

# University of Idaho



## Annual Security and Fire Safety Report

2015

Office of Public Safety & Security

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Moscow, ID 83844

208-885-2254

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## Annual Security and Fire Safety Report

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## 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.

### 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 a link provided in the “Jobs” section on the Human Resources website under “Applicant Resources”.
- Prospective students may access the report from the University of Idaho Admissions home page.

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

### Collection of Statistics

The collection of data include: 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, Human Rights Access and Inclusion, 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.

## Campus Crime Log

The Office of Public Safety and Security 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. The University of Idaho Clery Compliance Coordinator extracts the appropriate data and creates a daily crime log that it kept on file. Any other submissions made by the campus community are also reported through the Office of Public Safety and Security.

## Reporting Crimes and Other Emergencies

### Important Phone Numbers

#### Moscow Campus\*

Emergency Help.....	911
Chemical Spills.....	911
Fire/Ambulance.....	911
Moscow Police (Non-Emergency).....	882-COPS (2677)

Gritman Hospital.....	882-4511
24 Hour Crisis Hotline.....	885-6716
Domestic Violence 24 Hour Hotline.....	883-4357
Facilities (Office Hours).....	885-6246
Facilities (After Hours).....	885-6271
Campus Security (24/7).....	885-7054

### System-Wide Assistance

University of Idaho Emergency Updates (Active in emergencies).....	call (208) 885-1010
Environmental Health & Safety.....	(208) 885-6524
<i>Hazardous Materials/Lab Safety/Building Safety/Occupational Safety</i>	
Office of Public Safety and Security.....	(208) 885-2254
Human Rights, Access and Inclusion.....	(208) 885-4285
<i>The University of Idaho's non-discrimination policies, including bias or sexual harassment prevention and response</i>	
Ombuds Office.....	(208) 885-6151
<i>Confidential, impartial and informal conflict resolution assistance</i>	
Violence Prevention Programs.....	(208) 885-2956
Counseling and Testing Center.....	(208) 885-6716
<i>Free and confidential counseling services for students</i>	
Dean of Students/Student Affairs.....	(208) 885-6757
Human Resources.....	(208) 885-3638

Behavior of Concern.....(208) 885-2254  
*If you see something, say something! If you notice behavior of concern in students, staff, faculty or visitors, please seek advice from Public Safety and Security and/or Campus Security*

**\*Important phone numbers for: Boise – see page 30; Coeur d'Alene – see page 33; Idaho Falls – see page 36.**

## 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 (24/7) at (208) 885-7054; or call the Office of Public Safety and Security (OPSS) during business hours.

Two online forms are available from the OPSS website:

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

### Voluntary Confidential Reporting

The Silent Witness form does not require a log-in and password and is a method of confidential reporting. Students, faculty, staff, or visitors may access this web reporting tool to report Clery crimes or other incidents. The form is submitted electronically to OPSS. There is an option to provide contact information if the person reporting wishes to do so. There is also a confidential hotline. If anyone sees or suspects unethical or illegal behavior, they may report their concerns anonymously by calling 1(800) 775-1056.



### Pastoral and Professional Counseling

The University Counseling and Testing Center (CTC) provides a supportive and confidential environment for students to explore their concerns and learn new skills to deal more effectively with problems 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 of Public Safety and Security receives alerts from Whitcom dispatch on a continuous basis including the time, case number, nature, and location of each incident. OPSS 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 and 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.

Training for faculty and staff regarding accurate and prompt reporting is listed on page 24.

## Timely Warnings and Emergency Notifications

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### Vandal Alert Notification System Policy

**APM 95.24** – Updated February 27, 2015

### Emergency Notifications

B-1. In compliance with the Clery Act, 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 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 Warnings

B-2. In compliance with the Clery Act, 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 of 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.).

This policy also applies to the University's Centers in Boise, Coeur d'Alene and Idaho Falls.

## Emergency and Evacuation Procedures

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### Emergency Situations

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

**Vandal Alert** is 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 and Security will utilize the Vandal Alert system to communicate pertinent information which may include but may not be limited a description of the incident, location, and appropriate protective action to take.

**The Office of Public Safety and 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 Active in Emergencies update line (208) 885-1010.** Students, faculty, and staff members may call this main number for information and status updates on emergencies and campus closures.

**Telephone Trees.** The Office of Public Safety and Security, as well as all 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.

### Evacuation Procedures

**35.22 - Emergency Evacuation Procedures.** The Environmental Health and 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.

### Comprehensive Emergency Management Plan (CEMP)

The Comprehensive Emergency Management Plan is designed for use by the entire University campus community. It establishes standard operating guidelines, based on existing policies and procedures, for the response to an emergency impacting the University. The CEMP describes three protective actions that may be issued by the Office of Public Safety and Security or University personnel. Protective actions will be issued based on situational awareness and unique conditions.

**Evacuation.** The first protective action that may be issued by the Office of Public Safety and Security or university personnel is building or campus-wide EVACUATION. An EVACUATION protective action may be issued in response to a fire, hazardous materials spill/release, or active shooter situation. An EVACUATION protective action should not be issued for a bomb threat unless there is credible and specific information regarding the location and time of the threat. This protective action is aimed to keep students, faculty, staff, and visitors safe by creating distance between them and the hazard area. EVACUATION means immediately leaving the area you are located for another designated safe location. If a campus-wide EVACUATION is issued, everyone on a campus is required to immediately leave on foot in an

orderly manner and should not try to leave by car. Specific information regarding how to properly EVACUATE can be accessed on the Environmental Health and Safety website.

**Shelter-In-Place.** The second of the protective action that may be issued by the Office of Public Safety and Security or university personnel is SHELTER-IN-PLACE. A SHELTER-IN-PLACE protective action may be issued in response to a hazardous materials spill/release, active shooter situation, or weather emergency. This protective action is aimed to keep students, faculty, staff, and visitors safe while remaining indoors. SHELTER-IN-PLACE means selecting a secure, interior room if possible, with no or few windows, and taking refuge there. Students, faculty, staff, and visitors are required to immediately SHELTER-IN-PLACE in an orderly manner when directed by emergency response personnel or a Vandal Alert message. Specific information regarding how to properly SHELTER-IN-PLACE can be accessed in the Emergency Response Guide on the Public Safety and Security website at <http://www.uidaho.edu/public-safety-and-security/emergency-management/emergencymanagementplan>.

**Temporary Closure.** The third protective action that may be issued by the Office of Public Safety and Security or university personnel is TEMPORARY CLOSURE. A TEMPORARY CLOSURE protective action may be issued after an EVACUATION is ordered and it is determined that a building or campus is unsafe until further notice. This protective action is aimed to keep students, faculty, staff, and visitors safe by keeping them out of the hazard area and away from emergency response operations. TEMPORARY CLOSURE means all campus classes and functions are canceled until further notice. Only essential personnel should remain on campus unless they are ordered to leave by university Office of Public Safety and Security, Executive or Response Teams, or local emergency response agency personnel. Current information regarding the status of the university during an emergency can be accessed on the Vandal Alert website at <http://www.uidaho.edu/public-safety-and-security/emergency-management/Vandal-Alerts>.

The CEMP is a living document subject to change, updates, and revisions as environments of the University changes. The Office of Public Safety and Security plans and conducts annual exercises to test and validate plans, procedures, equipment, facilities, and training. Exercise evaluations are conducted and analyzed to determine what occurred, and compared to observations to the plans, policies, and procedures. These observations and comments are discussed in an After Action Review and recommendations for improvement are made in an After Action Report (AAR). An Improvement Plan (IP) is then developed to clarify actions necessary to implement improvements.

## Missing Student Notification Policy Statement

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### Missing Students Policy

#### APM 95.34

This policy was created in 2011 and updated in 2014 to comply with the Jeanne Clery Act which requires the university to disclose the policy on reporting a missing student residing in on-campus university housing, how students can designate an emergency contact person 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 at (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 persons 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.

## Security and Access Policy Statement

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### 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 integrity of all campus facilities.

Contractors working on University projects are required to meet with the Facilities Architecture Engineering Services 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 keys/access, their proper use, and the spaces they unlock. Access and keys issued are 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 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 by card and/or key. Students will be issued a room key or room/suite access on their Vandal Cards when they check into the residence halls. They will also receive 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 residence halls escort guests in and out of buildings at all times. Students may not have a guest stay more than 3 consecutive nights during the semester and is at no time allowed to give their guest card access to the residence hall.
- 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 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 checks and a 24-hour campus 'Safe Walk' program.

## Campus Law Enforcement Policy Statements

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### 95.15 – Campus Law Enforcement and Crime Reporting

#### Moscow Police Department

Police services are provided by Moscow Police Department under a contract between the Regents of the University of Idaho and the City of Moscow. The Moscow Police Department has full police authority to investigate, apprehend and arrest to enforce applicable laws and ordinances on the campus. The Moscow Police have 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. The Moscow Police Department interacts with federal, state and local law enforcement agencies. The contract with the City of Moscow for police services provides for the services of nine (9) FTE officers. When spread over 24-hours a day, 365 days a year this staffing level generally allows one or two officers to be on the campus or in adjacent areas of the city at all times, although variations will occur. There is a Police Sub-Station on the Moscow campus, located in the Idaho Commons at 875 S. Line Street.

#### Campus Security

Campus Security is managed through the Office of Public Safety and Security (OPSS). The mission of 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. To make the University safer, the non-sworn, unarmed Campus Security team's core duties are:

- 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 University staff who have 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.

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

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### Definitions

#### Sexual Assault

An offense that meets the definition of rape, fondling, incest, or statutory rape as used in the FBI's UCR program.

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

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

## 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:** APM 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 Violence

A felony or misdemeanor crime of violence committed (a) by a current or former spouse or intimate partner of the victim; (b) by a person with whom the victim shares a child in common; (c) by a person who is cohabitating with or has cohabitated with the victim as a spouse or intimate partner; (d) By a person similarly situated to 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 acts under the domestic or family violence laws of the jurisdiction in which the crime of violence occurred.

## Dating Violence

Violence committed by a person who is or has been in a social relationship of a romantic or intimate nature with the victim. The existence of such a relationship shall be determined based on the reporting party's statement with consideration of the length of the relationship, the type of relationship, and the frequency of interaction between the persons involved in the relationship. 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

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 Sexual Assault, Relationship Violence, Stalking

1. **Get to Safety:** Get to a safe place, and ask a friend to stay with you.
2. **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.
3. **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).
4. **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.
5. **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.

## Resources

### On-Campus

**Violence Prevention Programs.....(208) 885-2956**

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!

**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 our Counseling and Testing Center to schedule an appointment.

### Off-Campus

**Alternatives to Violence of the Palouse.....(208) 883-4357**

If you need a confidential advocate to walk you through the process of getting the help you need regarding sexual assault, domestic violence or stalking, contact AVTP.

**Moscow Police Department.....(208) 882-COPS (2677)**

To report sexual assault or domestic violence, please contact MPD.

**National Sexual Assault Hotline..... 1-800-656-HOPE (4673)**

## 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 arrangements (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.

## Policies Relating to Sexual Assault, Stalking and Substance Abuse

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### 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 its Amnesty Policy with student health and safety as its primary concern.

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.

### Student Code of Conduct

**The following information on Proscribed Conduct is from the University of Idaho's Student Code of Conduct – FSH 2300.**

In 2014 the Dean of Students Office, General Counsel, and a sub-committee of University 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 FSH 2400 and updated removing redundancies in policy. For further information, contact the Dean of Students (208-885-6757).

**Article I.** 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.

### Proscribed Conduct

**Article II - 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:

#### Assault and Sexual Misconduct

**All - 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-3; 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):

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

1. touching an unwilling or non-consensual person's intimate parts (such as genitalia, groin, breast, buttocks, mouth, or clothing covering the same);
2. touching an unwilling or non-consensual person with one's own intimate parts;
3. forcing an unwilling or non-consensual person to touch another's intimate parts;
4. indecent exposure, which includes, but is not limited to, exposing one's own intimate parts to an unwilling or non-consensual person; and



5. 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.

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,

1. 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;
2. sexual assault, which is the unwilling or non-consensual penetration of any bodily opening of another person with any object or body part;
3. sexual battery; and
4. sexual coercion.

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

**A-3; 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.

**A-3; 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.

### Stalking

**A-3; 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.

### Substance Abuse

#### **All - A-7. Use and Misuse of Substances.**

**A-7; 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.*

**A-7; 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.

#### **All- 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.

### The Disciplinary Process

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

The disciplinary process section of the Faculty Staff Handbook was updated in July 2014. This section outlines UI's student disciplinary system. In 2014 the Dean of Students Office, General Counsel, and a sub-committee of University 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. For further information, contact the Dean of Students (208-885-6757).

#### Investigations

##### **C-1. Reporting of Alleged Violations and Initial Investigation by the Dean of Students (DOS).**

**C-1; a. Reporting Alleged Violations.** Any person who has knowledge of an alleged violation of the Code should inform DOS of such alleged violation as soon as possible.

**C-1; b. Initial Investigation.** DOS shall receive all reports of alleged violations and investigate to determine whether the allegation is credible.

1. Students who are suspected of violations may be interviewed by DOS, but they must be informed by DOS at the beginning of such interview of the right to not speak to DOS and the reason for the interview. No form of coercion or harassment shall be used in the interview.
4. When the allegations in a student's complaint include Sexual Harassment or Gender-Based Harassment, DOS must investigate the incident and take immediate steps to protect the persons who were injured by the alleged violation in the Educational Setting.
5. DOS may delay fact-finding while law enforcement authorities are gathering evidence; once notified that law enforcement has completed gathering evidence, DOS must promptly resume fact finding. DOS may not await the ultimate outcome of a law enforcement investigation or the filing of charges before resuming or beginning fact finding.

**C-1; c. Notice of Alleged Violation.** If DOS determines that the allegation is credible, DOS shall provide the student accused of violating the Code with written notice of the allegation. Such notice shall include:

1. the alleged misconduct,
2. the section of the Code alleged to have been violated,
3. a time and date that does not conflict with the student's class schedule to meet with DOS to discuss the allegation(s),

4. a statement that the student may have an advisor present with him/her at the meeting,
5. a statement that the student does not have to speak with DOS about the allegation(s),
6. a statement that failure to show up for the meeting or to contact DOS to reschedule the meeting will be presumed to be the student's exercise of his/her right to not speak with DOS, and
7. a statement that the investigation and determination regarding the allegation will proceed regardless of whether the student speaks with DOS.

**C-1; d. Meeting with DOS.** The student is given an opportunity to meet with DOS regarding the allegations,

At this meeting, the student is given the opportunity to give his/her account of the incident leading to the allegation(s), and to provide DOS with the names and contact information of individuals who have personal knowledge of the incident or circumstances pertaining to the allegation(s). The student may have an advisor present at this meeting. If the student does not appear for his/her meeting and fails to contact DOS to reschedule before the meeting time, it will be presumed that the student has exercised his/her right to not speak to DOS.

**C-1; e. Investigation & Determination.** After the meeting time has passed, DOS shall continue its investigation of the allegations. When allegations include sexual harassment or gender based harassment, both parties should receive periodic updates from DOS. Many factors influence the time spent on investigating allegations with most being concluded within 60 days following receipt of the allegation(s).

Once the investigation is concluded, DOS shall make a finding as to whether the alleged violation occurred by a preponderance of the evidence (the "standard"). If DOS finds that the alleged violation occurred by that standard, DOS shall determine the appropriate sanction(s) and provide the student with written notice of the determination, the factual basis for the determination, any sanction(s) and information referencing this policy and timeframe.

**C-1; e. 4.** When allegations include sexual harassment or gender based harassment both parties receive a response regarding the outcome of the complaint within 10 business days following the decision.

## Hearings

**C-4. SDRB Disciplinary Hearing Process:** The purpose of a SDRB hearing is to determine whether it is more likely than not that the student violated the Code.

**C-4; g.** Hearings shall be conducted in private. The following individuals are permitted at a SDRB hearing:

1. the student,
2. the student's advisor,
3. members of the SDRB,
4. DOS,
5. DOS's advisor,
6. General Counsel,
7. persons who reported or were injured by the alleged violation, and their advisor,
8. except for the student and the persons who were injured by the alleged violation, witnesses are allowed only during their testimony,
9. any person approved by the chair.

**C-4; k. 2.** The Chair of SDRB will remind the student of: The right to have an advisor, the right to refuse to speak as a witness, and that the refusal to speak as a witness will have no bearing on the question of whether the student violated the Code and may not be used to conclude that a violation occurred.

**C-4; k. 4.** DOS will have the opportunity to present any information, materials, and witnesses. When the allegations involve sexual harassment or gender-based harassment, neither the student nor his/her advisor will be permitted to

directly question the persons injured by the alleged violation. Instead, questions from the student or his/her advisor may be submitted in writing to the Chair of SDRB who will ask any questions determined to be relevant.

## Disclosure of Outcome

### **C-11. Disclosure of Outcome Involving Sexual Harassment and Gender Based Harassment.**

**C-11; a.** Both parties will be notified, in writing, of the outcome of an alleged violation and any review. “Outcome” for these purposes means whether the harassment was found to have occurred. The University will only disclose information to the harassed student about the sanctions imposed when they directly relate to the harassed student, such as a sanction of no contact with the complainant.

**C-11; b.** When the allegations include a crime of violence or a non-forcible sex offense (as defined by FERPA), the University will disclose to the alleged victim of such crime or offense the final results of any disciplinary proceeding conducted by the University against a student who is an alleged perpetrator of such crime or offense. If the alleged victim 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. The University may disclose to anyone, upon written request, the final results of a disciplinary proceeding if the University determines that the student is an alleged perpetrator of a crime of violence or a non-forcible sex offense, and, with respect to the allegation made, the student has committed a violation of the institution’s rules or policies. “Final results” for these purposes means the name of the accused student, any violation found to have been committed, and any sanction imposed against the accused student by the University.

**C-11; c.** When the allegations include a sex offense (as defined by FERPA), both parties must be informed of the outcome of any institutional disciplinary proceeding (APM 95.20). “Outcome” for these purposes means the University’s final determination with respect to the alleged sex offense and any sanctions imposed.

## Sanctions

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

**D-1; a. Warning:** a written notice to the student.

**D-1; 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.

**D-1; c. Loss of Privileges:** denial of specified privileges for a designated period of time.

**D-1; d. Restitution:** compensation for loss, damage, or injury. This may take the form of appropriate service and/or monetary or material replacement.

**D-1; e. Educational Sanctions:** completion of work assignments, essays, service to the University, community service, workshops, or other related educational assignments.

**D-1; f. Administrative Fees:** minimum of \$150.

**D-1; g. 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.

**D-1; h. Housing Expulsion:** permanent separation of the student from University Housing.

**D-1; i. 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.

**D-1; j. University Expulsion:** permanent separation of the student from the University.

**D-1; k. 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.

**D-1; l. Withholding Degree:** the University may withhold awarding a degree otherwise earned until the completion of all sanctions imposed.

**D-7. Sanctions imposed for alcohol related violations:**

**First infraction:** Open container or minor in possession violations.

**Sanction:** Completion of educational program.

**First infraction:** Illegal distribution of alcohol.

**Sanction:** Completion of community service, period of probation, and educational programs.

**Second Infraction:** Without injury; or without conduct likely to lead to injury.

**Sanction:** Completion of a treatment and/or educational program.

**Second Infraction:** With injury; or conduct likely to lead to injury.

**Sanction:** Notification to the criminal justice system, strict probation, and, a treatment or educational program.

**Third Infraction:** Without injury; or without conduct likely to lead to injury.

**Sanction:** Referral to the appropriate administrative body of the institution for appropriate action, which must include, at least, suspension from school for one semester.

**Third Infraction:** With injury; or conduct likely to lead to injury.

**Sanction:** Referral to the appropriate administrative body of the institution for appropriate action, which must include, at least, referral to the criminal justice system and expulsion from the institution for one year.

## Sexual Harassment

### FSH 3220

In addition to the Student Code of Conduct, the Faculty Staff Handbook (FSH) contains information concerning Faculty and Staff under Chapter 3.

The Sexual Harassment policy was added to the Handbook in June of 1981 and greatly enlarged in July of 1987. Further information regarding sexual harassment and the federal and state laws lying behind this policy may be obtained from the Human Rights, Access and Inclusion Office (208-885-4285) or Student Advisory Services (208-885-6757).

**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

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The Dean of Students Office, Human Rights Access and Inclusion 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 a 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

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.

### Think About It

A new University of Idaho initiative was implemented to help 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 new, full-time undergraduate UI students under age 24 are required to complete the program in order to enroll for classes the following semester. Early completion incentives encourage students to complete the program before classes begin.

### Speaker's Bureau

The Speaker's Bureau is a group of students, staff, faculty and community members who either are survivors of interpersonal violence or allies in changing our culture to reduce interpersonal violence. Its immediate goal is to remove the stigma from survivors and discussions surrounding sexual assault, child abuse, domestic violence, dating violence and stalking to create empathy and inspire individual and collective action in addressing the causes underlying person-to-person violence.

### 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 gay, lesbian, bisexual, transgender, and questioning (GLBTQ) 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.

### Presentations

The Violence Prevention Programs Office also offers a variety of presentations customized for classrooms, living groups, organizations and events.

### Diversity and Human Rights

The Diversity and Human Rights Office offers many workshops, seminars and trainings that provide awareness to the University of Idaho community. In addition to programs previously noted, other training available to departments and units include:

- **Combating Racism** is designed for any group that wishes to honestly address racism. The focus is on understanding racism and its pernicious effects, and how individuals can take a stand.
- **Cultural Competency** is a workplace and general skill that allows people to be effective and productive within today's diverse settings.

- **Diversity 101** targets undergraduate and graduate students beginning to explore and/or expand their knowledge of the concept of diversity.
- **Homophobia 101** educates about sexual orientation, deconstructing myths about and discrimination of the LGBTQ population.
- **Sexual Harassment Prevention Training** is customized to the audience, concentrating on definitions of sexual harassment along with a detailing of campus policy and procedures.
- **Stop The Hate** is a nationwide program that focuses on fighting hate crimes and bias incidents on campus.

## Annual Safety and Awareness Events

### Katy Benoit Safety Forum

The forum assembles a group of programs that promote healthy relationships, bystander intervention, relationship violence resources and support.

### Campus Safety Week

#### “I Got Your Back” Campus Safety Week - September 15-20, 2014

The following presentations and training were part of the University’s third annual Campus Safety Week.

- **Safety and Relationships Resource Fair** – 9.15.14 from 11am-1pm, Commons Plaza  
Campus resource information fair. Participants included Vandal Health Education, Violence Prevention Program, Counseling and Testing Center, Alternatives to Violence on the Palouse, Women’s Center and Campus Security.
- **Vandal Alert Update** – 9.15.14 - 9.19.14 from 10am-2pm, Commons  
Campus Security set up all week in the Commons to provide information about SafeWalk and Vandal Alert
- **Dating Do’s Don’t and Don’t Knows** – 9.16.14 from 1:15pm-2:45pm, Women’s Center  
Interactive relationships panel provided information and responded to questions.
- **Men Ending Rape: A Social Change Approach to Violence Prevention** – 9.16.14 from 7-8:30pm, Vandal Ballroom  
Nationally recognized presentation motivates men to be active in their efforts to end rape on campus and offers specific strategies and practices all can use to change the culture around rape on campus.
- **QPR – Question, Persuade and Refer Training** – 9.17.14 from 3:30-5pm, Commons  
Suicide intervention; learn how to provide hope to someone who may be thinking about suicide.
- **Alcohol Screenings & Information** - 9.18.14 from 10:30am-2:30pm, Commons  
The Counseling & Testing Center provides an opportunity for students to self-assess their alcohol habits, and discuss any areas of concern with a counselor. During Safety Week, CTC provided giveaways and free pizza to all participants.
- **Green Dot Overview at OUT Lunch** – 9.18.14 from 12:30 pm-1:30pm, Student Diversity Center  
The LGBTQA sponsored lunch focused on bystander intervention.
- **Take Back the Night** - 9.18.14 at 8:00pm Ag Science Auditorium  
The Women’s Center and Violence Prevention Programs hosted its annual awareness-raising event. *Take Back the Night* provided members of the campus and local community with an opportunity to take a visible, active stand to break the silence, and reclaim the night in protest of all forms of violence and assault.
- **Breaking Through Barriers** – 9.19.14 from 5-7pm, Student Rec Center  
This workshop for people with disabilities is about taking action when someone you love is at risk of abuse.
- **Green Dot Bystander Intervention** – 9.20.14 from 9am-4pm, Albertson Building  
“What’s Your Green Dot” Interactive Workshop trained participants how to change the culture on campus. “No one has to do everything, but everyone has to do something.”

### Sexual Assault Awareness Month

#### April



The goal is to raise public awareness about sexual violence and to educate communities and individuals on how to prevent sexual violence. University of Idaho partners with other organizations to provide information and resources to the campus community.

## Domestic Violence Awareness Month

### October

Domestic Violence Awareness Month (DVAM) is a national movement that works to bring domestic violence and its prevention to the forefront of public debate.

## Training for Faculty and Staff

### Our Inclusive Workplace Training

University employees are federally mandated under Title IX to learn about their responsibilities as mandatory reporters of gender-based harassment. "Our Inclusive Workplace" training was developed in 2014. In 2015, President Chuck Staben made the completion of **"Our Inclusive Workplace: Discrimination and Harassment Prevention for University of Idaho Employees"** mandatory for all UI employees. All full and part time employees have completed "Our Inclusive Workplace". New employees complete this training within 90 days of their date of hire.

### Campus Security Authority Training

The Clery Center video about CSA responsibilities was embedded in the University of Idaho's website in 2014 and is available for viewing to anyone logging in with their UI credentials. UI's online training program for Campus Security Authorities (CSAs) was updated in 2015. The updated training launched in August and before the end of the month over 150 CSAs completed the course.

## 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 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 2014, the Moscow Police Department partnered with the University of Idaho to provide 47 public programs aimed at crime prevention to various groups on campus including fraternities and sororities.

### Deterrence – The Campus Security Team

#### The Campus Security Team:

- Provides crime deterrence through random patrols and watching for potentially hazardous situations and criminal activity.
- Works in collaboration with Moscow Police, 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 Complementary Services:

- Campus information
- Campus SAFEWALKs
- Jumpstarts and flat tire inflation
- Assistance with after-hour building and office lockouts

The Campus Security Team is on patrol 24 hours a day, 7 days a week - including holidays and academic breaks.

## Interagency Planning, Training, and Exercises

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

### Substance Abuse Education Programs

#### Counseling and Testing Center

The Counseling and Testing Center (CTC) offers assessment, short-term counseling, groups, educational programs, and referrals for students experiencing substance use and abuse issues. Counselors work with students to explore how their use of alcohol or drugs may be a problem or could interfere with their academic success. A non-confrontational approach is used to help students develop strategies to reduce their consumption and the negative consequences of their alcohol and drug use. Online screening for alcohol problems is available on the CTC web site. Students who require intensive outpatient counseling or inpatient treatment are referred to an appropriate off-campus facility. The CTC also works with Gritman Medical Center to provide better statistical data regarding students going to the hospital for alcohol overdoses.

#### Alcohol and Other Drugs Program

In 2014, Counseling and Testing Center added a full time coordinator position for the new Alcohol and Other Drugs Program. This program encourages and supports responsible choices concerning the use of alcohol and other drugs while promoting a safe and healthy University community. In addition to supporting some of the bystander intervention programs, the Alcohol and Other Drugs Program coordinator offers **CHOICES**, an alcohol abuse prevention and harm reduction program, and **BASICS** (Brief Alcohol Screening Intervention for College Students), an intervention approach to substance abuse. Both programs are available to students.

### Campus-Community Coalition

The *Campus-Community Coalition on Reducing Risk Related to Alcohol and Other Drugs Use (CCC)* is facilitated by the coordinator for the Alcohol and Other Drugs Program. The 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 drug use. Members from the campus community include representatives from the Dean of Student's Office, Residence Life, Greek Life, Vandal Health, Athletics, Campus Security, Faculty Senate and ASUI. The coalition also includes representatives from the City of Moscow, MPD, City Council, Gritman Hospital, the Latah County Prosecutor's Office, local business owners and attorneys.

#### Moscow Police Department

MPD teaches alcohol education and blood alcohol content (BAC) awareness through an interactive presentation with six pre-determined volunteers drinking to different levels of intoxication and performing some live field sobriety testing to illustrate the different levels of impairment.

## Dean of Students Office

The Office of the 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 fraternity/sorority leaders, residence hall officers and resident advisors.

### **New Student Orientation**

Orientation for new students includes discussions on substance abuse and wellness issues.

For more information, read *the Drug and Alcohol Abuse Prevention and Education Notification for University of Idaho Students and Employees*, available under “Drug and Alcohol Information” on the Dean of Students website.

## Registered Sex Offenders

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The University advises the campus community where information provided by the State of Idaho concerning registered sex offenders may be obtained. A link to the Idaho State Police Sex Offender Registry (SOR) may be accessed from the Jeanne Clery Act page within the OPSS 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.

## Clery Act Statistics

### Crime Statistics - Moscow

University of Idaho, Moscow Campus												
	On Campus Property			**Residential Facilities			Non Campus			Public Property		
Offense:	2012	2013	2014	2012	2013	2014	2012	2013	2014	2012	2013	2014
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, Forcible	3	3	6	2	2	6	0	0	1	0	0	0
Sex Offenses, Non-Forcible	0	0	0	0	0	0	0	0	0	0	0	0
Robbery	0	0	0	0	0	0	0	0	0	0	0	0
Aggravated Assault	2	0	0	0	0	0	0	0	0	0	0	0
Burglary	13	10	3	3	4	1	3	2	2	0	0	0
Motor Vehicle Theft	0	1	2	0	0	0	0	0	0	0	0	0
Arson	0	0	0	0	0	0	0	0	0	0	0	0
<b>VAWA Crimes Added in 2013</b>	On Campus Property			**Residential Facilities			Non Campus			Public Property		
Domestic Violence	-	0	1	-	0	1	-	0	0	-	0	0
Dating Violence	-	0	1	-	0	1	-	0	0	-	0	0
Stalking	-	4	2	-	1	1	-	0	0	-	0	0
<i>**Crimes reported in the Residential Facilities column are included in the On-Campus category.</i>												

## Hate Crimes

### Moscow Campus

2012	2013	2014
No hate crimes reported.	No hate crimes reported.	No hate crimes reported.

## Arrests and Referrals

University of Idaho, Moscow Campus												
	On Campus Property			**Residential Facilities			Non Campus			Public Property		
Offense:	2012	2013	2014	2012	2013	2014	2012	2013	2014	2012	2013	2014
Liquor Law Arrests	41	46	23	10	15	7	20	7	6	40	29	23
Liquor Law Violations Referred for Disciplinary Action	228	146	148	221	146	138	1	0	2	0	0	8
Drug Law Arrests	33	25	29	19	19	26	3	0	3	5	5	0
Drug Law Violations Referred for Disciplinary Action	28	2	23	25	2	22	0	0	0	1	0	2
Illegal Weapons Possession Arrests	0	0	0	0	0	0	0	0	0	0	0	0
Illegal Weapons Possession Violations Referred for Disciplinary Action	1	0	0	1	0	0	0	0	0	0	0	0

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

## Unfounded Crimes

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.

University of Idaho, Moscow Campus			
	Unfounded Crimes		
Offense:	2012	2013	2014
Murder / Non – Negligent Manslaughter	0	0	0
Negligent Manslaughter	0	0	0
Sex Offense, Forcible	1 (NC)*	1 (NC)*	0
Sex Offenses, Non-Forcible	0	0	0
Robbery	0	0	0
Aggravated Assault	0	0	0
Burglary	0	0	0
Motor Vehicle Theft	1 (OC)*	0	0
Arson	0	0	0
<b>Hate Crimes</b>	0	0	0
VAWA Crimes Added in 2013	Unfounded Crimes		
Domestic Violence	-	0	0
Dating Violence	-	0	0
Stalking	-	0	0
Arrests and Referrals:	Unfounded Crimes		
Liquor Law Violations – Arrests	n/a	n/a	n/a
Liquor Law Violations – Referrals	n/a	n/a	n/a
Drug Law Violations – Arrests	n/a	n/a	n/a
Drug Law Violations – Referrals	n/a	n/a	n/a
Illegal Weapons Possession - Arrests	n/a	n/a	n/a
Illegal Weapons Possession - Referrals	n/a	n/a	n/a

\*Locations: OC=On Campus; RH=Residential Housing; NC=Non-Campus; PP=Public Property

## UI Centers for Higher Education

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### Boise

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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.

#### Important Phone Numbers

##### In Emergencies:

Emergency Help.....	911
Fire/Ambulance.....	911
Hazardous Materials/Chemical Spills Disaster Services.....	577-4750
Boise Police (Non-Emergency).....	377-6790
24 Hour Crisis Hotline.....	208-885-6716
Mental Health Services.....	334-0808
Idaho Water Center.....	334-2999
Idaho Water Center Parking Security.....	336-0821

##### For Medical Treatment:

St. Luke's Regional Medical Center (Non-Emergency).....	381-2222
190 E. Bannock St., Boise ID	
St. Alphonsus Regional Medical Center (Non-Emergency).....	367-2121
901 N. Curtis Rd., Boise ID	
Treasure Valley Hospital.....	373-5000
8800 Emerald, Boise ID	

##### Reporting Assistance:

24-hour Rape Crisis Hotline - Women's and Children's Alliance.....	208-345-7273
720 West Washington St., Boise, ID	

##### Employee Assistance Program:

Crisis Services 24-hour line.....	800-833-3031
Monday-Friday 8:00 am - 5:00 pm.....	800-999-1077

#### 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 on the campus. 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.

## Boise Campus Reporting Procedures

### Reporting Emergencies and Crimes

#### Step 1:

- a. Dial (line) 9-911. In most cases, such as a fire, hazardous materials release, terrorist/criminal activity, or earthquake, the appropriate number to call is (line) 9-911.
- b. Or, if it is a utility failure or utility problem, call University of Idaho Boise Operations Coordinator at (208) 364-6137 or (208) 364-6157 or the property manager, Colliers International, (208) 424-8224.

#### Step 2:

Notify Boise's AVP/CEO or Events Coordinator and Operations Manager at the numbers below.

Boise Center - AVP/ CEO.....208-364-4002  
322 E. Front St., Ste. 350, Boise ID

Events Coordinator and Operations Manager.....208-364-6137  
322 E. Front St., Ste. 324, Boise ID

**Also available to the University of Idaho community in Boise:** Two online forms are available under Security Services on the Public Safety and Security website.

- Report a Crime – CSA: Requires a UI log in to submit a report.
- Report a Crime – Silent Witness: Anyone can submit a report through the Silent Witness form. The submitter has the option to remain anonymous.

## Boise Water Center Emergency Response Plan

Idaho Water Center Emergency Handbook – September 2010

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									
	On Campus Property			Non Campus			Public Property		
Offense:	2012	2013	2014	2012	2013	2014	2012	2013	2014
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, Forcible	0	0	0	0	0	0	0	0	0
Sex Offenses, Non-Forcible	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
<b>VAWA Crimes Added in 2013</b>	On Campus Property			Non Campus			Public Property		
Domestic Violence	-	0	0	-	0	0	-	0	0
Dating Violence	-	0	0	-	0	0	-	0	0
Stalking	-	0	0	-	0	0	-	0	0
<b>Arrests and Referrals:</b>	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 2012, 2013, and 2014.

**Unfounded Crimes:** No unfounded crimes reported in 2012, 2013 or 2014.



## Coeur d'Alene

The University of Idaho's Coeur d'Alene Center for Higher Education is located at North Academic Way, Suite 242, Coeur d'Alene, Idaho. The Coeur d'Alene Center does not have campus residences.

### Important Phone Numbers

#### In Emergencies:

Emergency Help.....	911
Fire/Ambulance.....	911
Coeur d'Alene Police (Non-Emergency).....	769-2320
Fire and Ambulance (Non-Emergency).....	769-2340
24 Hour Crisis Hotline.....	208-885-6716
Mental Health Services.....	769-1406
Facilities.....	667-2588

#### For Medical Treatment:

Kootenai Medical Center.....	666-2000
2003 Kootenai Health Way, Coeur D'Alene ID	

#### Reporting Assistance:

24-hour Rape Crisis Line - North Idaho Violence Prevention Center.....	208-661-2522
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#### Employee Assistance Program:

Crisis Services 24-hour line.....	800-833-3031
Monday-Friday 8:00 am - 5:00 pm.....	800-999-1077

### Coeur d'Alene Center 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

Coeur d'Alene Center – AVP/CEO of Northern Idaho.....	208-667-2588
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.

- Report a Crime – CSA: Requires a UI log in to submit a report.
- Report a Crime – Silent Witness: Anyone can submit a report through the Silent Witness form. The submitter has the option to remain anonymous.

## 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.

University of Idaho, Coeur d’Alene Center for Higher Education									
	On Campus Property			Non Campus			Public Property		
Offense:	2012	2013	2014	2012	2013	2014	2012	2013	2014
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, Forcible	0	0	0	0	0	0	0	0	0
Sex Offenses, Non-Forcible	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	1	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
VAWA Crimes Added in 2013	On Campus Property			Non Campus			Public Property		
Domestic Violence	-	0	0	-	0	0	-	0	0
Dating Violence	-	0	0	-	0	0	-	0	0
Stalking	-	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	2	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 2012, 2013, and 2014.									
Unfounded Crimes: No unfounded crimes reported in 2012, 2013 or 2014.									

## Idaho Falls

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The Idaho Falls Center for Higher Education is located at 1776 Science Center Drive, Suite 306, Idaho Falls, Idaho, on Idaho State University's campus. The Idaho Falls Center does not have campus residences for University of Idaho students.

### Important Phone Numbers

#### In Emergencies:

Emergency Help.....	911
Fire/Ambulance.....	911
Idaho Falls Police (Non-Emergency).....	529-1200
ISU Public Safety (24/7).....	282-2515
24 Hour Crisis Hotline.....	208-885-6716
Mental Health Services.....	528-5700
ISU Facilities.....	282-2784

#### For Medical Treatment:

Eastern Idaho Regional Medical Center.....	529-6111
3100 Channing Way, Idaho Falls ID	

#### Reporting Assistance:

24-hour Crisis Hotline - Domestic Violence and Sexual Assault Center.....	208-235-2412
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#### Employee Assistance Program:

Crisis Services 24-hour line.....	800-833-3031
Monday-Friday 8:00 am - 5:00 pm.....	800-999-1077

### 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 also 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 (ISU) Public Safety. Idaho State University's Public Safety employees do not possess arrest power.

### Idaho Falls Reporting Procedures

Procedures at the Idaho Falls Center for Higher Education are official procedures of Idaho State University (ISU).

1. Campus Emergency Services: ON CAMPUS dial 2515, OFF CAMPUS dial 282-2515.
2. In a medical or police emergency in which Public Safety cannot be reached, dial 911.
3. When calling, stay calm and carefully explain the problem and location to the Dispatcher.
4. Do not hang up until told to do so.

5. Notify the Building Coordinator of any emergency situations.
6. Keep calm. Keep others calm.

Idaho Falls Center - AVP/CEO.....208-282-7960  
Idaho Falls, 1776 Science Center Dr., Idaho Falls ID

**Also 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.

- Report a Crime – CSA: Requires a UI log in to submit a report.
- Report a Crime – Silent Witness: Anyone can submit a report through the Silent Witness form. The submitter has the option to remain anonymous.

## Emergency Response Policies and Procedures

Policies and procedures for emergency response at UI's Idaho Falls Center is under ISU's Department of Public Safety. Their comprehensive Emergency Response Plan is available on the ISU website.

The purpose of ISU's Emergency Response Plan 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 liaison 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. Evacuation drills will be scheduled by the Building Coordinator and Public Safety 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 situation.
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

On July 29, 2014 Idaho State University (ISU) conducted an emergency training exercise on their Pocatello campus. Participants included city, regional and state agencies. The 2015 drill is scheduled to take place at ISU's University Place in Idaho Falls.

University of Idaho, Idaho Falls Center for Higher Education									
	On Campus Property			Non Campus			Public Property		
Offense:	2012	2013	2014	2012	2013	2014	2012	2013	2014
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, Forcible	0	0	0	0	0	0	0	0	0
Sex Offenses, Non-Forcible	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
<b>VAWA Crimes Added in 2013</b>	On Campus Property			Non Campus			Public Property		
Domestic Violence	-	0	0	-	0	0	-	0	0
Dating Violence	-	0	0	-	0	0	-	0	0
Stalking	-	0	0	-	0	0	-	0	0
<b>Arrests and Referrals:</b>	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 2012, 2013, and 2014.

**Unfounded Crimes:** No unfounded crimes reported in 2012, 2013 or 2014.

## Fire Safety Report

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### 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.

#### **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.

#### **The Building Alarms Alert the Fire Department**

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

#### Evacuation Procedures

##### **Residence Halls**

- 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 and cross to the other side of the street, immediately.

For students living in a Living Learning Community (LLC), you must evacuate to a location off of 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 evacuate to the other side of the street in the event of a fire alarm.



## Annual Fire Sprinkler Inspection and Testing

Western States Fire Protection ran their annual inspection and testing of the wet and dry sprinkler systems on the University of Idaho campus from May 19-23 and July 21-25, 2014. There was no disruption of normal services.

## Fire Notification Reporting Procedure

1. The individual reporting a fire (staff member or student) notifies the fire department
2. The individual reporting a fire then notifies the University Housing staff member on call
3. The University Housing staff member assesses the situation and notifies the Director of University Housing
4. Any additional notifications are made by the Housing director
5. The staff member on call completes a fire report
6. The Assistant to the Director is responsible for faxing 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.

## Fire Safety – Systems and Equipment

Residence Halls - Location	Fire Alarm System	In Room Smoke Detectors	Corridor Smoke Detection	Fire Alarm Monitored by MFD	Fire Sprinkler System	Evacuation Drills
Wallace Complex – 1080 West 6 <sup>th</sup> Street	Yes	Yes	Yes	Yes	Partial*	2
Theophilus Tower – 1001 Paradise Creek St.	Yes	Yes	Yes	Yes	Partial*	2
Targhee Hall – 1305 Taylor Avenue	Yes	Yes	Yes	Yes	No	2
McConnell – 1020 West 6 <sup>th</sup> Street	Yes	Yes	Yes	Yes	Full	2
Living and Learning Community 3901 Paradise Creek Street – Building 1-3	Yes	Yes	Yes	Yes	Full	2
Living and Learning Community 901 Paradise Creek Street – Building 4	Yes	Yes	Yes	Yes	Full	2
Living and Learning Community 901 Paradise Creek Street – Building 5	Yes	Yes	Yes	Yes	Full	2
Living and Learning Community 901 Paradise Creek Street – Building 6	Yes	Yes	Yes	Yes	Full	2
Living and Learning Community 901 Paradise Creek Street – Building 7	Yes	Yes	Yes	Yes	Full	2
Living and Learning Community 901 Paradise Creek Street – Building 8	Yes	Yes	Yes	Yes	Full	2

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

On Campus Apartments and 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 – 470 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
South Hill Apartments – 528 Taylor Avenue	No	Yes	Yes	Yes	No
South Hill Apartments – 425 Sweet Avenue	No	Yes	Yes	Yes	No
South Hill Apartments – 1011 Deakin Ave.	No	Yes	Yes	Yes	No
South Hill Apartments – 1012 Deakin Ave.	No	Yes	Yes	Yes	No
South Hill Apartments – 1016 Deakin Ave.	No	Yes	Yes	Yes	No
South Hill Apartments – 1020 Deakin Ave.	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

\*Apartment addresses were updated on 10/1/2014 to correctly reflect each building and street address.

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	3
Sigma Chi – 735 Nez Perce Drive	Yes	Yes	Yes	Yes	Yes	2	0
Alpha Gamma Delta – 727 Nez Perce Drive	Yes	Yes	Yes	Yes	Yes	2	3
Alpha Kappa Lambda – 701 Nez Perce Drive	Yes	Yes	Yes	Yes	No	2	3
FarmHouse – 1101 Blake Avenue	Yes	Yes	Yes	Yes	Yes	2	0
Kappa Delta – 514 Sweet Avenue	Yes	Yes	Yes	Yes	Yes	2	-
Kappa Alpha Theta – 630 Elm Street	Yes	Yes	Yes	Yes	Yes	2	2
Theta Chi – 620 Elm Street	Yes	Yes	Yes	Yes	Yes	2	-

- Could not obtain information about fire drills conducted.

## Fire Safety - Improvements

### Improvements Completed

#### **2014**

##### Residence Halls:

1. Completed checking and revising emergency lighting in residence hall buildings (project started in 2013).
2. Fire dampers replaced in all Living and Learning Community buildings.
3. Fire doors replaced on the first floor, Gooding Wing, in Wallace Complex.
4. Facilities' scheduled maintenance of fire extinguishers in residence halls increased for more consistent service.

##### Greek Houses:

1. Alpha Kappa Lambda installed new exit signs.

### Improvements Planned

#### **2015**

##### Residence Halls:

1. All fire doors will be replaced in Wallace Complex during the current remodel project.

## Fire Safety – Statistics

### Fire Statistics 2012

Fire Statistics 2012 Housing Facility/Residence*	Number of Fires	Cause of Fire	Injuries	Deaths	Property Damage	Damaged Property Value
Wallace Complex – 1080 West 6 <sup>th</sup> Street	0					
Theophilus Tower – 1001 Paradise Creek St.	0					
Targhee Hall – 1305 Taylor Avenue	0					
McConnell – 1020 West 6 <sup>th</sup> Street	0					
Living and Learning Community 901 Paradise Creek Street – Building 1-3	0					
Living and Learning Community 901 Paradise Creek Street – Building 4	0					
Living and Learning Community 901 Paradise Creek Street – Building 5	1	Trash/rubbish fire contained to receptacle - Undetermined	0	0	0	\$ 0.00
Living and Learning Community 901 Paradise Creek Street – Building 6	0					
Living and Learning Community 901 Paradise Creek Street – Building 7	1	Unintentional – Glove caught fire in microwave	0	0	0	\$ 0.00
Living and Learning Community 901 Paradise Creek Street – Building 8	0					
Elmwood Apartments – 627 Elm Street	0					
South Hill Apartments – 418 Taylor Avenue	0					
South Hill Apartments – 426 Taylor Avenue	0					
South Hill Apartments – 430 Taylor Avenue	0					
South Hill Apartments – 458 Taylor Avenue	0					
South Hill Apartments – 464 Taylor Avenue	0					
South Hill Apartments – 470 Taylor Avenue	0					
South Hill Apartments – 486 Taylor Avenue	0					
South Hill Apartments – 492 Taylor Avenue	0					
South Hill Apartments – 506 Taylor Avenue	0					
South Hill Apartments – 510 Taylor Avenue	0					
South Hill Apartments – 514 Taylor Avenue	0					
South Hill Apartments – 518 Taylor Avenue	0					
South Hill Apartments – 524 Taylor Avenue	0					
South Hill Apartments – 528 Taylor Avenue	0					
South Hill Apartments – 1011 Deakin Ave.	0					
South Hill Apartments – 1012 Deakin Ave.	0					
South Hill Apartments – 1016 Deakin Ave.	0					
South Hill Apartments – 1020 Deakin Ave.	0					
South Hill Vista Apts. – 301 Sweet Avenue	0					
South Hill Vista Apts. – 303 Sweet Avenue	0					
South Hill Vista Apts. – 307 Sweet Avenue	0					
South Hill Vista Apts. – 311 Sweet Avenue	0					
South Hill Vista Apts. – 315 Sweet Avenue	0					
South Hill Vista Apts. – 319 Sweet Avenue	0					
South Hill Vista Apts. – 334 Taylor Avenue	0					
South Hill Vista Apts. – 342 Taylor Avenue	0					
South Hill Vista Apts. – 350 Taylor Avenue	1	Unintentional – Excessive heat and scorch burns, no ignition	0	0	0	\$ 0.00
South Hill Vista Apts. – 354 Taylor Avenue	0					
South Hill Vista Apts. – 374 Taylor Avenue	0					
South Hill Vista Apts. – 380 Taylor Avenue	0					
Alpha Gamma Rho – 745 Nez Perce Drive	0					
Sigma Chi – 735 Nez Perce Drive	0					
Alpha Gamma Delta – 727 Nez Perce Drive	0					
Alpha Kappa Lambda – 701 Nez Perce Drive	0					

FarmHouse – 1101 Blake Avenue	0					
Kappa Delta – 514 Sweet Avenue	0					
Kappa Alpha Theta – 630 Elm Street	0					
Theta Chi – 620 Elm Street	0					

## Fire Statistics 2013

Fire Statistics 2013 Housing Facility/Residence*	Number of Fires	Cause of Fire	Injuries	Deaths	Property Damage	Damaged Property Value
Wallace Complex – 1080 West 6 <sup>th</sup> Street	0					
Theophilus Tower – 1001 Paradise Creek St.	0					
Targhee Hall – 1305 Taylor Avenue	0					
McConnell – 1020 West 6 <sup>th</sup> Street	0					
Living and Learning Community 901 Paradise Creek Street – Building 1-3	0					
Living and Learning Community 901 Paradise Creek Street – Building 4	0					
Living and Learning Community 901 Paradise Creek Street – Building 5	0					
Living and Learning Community 901 Paradise Creek Street – Building 6	0					
Living and Learning Community 901 Paradise Creek Street – Building 7	0					
Living and Learning Community 901 Paradise Creek Street – Building 8	0					
Elmwood Apartments – 627 Elm Street	0					
South Hill Apartments – 418 Taylor Avenue	0					
South Hill Apartments – 426 Taylor Avenue	0					
South Hill Apartments – 430 Taylor Avenue	0					
South Hill Apartments – 458 Taylor Avenue	0					
South Hill Apartments – 464 Taylor Avenue	0					
South Hill Apartments – 470 Taylor Avenue	0					
South Hill Apartments – 486 Taylor Avenue	0					
South Hill Apartments – 492 Taylor Avenue	0					
South Hill Apartments – 506 Taylor Avenue	0					
South Hill Apartments – 510 Taylor Avenue	0					
South Hill Apartments – 514 Taylor Avenue	0					
South Hill Apartments – 518 Taylor Avenue	0					
South Hill Apartments – 524 Taylor Avenue	0					
South Hill Apartments – 528 Taylor Avenue	0					
South Hill Apartments – 1011 Deakin Ave.	0					
South Hill Apartments – 1012 Deakin Ave.	0					
South Hill Apartments – 1016 Deakin Ave.	0					
South Hill Apartments – 1020 Deakin Ave.	0					
South Hill Vista Apts. – 301 Sweet Avenue	0					
South Hill Vista Apts. – 303 Sweet Avenue	0					
South Hill Vista Apts. – 307 Sweet Avenue	0					
South Hill Vista Apts. – 311 Sweet Avenue	0					
South Hill Vista Apts. – 315 Sweet Avenue	0					
South Hill Vista Apts. – 319 Sweet Avenue	0					
South Hill Vista Apts. – 334 Taylor Avenue	0					
South Hill Vista Apts. – 342 Taylor Avenue	0					
South Hill Vista Apts. – 350 Taylor Avenue	0					
South Hill Vista Apts. – 354 Taylor Avenue	0					
South Hill Vista Apts. – 374 Taylor Avenue	0					
South Hill Vista Apts. – 380 Taylor Avenue	0					
Alpha Gamma Rho – 745 Nez Perce Drive	0					
Sigma Chi – 735 Nez Perce Drive	0					
Alpha Gamma Delta – 727 Nez Perce Drive	0					
Alpha Kappa Lambda – 701 Nez Perce Drive	0					
FarmHouse – 1101 Blake Avenue	0					
Kappa Delta – 514 Sweet Avenue	0					
Kappa Alpha Theta – 630 Elm Street	0					
Theta Chi – 620 Elm Street	0					

## Fire Statistics 2014

Fire Statistics 2014 Housing Facility/Residence*	Number of Fires	Cause of Fire	Injuries	Deaths	Property Damage	Damaged Property Value
Wallace Complex – 1080 West 6 <sup>th</sup> Street	0					
Theophilus Tower – 1001 Paradise Creek St.	0					
Targhee Hall – 1305 Taylor Avenue	0					
McConnell – 1020 West 6 <sup>th</sup> Street	0					
Living and Learning Community 901 Paradise Creek Street – Building 1-3	0					
Living and Learning Community 901 Paradise Creek Street – Building 4	0					
Living and Learning Community 901 Paradise Creek Street – Building 5	0					
Living and Learning Community 901 Paradise Creek Street – Building 6	0					
Living and Learning Community 901 Paradise Creek Street – Building 7	0					
Living and Learning Community 901 Paradise Creek Street – Building 8	0					
Elmwood Apartments – 627 Elm Street	0					
South Hill Apartments – 418 Taylor Avenue	0					
South Hill Apartments – 426 Taylor Avenue	0					
South Hill Apartments – 430 Taylor Avenue	0					
South Hill Apartments – 458 Taylor Avenue	0					
South Hill Apartments – 464 Taylor Avenue	0					
South Hill Apartments – 470 Taylor Avenue	0					
South Hill Apartments – 486 Taylor Avenue	0					
South Hill Apartments – 492 Taylor Avenue	0					
South Hill Apartments – 506 Taylor Avenue	0					
South Hill Apartments – 510 Taylor Avenue	0					
South Hill Apartments – 514 Taylor Avenue	0					
South Hill Apartments – 518 Taylor Avenue	0					
South Hill Apartments – 524 Taylor Avenue	0					
South Hill Apartments – 528 Taylor Avenue	0					
South Hill Apartments – 1011 Deakin Ave.	0					
South Hill Apartments – 1012 Deakin Ave.	0					
South Hill Apartments – 1016 Deakin Ave.	0					
South Hill Apartments – 1020 Deakin Ave.	0					
South Hill Vista Apts. – 301 Sweet Avenue	0					
South Hill Vista Apts. – 303 Sweet Avenue	0					
South Hill Vista Apts. – 307 Sweet Avenue	0					
South Hill Vista Apts. – 311 Sweet Avenue	0					
South Hill Vista Apts. – 315 Sweet Avenue	0					
South Hill Vista Apts. – 319 Sweet Avenue	0					
South Hill Vista Apts. – 334 Taylor Avenue	0					
South Hill Vista Apts. – 342 Taylor Avenue	0					
South Hill Vista Apts. – 350 Taylor Avenue	0					
South Hill Vista Apts. – 354 Taylor Avenue	0					
South Hill Vista Apts. – 374 Taylor Avenue	0					
South Hill Vista Apts. – 380 Taylor Avenue	0					
Alpha Gamma Rho – 745 Nez Perce Drive	0					
Sigma Chi – 735 Nez Perce Drive	0					
Alpha Gamma Delta – 727 Nez Perce Drive	0					
Alpha Kappa Lambda – 701 Nez Perce Drive	0					
FarmHouse – 1101 Blake Avenue	0					
Kappa Delta – 514 Sweet Avenue	0					
Kappa Alpha Theta – 630 Elm Street	0					
Theta Chi – 620 Elm Street	0					