University of Idaho campus is strictly prohibited.

35. Weapons, Firearms, Fireworks and Explosives

a. Possessing, using, or storing firearms, explosives, weapons, projectile, explosive devices, or explosive substances within Residence Hall premises is prohibited.

FIRE SAFETY – SYSTEMS AND EQUIPMENT

*Theophilus Tower: Sprinklers in basement

Residence Halls Locations	Fire Alarm System	In Room Smoke Detectors	Corridor Smoke Detection	Fire Alarm Monitored by MFD	Fire Sprinkler System	Evacuation Drills
Wallace Complex 1080 W 6th ST	Yes	Yes	Yes	Yes	Partial*	3
Theophilus Tower 1001 Paradise Creek ST.	Yes	Yes	Yes	Yes	Partial*	3
McConnell Hall 1020 W. 6th St.	Yes	Yes	Yes	Yes	Full	3
Living & Learning Community 901 Paradise Creek Street Building 1-3	Yes	Yes	Yes	Yes	Full	3
Living & Learning Community 901 Paradise Creek Street Building 4	Yes	Yes	Yes	Yes	Full	3
Living & Learning Community 901 Paradise Creek Street Building 5	Yes	Yes	Yes	Yes	Full	3
Living & Learning Community 901 Paradise Creek Street Building 6	Yes	Yes	Yes	Yes	Full	3
Living & Learning Community 901 Paradise Creek Street Building 7	Yes	Yes	Yes	Yes	Full	3
Living & Learning Community 901 Paradise Creek Street Building 8	Yes	Yes	Yes	Yes	Full	3

*Wallace Complex: Sprinklers in basement, kitchen, and dining areas.

On Campus Fraternities/Sororities	Fire Alarm System	Bedroom Area Smoke Detectors	Corridor Smoke Detection	Fire Alarm Monitored	Fire Sprinkler System	MFD Inspections	Evacuation Drills
Alpha Gamma Rho 745 Nez Perce Drive	Yes	Yes	Yes	Yes	Yes	2	*
Sigma Chi 735 Nez Perce Drive	Yes	Yes	Yes	Yes	Yes	2	*
Alpha Gamma Delta 727 Nez Perce Drive	Yes	Yes	Yes	Yes	Yes	2	*

On Campus Fraternities/Sororities	Fire Alarm System	Bedroom Area Smoke Detectors	Corridor Smoke Detection	Fire Alarm Monitored	Fire Sprinkler System	MFD Inspections	Evacuation Drills
Alpha Kappa Lambda 701 Nez Perce Drive	Yes	Yes	Yes	Yes	No	2	*
Farmhouse 1101 Blake Ave	Yes	Yes	Yes	Yes	Yes	2	*
Kappa Delta 514 Sweet Ave	Yes	Yes	Yes	Yes	Yes	2	*
Kappa Alpha Theta 630 Elm Street	Yes	Yes	Yes	Yes	Yes	2	*
Delta Zeta 706 Elm Street	Yes	Yes	*	Yes	Yes	2	*
Theta Chi 620 Elm Street	Yes	Yes	Yes	Yes	Yes	2	*
*Unavailable at time of Publication							

On Campus Apartments & Married Student Housing	Fire Alarm System	Bedroom Area Smoke Detectors	Living Area Smoke Detectors	Fire Extinguisher	Fire Alarm Monitored by MFD
Elmwood Apartments – 627 Elm Street	Yes	Yes	Yes	Yes	No
South Hill Apartments – 418 Taylor Avenue	No	Yes	Yes	Yes	No
South Hill Apartments – 426 Taylor Avenue	No	Yes	Yes	Yes	No
South Hill Apartments – 430 Taylor Avenue	No	Yes	Yes	Yes	No
South Hill Apartments – 458 Taylor Avenue	No	Yes	Yes	Yes	No
South Hill Apartments – 464 Taylor Avenue	No	Yes	Yes	Yes	No
South Hill Apartments – 486 Taylor Avenue	No	Yes	Yes	Yes	No
South Hill Apartments – 492 Taylor Avenue	No	Yes	Yes	Yes	No
South Hill Apartments – 506 Taylor Avenue	No	Yes	Yes	Yes	No
South Hill Apartments – 510 Taylor Avenue	No	Yes	Yes	Yes	No
South Hill Apartments – 514 Taylor Avenue	No	Yes	Yes	Yes	No
South Hill Apartments – 518 Taylor Avenue	No	Yes	Yes	Yes	No
South Hill Apartments – 524 Taylor Avenue	No	Yes	Yes	Yes	No

On Campus Apartments & Married Student Housing	Fire Alarm System	Bedroom Area Smoke Detectors	Living Area Smoke Detectors	Fire Extinguisher	Fire Alarm Monitored by MFD
South Hill Apartments – 528 Taylor Avenue	No	Yes	Yes	Yes	No
South Hill Apartments – 1011 Deakin Avenue	No	Yes	Yes	Yes	No
South Hill Apartments – 1012 Deakin Avenue	No	Yes	Yes	Yes	No
South Hill Apartments – 1016 Deakin Avenue	No	Yes	Yes	Yes	No
South Hill Apartments – 1020 Deakin Avenue	No	Yes	Yes	Yes	No
South Hill Vista Apts. - 301 Sweet Avenue	No	Yes	Yes	Yes	No
South Hill Vista Apts. – 303 Sweet Avenue	No	Yes	Yes	Yes	No
South Hill Vista Apts. – 307 Sweet Avenue	No	Yes	Yes	Yes	No
South Hill Vista Apts. – 311 Sweet Avenue	No	Yes	Yes	Yes	No
South Hill Vista Apts. – 315 Sweet Avenue	No	Yes	Yes	Yes	No
South Hill Vista Apts. – 319 Sweet Avenue	No	Yes	Yes	Yes	No
South Hill Vista Apts. – 334 Taylor Avenue	No	Yes	Yes	Yes	No
South Hill Vista Apts. – 342 Taylor Avenue	No	Yes	Yes	Yes	No
South Hill Vista Apts. – 350 Taylor Avenue	No	Yes	Yes	Yes	No
South Hill Vista Apts. – 354 Taylor Avenue	No	Yes	Yes	Yes	No
South Hill Vista Apts. – 374 Taylor Avenue	No	Yes	Yes	Yes	No
South Hill Vista Apts. – 380 Taylor Avenue	No	Yes	Yes	Yes	No

FIRE SAFETY – STATISTICS

Fire Statistics – Residence Halls and Apartments

Fire Statistics Residence Halls Locations	Number of Fires			Cause of Fire			Injuries			Deaths			Value of Property Damaged		
	2016	2017	2018	2016	2017	2018	2016	2017	2018	2016	2017	2018	2016	2017	2018
Year															
Wallace Complex 1080 West 6th Street	0	0	0												
Theophilus Tower 1001 Paradise Creek St.	0	0	0												
McConnell 1020 West 6th Street	0	0	0												
Living and Learning Community 901 Paradise Creek Street – Building 1-3	0	0	0												
Living and Learning Community 901 Paradise Creek Street – Building 4	0	0	0												
Living and Learning Community 901 Paradise Creek Street – Building 5	0	0	0												
Living and Learning Community 901 Paradise Creek Street – Building 6	0	0	0												
Living and Learning Community 901 Paradise Creek Street – Building 7	0	0	0												
Living and Learning Community 901 Paradise Creek Street – Building 8	0	0	0												

Fire Statistics Apartment Locations	Number of Fires			Cause of Fire			Injuries			Deaths			Value of Property Damaged		
	2016	2017	2018	2016	2017	2018	2016	2017	2018	2016	2017	2018	2016	2017	2018
Year															
Elmwood Apartments 627 Elm Street	0	0	0												
South Hill Apartments 418 Taylor Avenue	0	0	0												
South Hill Apartments 426 Taylor Avenue	0	0	0												
South Hill Apartments 430 Taylor Avenue	0	0	0												
South Hill Apartments 458 Taylor Avenue	0	0	0												
South Hill Apartments 464 Taylor Avenue	0	0	0												
South Hill Apartments 486 Taylor Avenue	0	0	0												
South Hill Apartments 492 Taylor Avenue	0	0	0												
South Hill Apartments 506 Taylor Avenue	0	0	0												
South Hill Apartments 510 Taylor Avenue	0	0	0												
South Hill Apartments 514 Taylor Avenue	0	0	0												
South Hill Apartments 518 Taylor Avenue	0	0	0												
South Hill Apartments 524 Taylor Avenue	0	0	0												
South Hill Apartments 528 Taylor Avenue	0	0	0												
South Hill Apartments 1011 Deakin Avenue	0	0	0												
South Hill Apartments 1012 Deakin Avenue	0	0	0												

Fire Statistics Apartment Locations	Number of Fires			Cause of Fire	Injuries			Deaths			Value of Property Damaged		
South Hill Apartments 1016 Deakin Avenue	0	0	0										
South Hill Apartments 1020 Deakin Avenue	0	0	0										
South Hill Vista Apts. 301 Sweet Avenue	0	0	0										
South Hill Vista Apts. 303 Sweet Avenue	0	0	0										
South Hill Vista Apts. 307 Sweet Avenue	0	0	0										
South Hill Vista Apts. 334 Taylor Avenue	0	0	0										
South Hill Vista Apts. 342 Taylor Avenue	0	0	0										
South Hill Vista Apts. 311 Sweet Avenue	0	0	0										
South Hill Vista Apts. 315 Sweet Avenue	0	0	0										
South Hill Vista Apts. 319 Sweet Avenue	1	0	0	Undetermined			0		0			\$100-\$999	
South Hill Vista Apts. 350 Taylor Avenue	0	0	0										
South Hill Vista Apts. 354 Taylor Avenue	0	0	0										
South Hill Vista Apts. 374 Taylor Avenue	0	0	0										
South Hill Vista Apts. 380 Taylor Avenue	0	0	0										

FIRE STATISTICS – ON CAMPUS FRATERNITY AND SORORITIES

Fire Statistics On Campus Fraternity and Sororities Locations	Number of Fires			Cause of Fire			Injuries			Deaths			Value of Property Damaged		
	2016	2017	2018	2016	2017	2018	2016	2017	2018	2016	2017	2018	2016	2017	2018
Year															
Alpha Gamma Rho 745 Nez Perce Drive	0	0	0												
Sigma Chi 735 Nez Perce Drive	0	0	0												
Alpha Gamma Delta 727 Nez Perce Drive	0	0	0												
Alpha Kappa Lambda 701 Nez Perce Drive	0	0	0												
Farm House 1101 Blake Avenue	0	0	0												
Kappa Delta 514 Sweet Avenue	0	0	0												
Kappa Alpha Theta 630 Elm Street	0	0	0												
Delta Zeta 706 Elm Street	0	0	0												
Theta Chi 620 Elm Street	0	0	0												

FIRE SAFETY MCCALL FIELD CAMPUS – POLICIES AND PROCEDURES

All Graduate Students at the McCall Field Campus are required to follow all University of Idaho Residence Hall Handbook policies pertaining to portable electrical appliances, smoking and open flames as stated above.

Student Responsibility

Graduate Students living on the McCall Field Campus are required to follow all University of Idaho Residence Hall Handbook policies pertaining to Student Responsibilities as well as special agreement to the following:

Compliance with University officials

Students who verbally abuse or fail to cooperate with the reasonable request of a University official (including all members of the Housing & Residence Life staff) acting in performance of their duties may face judicial action.

Review risk management program and complete all trainings.

Manage risk for K12 activities and programming in accordance with best practices of the organization.

Maintain WFA/CPR certification while working in the field with K12 programs. If certification has expired, must have a plan to recertify.

Disaster Procedures – Fire (On Campus)

On the discovery of a fire, instructors and chaperones should first be sure all students and staff are out of the building; individuals should not stop to collect belongings. (If a chaperone or instructor was not present when the fire was discovered, he/she will make sure that the building is vacated, either thru questioning of students/staff/etc., or by a visual check.)

After ensuring that the building is vacated, staff/chaperones should report the fire to the program director.

After (1) and (2) are done, staff may make efforts to fight the fire if this can be done without unreasonable risk of injury to self. Students may not be involved in firefighting. Fire extinguishers are located by the door in each building. If fighting the fire will endanger anyone it should be left alone.

The Program Coordinator or other designated person(s) will be in charge of notifying the McCall Fire Department if needed; Staff and chaperones will make sure students are clear of the fire and any access roads/points needed by the fire department.

Forest Fires

In the event of knowledge of a threatening forest fire the program director will make the decision as to whether or not campus should be evacuated.

If an evacuation is chosen the horn will be blown as per normal emergency.

Students and staff will assemble in the parking lot and be accounted for.

The Program Coordinator will coordinate the use of vehicles to evacuate campus. He will be responsible for organizing the orderly assignment of student groups to vehicles.

Once all persons on campus are loaded into assigned vehicle, they should proceed to the designated area of safety.

If the campus is not to be evacuated, all students and staff should be organized under the program director's discretion until the emergency is passed.

The Program Coordinator will be responsible for coordinating contact and gathering information from the appropriate response agencies.

FIRE SAFETY – SYSTEMS AND EQUIPMENT

On Campus Cabin/Yurt Housing	Fire Alarm System	Bedroom /Living Area Smoke Detectors	Fire Extinguisher	Fire Alarm Monitored	Fire Sprinkler System	Evacuation Drills
Brundage 1800 University Lane; McCall, ID 83638	Yes	Yes	Yes	No	None	**
Goose 1800 University Lane; McCall, ID 83638	Yes	Yes	Yes	No	None	**
Hazard 1800 University Lane; McCall, ID 83638	Yes	Yes	Yes	No	None	**
Loon 1800 University Lane; McCall, ID 83638	Yes	Yes	Yes	No	None	**
Maki 1800 University Lane; McCall, ID 83638	Yes	Yes	Yes	No	None	**
Sargents 1800 University Lane; McCall, ID 83638	Yes	Yes	Yes	No	None	**
SnowSlide 1800 University Lane; McCall, ID 83638	Yes	Yes	Yes	No	None	**
**McCall Field Campus reviews fire drill procedures once a week and talks through the fire drill procedures with all guests. Do not physically practice fire drills.						

FIRE SAFETY – STATISTICS

Fire Statistics McCall Field Campus Cabin Locations	Number of Fires			Cause of Fire			Injuries			Deaths			Value of Property Damaged		
	2016	2017	2018	2016	2017	2018	2016	2017	2018	2016	2017	2018	2016	2017	2018
Year															
Brundage 1800 University Lane McCall, ID 83638	*	0	0												
Goose 1800 University Lane McCall, ID 83638	*	0	0												
Hazard 1800 University Lane McCall, ID 83638	*	0	0												
Loon 1800 University Lane McCall, ID 83638	*	0	0												
Maki 1800 University Lane McCall, ID 83638	*	0	0												
Sargents 1800 University Lane McCall, ID 83638	*	0	0												
Snowslide 1800 University Lane McCall, ID 83638	*	0	0												
<p>*McCall Field Campus became a separate campus for Clery Act Purposes in 2017. Information not available for 2016. ***All Fires reported on McCall Field Campus occurred after June 27, 2017. For crimes occurring before this date they will be included in Moscow Non-Campus location.</p>															