



# **Community Colleges of Spokane**

**Spokane Community College  
Spokane Falls Community College**

## **2023 Annual Security Report**

Containing information for the 2023-24 Academic Year and crime statistics for the previous three calendar years (2020, 2021 and 2022)

## **Introduction**

Community Colleges of Spokane (CCS) serves students at two college campuses and off-campus locations in six northeastern Washington counties. [CCS's Board of Trustees Policy 2.30.05](#) states, "Every person in the organization shall be assigned the responsibility for both individual and organizational safety." CCS, and its two separately accredited colleges, Spokane Community College (SCC) and Spokane Falls Community College (SFCC), provides important safety information in this report for prospective and current members of our community and to meet Campus Security Policy and Campus Crime Statistics Act (Clery Act) requirements. Please reference this report to increase your awareness and learn more about personal safety measures you can take, campus crime prevention and safety awareness education measures and CCS policies and procedures in place to respond to and prevent crimes.

This report contains policy statements that apply to the entire CCS district, and if there are differences at a campus or location, they will be noted. For Clery purposes, the Pullman Center is affiliated with SFCC and all other centers are affiliated with SCC. All resource phone numbers and addresses listed in this report were correct at the time of publication.

This Annual Security Report verifies that CCS has written policies and procedures that comply with the Student Right to Know Act, Clery Act, Title IX, Higher Education Opportunity Act, Drug Free Schools and Communities Act, Drug Free Workplace Act, Campus Sexual Violence Elimination Act and the Violence Against Women Act. CCS does not have on campus residential living facilities for students; therefore, it does not prepare an Annual Fire Safety Report or have a missing student notification policy. If a CCS student is reported missing, the Office of Campus Security assists the investigating law enforcement agency.

CCS sends an annual email notice to students' official email address and employees' college email address with a web link to this report. In the event no email address is available, the report's web address is mailed to the student's mailing address on file with CCS. This report is also located on [CCS's Student Right to Know webpage](#).

Throughout this report, hyperlinks to CCS policies, procedures, forms and other resources are provided for individuals who are interested in additional information. Since this report has been written to comply with web accessibility standards, the actual web addresses for all materials referred to in this document are listed in Appendix A.

## **Campus Law Enforcement**

Campus Security staff have the responsibility to enforce CCS Washington Administrative Code 132Q, which includes the authority to request identification from individuals. Per [WAC 132Q-07-010](#), Students who refuse to provide identification may be asked to leave campus or referred for violation of the [Standards of Conduct for Students](#). Per [WAC 132Q-07-060](#), non-students who refuse to provide identification may be asked to leave campus, permanently barred from CCS facilities via a trespass notice or referred to law enforcement for possible criminal charges by the appropriate president or designee of the college.

The jurisdiction for CCS Security staff to perform their duties is limited to CCS facilities and properties. CCS Campus Security staff are not sworn or commissioned law enforcement personnel, but they are able

to make a citizen's arrest. Under Washington State law, a citizen's arrest can be made for a misdemeanor if the misdemeanor was committed in the citizen's presence and constituted a breach of the peace. A person can also conduct a citizen's arrest for felonies if the felony was committed in their presence.

The Office of Campus Security maintains cooperative relationships with the Spokane Police Department, Spokane Valley Police Department, Spokane County Sheriff's Office, Pullman Police Department, WSU Police Department, Whitman County Sheriff Office, Colville Police Department, Stevens County Sheriff, Pend Oreille County Sheriff and Washington State Patrol. CCS exchanges relevant information and receives assistance from local police for alleged criminal incidents. CCS does not have any written memos of understanding (MOUs) related to the investigation of alleged criminal incidents.

CCS has a written interagency agreement with Washington State University (WSU) since the Pullman Center is located on the WSU Pullman campus. CCS and WSU collaborate to provide a safe, healthful and secure academic environment at the WSU Pullman campus for the benefit of the students, faculty, and staff of both institutions. Pullman CCS students have access to many services and all campus buildings, except for residence halls. This is the sixth year CCS has included WSU campus crime statistics in its Annual Security Report, which is why the number of Clery reportable crimes has increased significantly from previous years.

### **Monitoring Criminal Activity by Students at Off-campus Locations**

CCS has off-campus locations in Spokane, Spokane Valley, Pullman, Colville, Newport, Inchelium and Republic, Washington. As noted earlier, the Pullman Center is located on the WSU Pullman campus. CCS does not have any officially recognized student organizations with off-campus facilities.

When a college or a college organization hosts an off-campus activity, the presence of an appropriate number of college staff is required to oversee the event. These staff members are considered Campus Security Authorities who have been offered training in the reporting of criminal activity consistent with state and Federal law. Any reportable incident must be disclosed to the Office of Campus Security as quickly as possible and the office coordinates as necessary with local law enforcement agencies.

### **Reporting Crimes or Other Emergencies**

As per [CCS's Emergency Immediate Actions Guide](#) and [CCS Administrative Procedure 3.40.01-F Security Reports](#), criminal actions and other emergencies should be promptly reported to the Office of Campus Security in person, by telephone (509-533-3333), email and/or via an internal online [Security Incident Report](#). Individuals at all campus locations should call 911 in the event of an emergency. On-campus emergency assistance is available by calling the Office of Campus Security at 509-533-3333. Pullman CCS students should report crimes and other emergencies to the WSU Police Department at 509-332-2521. WSU Police and CCS Office of Campus Security staff will coordinate reporting and follow up as appropriate.

CCS encourages accurate and prompt reporting of all crimes and other incidents to the proper authority, including local law enforcement agencies, through quarterly emails sent to employees from the Office of Campus Security. This information is also included in a quarterly email notice sent to SCC and SFCC students by the Vice President of Student Services/Affairs Office. Crime witnesses are also encouraged to report a crime when a crime victim elects to, or is unable to, make a crime report. Incidents reported

to the Office of Campus Security are included in this Annual Security Report on page 22. Faculty and staff assigned responsibility as a Campus Security Authority are identified and offered training, and when they receive information about criminal activity, they report it to the Office of Campus Security in a timely manner. Anyone else receiving information about criminal activity is encouraged to report it on a voluntary, confidential (but not anonymous) basis so it may be included in the Annual Security Report.

The following college officials are authorized to accept, and process reports of criminal offenses so a timely warning may be made if required and the crime may be included in CCS's annual crime statistics. SFCC designated individuals receive reports for SFCC and the SCC designated individuals receive reports regarding students from SCC and all other college centers. Pullman Center students should report crimes to the WSU Police Department.

Spokane Community College  
Director of Campus Security  
Building 50, Room 118, MS 2159  
509-533-8624

Spokane Falls Community College  
Director of Campus Security  
Building 16, Room 145, MS 3160  
509-533-3555

Spokane Community College  
Vice President of Student Services  
Building 1, Room R228A, MS 2150  
509-533-7015

Spokane Falls Community College  
Vice President of Student Affairs  
Building 30, Room 223, MS 3010  
509-533-3514

WSU Police Department  
2201 E. Grimes Way  
Pullman, WA 99163  
509-332-2521

All incidents reported to the Office of Campus Security are investigated, documented as necessary and referred to Student Services/Affairs, law enforcement or other agencies as determined by the appropriate Director of Campus Security. Reports of child neglect are documented and reported to law enforcement or the Department of Social and Health Services per [CCS Administrative Procedure 2.30.05-C Mandatory Reporting of Suspected Child Abuse/Neglect](#).

Student conduct issues that are potential Title IX violations (i.e., sexual assault, domestic violence, dating violence and stalking) are reported to Student Services/Affairs and/or the appropriate college Title IX coordinator per [CCS Administrative Procedure 3.30.01-B Title IX Grievance Procedures for Students](#). Conduct that does not meet the definition of a Title IX violation may still be addressed by [CCS Administrative Procedure 3.30.01-A Prevention and Response to Complaints of Discrimination, Sexual Harassment or Misconduct, Domestic or Dating Violence, Stalking and Retaliation by Students](#). Please refer to the Dating Violence, Domestic Violence, Sexual Assault and Stalking section of this report on page 11 for more information.

Potential employee Title IX violations are reported to the CCS Title IX Coordinator per [CCS Administrative Procedure 2.30.01 - D Title IX Procedures for Employees](#). Conduct that does not meet the definition of a Title IX violation may still be addressed by [CCS Administrative Procedure 2.30.01-A Complaints of Discrimination, Sexual Harassment or Misconduct, Domestic Violence or Dating Violence, Stalking or Retaliation](#). Please refer to the Dating Violence, Domestic Violence, Sexual Assault and Stalking section of this report on page 11 for more information.

CCS reports data for crimes on campus and at off-campus college centers and class locations and their adjacent public property. CCS also reports crimes that occur in buildings or on property, not owned by but controlled by CCS and not within the same reasonably contiguous geography of CCS, which are frequently used by students to directly support, or in relation to, its educational purposes. For crimes that occur on adjacent public property, CCS partners with local law enforcement agencies to gather the data. CCS requests data for crimes that occur in the Clery reportable geography of individual centers from the appropriate law enforcement agency. This information is collated with the internal reports and summarized by category.

CCS does not have any officially recognized student organizations with off-campus facilities.

The Office of Campus Security follows timely warning guidelines set forth by the Clery Act. Warning reports or security alerts to the college community regarding crimes that have occurred are issued via email, text alert and other appropriate channels on a timely basis.

### **Professional Counselors and Reporting**

All CCS counselors, because of the nature of their work, are Campus Security Authorities. A “professional” counselor, as defined in the Clery Act, is a counselor whose official responsibilities include providing psychological counseling to members of the institution’s community and who is functioning within the scope of their license or certification. “Professional counselors,” when acting in that capacity, are **not** considered Campus Security Authorities and are not required to report crimes for inclusion into the CCS Annual Security Report, except where disclosure is permitted or required by law.

When acting in the role of professional counselor, counselors are encouraged to inform the student where to report crimes on a voluntary basis for inclusion in the annual crime statistics. If the counselor deems it appropriate, the student should also be encouraged to contact the Office of Campus Security and/or local law enforcement.

CCS does not have any pastoral counselors.

### **Timely Warning Notifications**

The Office of Campus Security carefully reviews all reports of criminal activity, and when appropriate, warns the CCS community of serious crimes or threats occurring on or near campus. Depending on the nature and level of the threat, student and employee email accounts and/or the RAVE Emergency Alert messaging system may be used to disseminate timely warnings. These timely warnings may also be posted on the CCS, SCC and SFCC web pages. All enrolled students, faculty and staff are automatically enrolled in the emergency notification system. CCS encourages students and employees to visit [Get Rave](#) to confirm or update their contact information.

Pullman CCS students should visit [WSU’s Office of Emergency Management](#) web page to learn more about emergency plans and procedures and WSU text alerts. Timely warnings may also be posted on the [WSU](#) web pages.

Timely warnings are intended to inform the campus community to take general or specific precautions to be safe on campus and to aid in the prevention of students and employees being the victims of further criminal activity. Only the information required to adequately inform students and employees is

included in a timely warning. Victim information is generally considered confidential and is not to be disclosed as part of a crime alert or timely warning. For more information, refer to [CCS Administrative Procedure 2.30.05-R Emergency Communications](#).

CCS has a Current COVID-19 Requirements web page on the [SCC](#), [SFCC](#) and [CCS](#) web sites with links to information including exposure and isolation guidance.

### **Emergency Response and Evacuation**

CCS promptly evaluates any emergency or dangerous situation to determine if it is an immediate threat to the health or safety of students or employees. According to [CCS's Emergency Management Plan](#) and [CCS Administrative Procedure 2.30.05-R Emergency Communications](#), in an emergency, the first CCS employee on the scene is empowered to take charge of the situation and mobilize crisis responders until relieved by a trained Campus Emergency Response Team member. Members of the Campus Emergency Response Team are representatives from Security, Facilities, Public Information, Information Technology, Student Services/Affairs administration at both colleges and District Administration who have been identified as the responders to emergency incidents. These employees are required to participate in online National Incident Management System (NIMS) and Incident Command System (ICS) training programs developed by the Federal Emergency Management Agency (FEMA) to address various emergency events.

Additionally, each CCS building has a Safety and Security Representative (SSR) appointed by the campus presidents. The SSR serves as the emergency point of contact regarding safety and security issues affecting their respective building. A primary SSR function is to develop, in conjunction with the CCS Office of Campus Security, a Building Emergency Action Plan (BEAP) for their building. In the case of an actual emergency in their building, the SSR or their designee activates the emergency plan and serves as the primary point of contact for emergency response personnel throughout the incident. SSRs also organize the Building Emergency Action Team (BEAT), whose members train and assist in the implementation of emergency response procedures; coordinate and conduct training related to emergency preparedness and response for students, faculty and staff in their respective building; execute and evaluate emergency response drills; receive and monitor emergency communication from Campus Security; and disseminate relevant information to building occupants.

The CCS Office of Campus Security coordinates with law enforcement or other first responders to confirm an emergency exists. Office of Campus Security personnel confirms an emergency exists by direct communication with First Responders. In the event of a confirmed emergency, CCS notifies students, faculty, staff, visitors and the community in a timely and appropriate manner.

Emergency messaging is developed and distributed at three tiers. The Incident Commander (IC) is responsible for the initial message as quickly as possible. The Incident Command/Emergency Operations Center (EOC) is responsible for messaging during and immediately following the incident. The Emergency Communication Team (ECT) is responsible for messages related to the aftermath of the situation and resumption of business.

When immediate emergency messaging is necessary to prevent loss of life or injury, CCS Security Officers may issue the preliminary alerts using the RAVE alert tool. Following the initial alert, ECT members will take the lead communications role to gather information, create message recommendations for IC/EOC review and approval, distribute messages using available communications

methods, anticipate follow-up message opportunities or needs, advise the IC/EOC and issue updates as frequently as possible.

CCS recognizes that no single means of communication reaches all students, faculty, staff, visitors and the community so it may utilize a variety of communication methods during emergencies including two-way radios, text messaging alert, automated telephone message, email, fire alarms, limited internal public address systems, SSRs, Operations Hotline, web-based operations updates, social media channels, news media, on-campus electronic signs and phone trees in order to notify the appropriate campus community. Please refer to the [SCC](#), [SFCC](#) or [CCS](#) Emergency Information web pages for more information about CCS's emergency alert system and [WSU's Office of Emergency Management](#) for more information about WSU's emergency alert system.

Based on the Spokane geographical region, local expertise and national data, certain types of incidents have been identified as important for CCS to be prepared to manage (e.g., extreme weather). Message templates have been developed to make initial immediate emergency communications easier and the Chief Institutional Advancement & External Affairs Officer, or their designee, sends out these messages.

In the event of other incidents, the Chancellor and/or college President(s) mobilizes the appropriate staff, including the Chief Institutional Advancement & External Affairs Officer, to gather facts, determine content and decide upon communication strategies for the campus and larger community. Through its RAVE alert system, CCS can send messages to all CCS employees, all SCC students at any location and all SFCC students at any location. In addition, CCS students who attend classes at the Pullman Center and CCS employees who work there may subscribe to the WSU emergency notification system as part of our MOU with WSU. Students and employees should contact the Pullman Center Manager or visit office number 201A in the Pullman Annex Building to learn how to subscribe.

CCS will without delay, and considering the safety of the community, determine the content of the emergency notification and initiate the notification system. The only reason CCS would not immediately issue a notification for a confirmed emergency or dangerous situation would be if doing so would compromise efforts to assist a victim or to contain, respond to or otherwise mitigate the emergency. The decision not to send an immediate notification is made by the Chancellor, college Presidents and Chief Institutional Advancement & External Affairs Officer or their designees.

A college campus, or the entire district, will be notified using the various means previously noted if 1) there is potential that a large segment of the community will be impacted by a situation, 2) when a situation threatens the operations of an entire campus or the district or 3) if there is an immediate danger at a campus or district location that puts people at risk and CCS needs to provide direction about safety actions to take (e.g., a gas leak or train derailment requires directing students and employees to a safe location).

Evacuation is one of the primary strategies that a campus employs during emergencies. An evacuation can be from an area, a building or an entire campus. CCS designates employees in each major building as Safety and Security Representatives. These representatives and the Building Emergency Action Team members are provided training and they assist with building evacuations. These individuals receive training, either online or by attending one of two trainings via Zoom. CCS posts its evacuation procedures and [Emergency Immediate Actions Guide](#) in classrooms and offices and also on the [CCS web site](#). These procedures include how to evacuate a building and the campus in the event of an

emergency closure. Emergency notifications may also be used to direct students and employees to a safe location.

The Office of Campus Security conducts at least one unannounced evacuation drill and one unannounced lockdown drill during fall or spring quarter at a time when each building is typically occupied. The Office of Campus Security will also conduct its own drills at the CCS Pullman Center Annex. Each drill is documented, evaluated and written suggested areas of improvement are provided to each building administrator and campus executive staff. The Office of Campus Security maintains records of all emergency response drills it conducts.

### **Campus Security, Access and Maintenance**

SCC and SFCC are open campuses, which means community members may access campus facilities. Community members may also access the facilities at the off-campus centers. The campus facilities and parking lots of CCS's two main campuses are routinely patrolled 24 hours a day, seven days a week by Campus Security and contracted security services. Spokane centers are patrolled and responded to by Campus Security staff Monday through Friday from 6 a.m. to 10 p.m. Additional security may be added for events at both the main campuses and off campus centers. Limited emergency assistance is available. After hours, many facilities are monitored electronically. The WSU campus is patrolled by the WSU Police Department. The rural off-campus centers are only patrolled by CCS on an as needed basis. Local law enforcement are the primary responders to call for assistance at the rural college centers.

Campus Security staff use the Building Security Survey form to evaluate the safety and security of CCS buildings at least once every two years. The inspection report notes the listed deficiencies, the date the inspection was sent to the appropriate building administrator and includes a scanned version of the survey as an attachment. Any condition determined critical to safety/security is submitted as a corrective maintenance work order to the Facilities Department. Such work orders are prioritized per [CCS Administrative Procedure 6.00.01-C Corrective Maintenance](#). Copies of completed inspections are maintained in the Office of Campus Security.

Neither SCC nor SFCC have on campus housing for students. While WSU has on campus student housing, it is not available to CCS students.

### **Security Awareness and Crime Prevention Programs**

CCS promotes the "If You See Something, Say Something™" concept. The [Department of Homeland Security's website](#) states in part "if you see something you know shouldn't be there—or someone's behavior that doesn't seem quite right—say something. Because only you know what is supposed to be in your everyday." Members of the college community are also encouraged to follow standard crime prevention practices such as locking their motor vehicles, parking and walking in well-lit areas and being aware of their surroundings.

New SFCC students are informed during orientation sessions of CCS security procedures and practices and are encouraged to be responsible for their own and other's security and safety. New SCC students are referred to resources and other campus information through orientation programs, then they receive notifications about campus safety tips via quarterly emails. SCC students are informed of an online repository of campus resources and policy information that includes campus policies, security



resources, and student rights and responsibilities. SCC and SFCC students are also encouraged to complete online training which covers consent and sexual violence, drug and alcohol abuse, hazing, bullying and mental well-being. New CCS full-time employees are informed during onboarding sessions of CCS security procedures and practices, and they are also encouraged to be responsible for their own and other's security and safety.

CCS offers safety, security and crime prevention training opportunities for students and employees to promote a culture of safety and security. In the 2022-23 academic year, the Office of Campus Security provided "active shooter" training three times and an online version of the training is also available for students and employees to access. Additional trainings are offered annually to employees in the following areas: Building Evacuation Coordination was offered twice virtually; Emergency Management Planning was offered once virtually and both trainings are available online. The Office of Campus Security is also available to provide training upon request (e.g., critical incident simulation) to individual departments. Additionally, select employees participate in online National Incident Management System (NIMS) and Incident Command System (ICS) training programs developed by FEMA. These employees have been identified as either a NIMS/ICS "General Employee" (those who will most likely be involved in some area of the CCS ICS structure during an emergency and need general knowledge of how ICS and NIMS work) or as a "Key Employee" (those who will definitely be involved in the ICS structure during an emergency and most likely will be in a decision-making role).

At SFCC, specific safety and security information is provided during new student orientations, and students are informed about sexual assault prevention tips and how to report acts of sexual violence and are required to watch a short video that explains consent. At SCC, students receive information about campus policies and resources in student success courses and via email on a quarterly basis. Signs are posted in campus and off-campus center restrooms, except for the Pullman Center, encouraging individuals to report matters of concern to the appropriate Title IX Coordinator.

A variety of educational programming activities are offered at both colleges including personal safety, dating violence, partner/domestic violence and bystander intervention workshops for students at SFCC and dating, domestic violence and sexual assault roundtables, speakers, exhibits and activities focused on Sexual Assault Awareness Month (April) and Domestic Violence Awareness Month (October) at SCC. Some of the educational programming activities offered at the main campuses are also available to students at the off-campus centers either in person or remotely.

Each quarter employees are emailed a newsletter that outlines general campus safety information and crime prevention tips; safety escorts; parking; smoking, tobacco, marijuana, alcohol and firearm prohibitions; sexual assault, domestic violence, stalking and dating violence resources; lockdown and evacuation procedures; seasonal safety tips; building access and emergency drills information; links to the CCS Right to Know web page, current Annual Security Report and community agency resources. This information is also included in a quarterly email notice sent to SCC and SFCC students by the Vice President of Student Services/Affairs Office. SCC also promotes this information via social media posts. Posters outlining emergency procedures and the [Emergency Immediate Actions Guide](#) are also distributed and posted in classrooms and offices on campus and at the off-campus centers.

### **Drug and Alcohol Policies and the Drug and Alcohol Abuse Prevention Program (DAAPP)**

Being under the influence of, possessing, manufacturing, using or selling drugs or alcohol, as well as

underage drinking/drug use is prohibited at CCS. According to [Revised Code of Washington \(RCW\) 66.44.270](#), it is unlawful for any person under the age of 21 to possess, consume, or otherwise acquire any liquor. While Washington State Law permits the recreational use of marijuana, Federal law prohibits such use on college premises or in connection with college activities.

Being observably under the influence of marijuana or the psychoactive compounds found in marijuana, or otherwise using, possessing, selling or delivering any product containing marijuana or the psychoactive compounds found in marijuana and intended for human consumption, regardless of form, is prohibited at CCS and is a violation of the Standards of Conduct for Students [Washington Administrative Code \(WAC\) 132Q-10-228](#).

Being observably under the influence of any legend drug, narcotic drug or controlled substance or otherwise using, possessing, delivering, manufacturing, or seeking any such drug or substance, except in accordance with a lawful prescription for that student by a licensed health care professional or as otherwise expressly permitted by federal, state, or local law, is prohibited. Use, possession and distribution of drug paraphernalia for the drugs and substances identified in this section is prohibited.

A brief summary of [Washington State Drinking laws](#) in effect as of the publication of this report is posted on CCS's [Student Right to Know](#) web page under the Drug and Alcohol Abuse – Prevention section as is a student notice outlining [penalties for drug violations](#). In addition, CCS also summarizes on its website [state and Federal drug laws and penalties for trafficking drugs](#).

CCS complies with the Drug Free Workplace and Drug Free School and Communities Act. These policies are outlined in detail for employees in [CCS Board Policy 2.30.03 - Drug Free Workplace](#) and implementing [CCS Administrative Procedures 2.30.03-A Drug Free Workplace](#) and [2.30.03-B Sensitive Function Compliance](#) and for students in [WAC 132Q-10-228](#) and [WAC 132Q-10-230](#). The CCS Human Resources Office provides overall coordination of the Drug Free Workplace Act while the Student Services/Affairs Offices provide overall coordination of the Drug Free School Program.

For students, a violation of any Federal or state law regarding alcohol/drug use is also a violation of the [Standards of Conduct for Students](#) and is treated as a separate incident from any off-campus investigations or proceedings. Per [WAC 132Q-10-125](#), CCS cooperates with law enforcement and other agencies in the enforcement of criminal law on campus and in the conditions imposed by criminal courts for the rehabilitation of student violators provided that the conditions do not conflict with college rules or sanctions. Disciplinary sanctions for these types of violations can include education, referral, suspension or expulsion depending upon the nature and severity of the violation ([WAC 132Q-10-400](#)).

Under the [CCS Board of Trustees Policy 2.30.03 Drug Free Workplace](#), violations of any Federal or state law regarding alcohol and drug use by employees may subject employees to disciplinary actions. These actions range from reprimand, suspension or dismissal. Any disciplinary action taken will be in accordance with pertinent rules, laws, employment contracts and negotiated agreements applicable to the employee's status. In certain situations, local law enforcement authorities may be contacted as appropriate. Employees who voluntarily seek assistance with substance abuse will be referred to the Employee Assistance Program (EAP).

Mental health counselors are available to assist students with drug and alcohol abuse issues and can refer students to off-campus services as appropriate. A list of drug and alcohol abuse/prevention resources for students is posted online and includes materials on [alcohol awareness](#), [marijuana myths](#)

and facts, alcohol and drugs FAQs, and other drug and health effects. Links to the Centers for Disease Control and Prevention's Facts Sheets on Alcohol, a Directory of Certified Chemical Dependency Services in the state of Washington, and the Substance Abuse and Mental Health Services Administration are also provided. Information about these or similar resources are displayed on campus in the Student Health Clinic and Counseling Center at SCC, the Student Union Building and Counseling Center at SFCC and the rural and Spokane centers. Employees have access to a CCS-provided EAP, with trained specialists available to assist both employees and family members.

Students and employees are encouraged to refer to [CCS's Drug and Alcohol Abuse Prevention Program \(DAAPP\)](#) for more information.

### **Student Conduct**

Per [WAC 132Q-10-125](#), any student who commits an act that is deemed to be in violation of the college's standards, including acts punishable under criminal law, is also subject to disciplinary sanctions through the student conduct process and procedure. Sanctions under [WAC 132Q-10-400](#) include: warning, reprimand, probation, ineligibility to hold office in a student organization or any elected or appointed office, ineligibility to represent the college outside the college community, loss of privileges, loss of recognition, hold on transcript or registration, restitution or compensation (e.g., for loss, damage or injury), education, fines, assessment by a certified professional, revocation of admission or degree, withholding of degree, no trespass order, suspension or expulsion. More than one of the sanctions listed above may be imposed for any single violation.

If a student's behavior is found to have been motivated by another's race, creed, color, religion, national or ethnic origin, age, sex, gender identity or expression, disability, use of a service animal by a person with a disability, veteran's status, or genetic information, such finding is considered an aggravating factor in determining a sanction for such conduct. More than one sanction may be imposed for any single violation. Please see the [Standards of Conduct for Students](#) for more information.

Procedures for conducting these proceedings include the opportunity for the individual alleged to have committed misconduct (referred to as the respondent) and the individual alleging misconduct (referred to as the complainant) to have others present during a disciplinary proceeding. Respondents have full due process rights, including the right to have an attorney represent them in matters where the sanction may be greater than a suspension of ten instructional days and in sexual misconduct (Title IX) cases. Student complainants and respondents also have the right to appeal the decision. Please see the following section for additional information regarding alleged sexual misconduct discipline matters.

Upon written request, CCS will disclose to the alleged victim of a crime of violence, or a non-forcible sex offense, the results of any disciplinary hearing conducted by the college against the student who is the alleged perpetrator of the crime or offense and any sanction imposed. If the alleged victim is deceased as a result of the crime or offense, the college provides the results of the disciplinary hearing to the victim's next of kin, if requested in writing. CCS simultaneously notifies the complainant and the respondent who allegedly committed sexual misconduct of the results of any disciplinary hearing conducted by the college and any sanction imposed.

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

Community Colleges of Spokane prohibits dating violence, domestic violence, sexual assault, sexual harassment and stalking and takes gender-based violence seriously. Members of the CCS community, guests and visitors have the right to be free from all forms of sexual and gender-based discrimination. A [Sexual Assault and Relationship Violence Student Resources](#) web page provides general information; defines consent, dating violence, domestic violence, sexual assault, sexual harassment and stalking; has links to sexual misconduct policies and procedures, including the Standards of Conduct for Students [WAC 132Q-10- Sections 101-608](#), and administrative procedures including who to report offenses to; outlines students' rights; provides FAQs and prevention tips; and lists on and off-campus resources and contacts for survivors of sexual violence.

CCS encourages student and employee survivors of a sexual assault to get to a place of safety and then obtain necessary medical treatment. CCS strongly advocates that a survivor of sexual assault report the incident in a timely manner. It is also important to preserve any evidence of a sexual assault for law enforcement authorities.

When a sexual assault survivor contacts the Office of Campus Security, the office notifies the appropriate Police Department. The Office of Campus Security can also assist individuals in contacting law enforcement at their request.

The Office of Campus Security does **not** include personally identifiable information about sexual assault complainants in its publicly available Clery Act reporting (e.g., Annual Security Report and daily crime log).

If an individual has been sexually assaulted or was subjected to stalking, dating or domestic violence, they are encouraged to seek assistance from the following local medical, social services and law enforcement agencies.

### **Spokane Community Resources**

Sacred Heart Medical Center  
101 West 8th Avenue  
Spokane, WA 99204  
Phone: 509-474-3131

Deaconess Hospital  
800 West 5th Avenue  
Spokane, WA 99204  
Phone: 509-473-5800

MultiCare Valley Hospital  
12606 East Mission Avenue  
Spokane Valley, WA 99216  
Phone: 509-924-6650

Holy Family Hospital  
5633 North Lidgerwood Street  
Spokane, WA 99208  
Phone: 509-482-0111

[Crime Check](#) (to report the crime to police)  
Public Safety Building  
1100 West Mallon  
Spokane, WA 99201  
Phone: 509-456-2233

Sexual Assault & Family Trauma (SAFeT) Response Center  
210 West Sprague Avenue  
Spokane, WA 99201  
Phone: 509-747-8224; 24-hour Crisis Line: 509-624-7273

[YWCA—Alternatives to Domestic Violence](#)

[YWCA Spokane](#)

930 North Monroe  
Spokane, WA 99201  
Phone: 509-326-1190

**Resources for Outside of Spokane**

Colville Center  
Rural Resources Victim Services  
Hot Line: 509-684-6139 or 844-509-SAFE (7233)  
Office: 509-684-3796  
Colville Police Department: 509-684-2525  
Stevens County Sheriff's Office: 509-684-5296

Pullman Center  
Alternative to Violence of the Palouse (ATVP)  
24-hour Crisis Line: 1-877-334-2887  
509-332-HELP (4357)  
Pullman Police Department: 509-334-0802  
Whitman County Sheriff: 509-397-6266

Newport Center  
Pend Oreille Crime Victims Assistance  
Hot Line: 509-447-5483 Office: 509-447-2274  
Pend Oreille Sheriff's Office: 509-447-3151

Republic and Inchelium Centers  
Ferry County Connections Office: 509-775-3331  
Victim Services Republic: 509-775-0912  
Victim Services Inchelium: 509-722-3322  
Ferry County Sherriff's Office: 509-775-3132

Employees and their family members may also contact CCS's [EAP](#) at 877-313-4455.

CCS offers information and referral for survivors of sexual assault via its Title IX Coordinators and on its [Sexual Assault and Relationship Violence Student Resources](#) web page. Trained counselors are available at both colleges and college centers to assist students while employees may utilize counseling services through the EAP.

Survivors of sexual assaults that were committed on any district-owned or leased facility should report the incident immediately to a counselor, the appropriate Title IX Coordinator or the Office of Campus Security. Survivors are also encouraged to report these incidents to local law enforcement authorities, although they are not required to do so, and the Office of Campus Security can assist them in filing a report.

All initial reports of sexual misconduct involving a student should be forwarded to the appropriate [SCC](#) or [SFCC](#) Title IX Coordinator.

Spokane Community College  
Title IX Coordinator  
Building 1, Room R228A, MS 2150  
509-533-7015  
[vpss@scc.spokane.edu](mailto:vpss@scc.spokane.edu)

Spokane Falls Community College  
Title IX Coordinator  
Building 30, Room 223, MS 3010  
509-533-3514  
[vpsa@sfcc.spokane.edu](mailto:vpsa@sfcc.spokane.edu)

Reports of sexual misconduct involving a CCS employee, volunteer or contractor should be made to the [CCS Title IX Coordinator](#).

Community Colleges of Spokane  
Title IX Coordinator  
SFCC Campus  
Magnuson Building, Room 247C, MS 3027  
509-279-6012  
[ccs.titleIX@ccs.spokane.edu](mailto:ccs.titleIX@ccs.spokane.edu)

CCS will conduct a prompt, fair and impartial investigation and disciplinary process for all allegations of sexual misconduct and prohibits discrimination and retaliation against individuals who exercise their rights or responsibilities during this process. Please see CCS Administrative Procedures [2.30.01 - D Title IX Procedures for Employees](#) and [3.30.01 - B Title IX Grievance Procedures for Students](#) for more information about the investigatory and disciplinary process. You may also refer to pages 23-24 of this document for how CCS defines dating violence, domestic violence, sexual assault, stalking and consent and pages 24-27 for how these terms are defined by the state of Washington, since our local jurisdiction does not define them. Sexual harassment and misconduct under Title IX regulations covers a wider range of misconduct than the sex offenses covered under the Clery Act, so only sexual harassment and misconduct offenses that meet Clery definitions are counted in CCS crime statistics.

Students and employees are encouraged to attend educational programs concerning awareness and prevention of sex offenses, including brief encounter (acquaintance/date) rape, domestic violence, dating violence, sexual assault and stalking. CCS offers online training regarding sexual assault prevention and consent, which is designed specifically for community college students. CCS procedural information is provided to full-time faculty and staff as part of the onboarding process. In addition, all staff, faculty and volunteers are required to complete an online training so they may recognize, report and prevent sexual misconduct committed against students and maintain a safe campus community. An annual training is also provided to professional-exempt and administrative personnel on discrimination and sexual harassment prevention.

A brochure is mailed annually in the fall to each employee's home mailing address describing prohibited conduct and behaviors that constitute discrimination, harassment, sexual misconduct and retaliation; outlining employee's rights in being free from discrimination, harassment and sexual misconduct; and the process for filing a complaint. This information is also emailed to employees' college email address during the spring.

During online new student orientation at SFCC, students are informed about sexual assault prevention tips, risk reduction and how to report acts of sexual violence. Students are also required to watch a short video that explains consent. Students at SCC are informed of an online repository of campus resources and policy information that includes campus policies, security resources and student rights and responsibilities. SCC students are also informed in student success courses during their initial quarters and via email thereafter on a quarterly basis. Signs are also posted in campus and off-campus center restrooms, except for at the Pullman Center, encouraging individuals to report matters of concern to the appropriate Title IX Coordinator.

A variety of educational programming activities are offered at both colleges including personal safety, dating violence, partner/domestic violence and bystander intervention workshops for students at SFCC

and dating, domestic violence and sexual assault roundtables, speakers, exhibits and activities focused on Sexual Assault Awareness Month (April) and Domestic Violence Awareness Month (October) at SCC. Some educational programming activities offered at the main campuses are also available to students at the off-campus centers via Zoom.

### **Sexual Misconduct Matters Involving Students**

Sexual misconduct matters involving students are handled according to the procedures outlined in the Standards of Conduct for Students [WAC 132Q-10-Sections 601-608](#). Please also see [CCS Administrative Procedures 3.30.01-B Title IX Grievance Procedures for Students](#) and [3.30.01-A Prevention and Response to Complaints of Discrimination, Sexual Harassment or Misconduct, Domestic or Dating Violence, Stalking and Retaliation by Students](#) for more information.

All initial reports of sexual misconduct involving a student should be forwarded to the [SCC](#) or [SFCC](#) Title IX Coordinator. The SFCC Title IX Coordinator receives reports regarding students attending SFCC and the Pullman Center and the SCC Title IX Coordinator receives reports regarding students from SCC and all other college centers.

Spokane Community College  
Title IX Coordinator  
Building 1, Room R228A, MS 2150  
509-533-7015  
[vpss@scc.spokane.edu](mailto:vpss@scc.spokane.edu)

Spokane Falls Community College  
Title IX Coordinator  
Building 30, Room 223, MS 3010  
509-533-3514  
[vpsa@sfcc.spokane.edu](mailto:vpsa@sfcc.spokane.edu)

Individuals may report the allegation in person, by phone or via a [SCC](#) Student Conduct Incident Report or [SFCC](#) Student Conduct/Safety Concerns Report. If the report is made in person or by phone, the Title IX Coordinator may assist the individual in completing the incident report. A preliminary inquiry is then conducted by the Title IX Coordinator or their designee to determine if the allegation falls under Title IX jurisdiction and whether an investigation is warranted. If the allegation does not fall under Title IX jurisdiction it may still be considered a violation of the [Standards of Conduct for Students](#) and be investigated. In the event an allegation is made against an individual who is both a student and employee, CCS will determine what status the individual was in at the time of the alleged conduct/incident to determine which procedure(s), which may include both, will apply. All proceedings following an allegation are handled through a prompt, fair and impartial process, from the initial investigation to the final result.

The Title IX Coordinator or their designee can provide the reporting party (referred to as the complainant) with written materials outlining the counseling, health and advocacy resources available on campus and in the community; options for support and other protective measures; discuss confidentiality; explain and provide a written copy of their rights during the investigative and disciplinary process and the importance of preserving evidence that may assist in proving that an alleged criminal offense occurred or may be helpful in obtaining a protection order; and assist them with filing a police report if they so choose.

Student complainants and respondents may request academic situation changes and other supportive measures from the Title IX Coordinator following an alleged sex offense. Supportive measures are free non-disciplinary, non-punitive individualized services offered as appropriate and as reasonably available. The Title IX Coordinator or their designee can work with the complainant to coordinate interim

measures to avoid contact with the respondent. Other supportive measures include, but are not limited to, adjusting work, academic and extracurricular activities schedules; leaves of absence; financial aid and loan repayment; special parking arrangements; and/or escorts. These measures are available regardless of whether the complainant chooses to report the incident to the Office of Campus Security or local law enforcement.

CCS will maintain as confidential any accommodations or supportive measures provided to an individual reporting sexual misconduct, to the extent that maintaining that confidentiality will not impair the ability of CCS to provide them. CCS also complies with Washington State law in recognizing orders of protection, no contact or restraint.

Under appropriate circumstances, and if both parties agree, informal resolution may be pursued during the investigation process as a means of addressing the allegation. Informal resolution is not appropriate when the allegation(s) involve a mandatory reporting situation; there is an immediate threat to the health, safety or welfare of a member of the CCS community or in cases where an employee is alleged to have sexually harassed a student.

The informal resolution process is voluntary and either party may withdraw from it at any time, at which point the formal investigation process will resume. The informal resolution process will be facilitated by a trained individual who does not have a conflict of interest or bias for or against the complainant or respondent. If the parties agree to an informal resolution process, CCS will commence the process within ten business days after both parties agree to this option and conclude within thirty business days of beginning that process, subject to reasonable delays and extensions for good cause shown.

Investigations into alleged student sexual misconduct violations of the [Standards of Conduct for Students](#) are conducted by trained investigators within reasonably prompt time frames, normally 90 days, with allowances for temporary delays and extensions for good cause shown as defined by [CCS Administrative Procedures 3.30.01-A](#) and [B](#). CCS uses a preponderance of evidence standard (i.e., whether it is more likely than not that the alleged violation occurred) for investigative purposes. If it is determined that a violation may have occurred, then the Student Conduct Officer may place an interim restriction on the responding party (referred to as the respondent). The respondent retains rights of due process and responsibilities as outlined in [WACs 132Q-10-320, 603, 604, 605, 607 and 608](#). If the offense is such that a suspension of greater than ten class days or expulsion from the college may be deemed warranted, the matter is remanded to the Student Conduct Administrative Panel for hearing ([WACs 132Q-10-332 and 604](#)). The administrative panel hears testimony from the complainant, respondent and witnesses. During the hearing, each party may be represented by an advisor, who may be an attorney. The Panel Chair shall review all questions for relevance and shall explain on the record their reasons for excluding any question based on lack of relevance ([WAC 132Q-10-606](#)).

Administrative panel members do not have a conflict of interest or bias for or against the complainant or respondent. Panel members receive training throughout the year that includes the types of sexual violence, the dynamics that can lead to it, impacts to survivors, case studies and case law that deal with sexual violence, asking appropriate questions and current student conduct outcomes. The training is aligned with the [Standards of Conduct for Students](#), Washington Administrative Code, CCS's administrative procedures and best practices promoted by related higher education associations such as the Association of Student Conduct Administrators (ASCA), American College Personnel Association



(ACPA) and National Association of Student Personnel Administrators (NASPA). Additional specialized and more in-depth trainings are provided as needed.

Each party may bring an advisor of their choosing during any stage of the investigative or hearing process. Rulings are determined according to a preponderance of evidence standard. At the conclusion of the hearing, if it is determined that a violation has occurred, the panel determines the sanction to be imposed ([WAC 132Q-10-607](#)). CCS notifies both parties simultaneously in person, by mail or email of the panel's decision, any sanctions and their right to appeal ([WACs 132Q-10-400 and 607](#)). Written notice is sent within ten calendar days from the hearing date and if the college is not in session, this period may be reasonably extended ([WAC 132Q-10-333](#)).

Sanctions for sexually violent conduct violations, including domestic or dating violence, sexual assault or stalking, are outlined in [WAC 132Q-10-400](#) and depend upon the severity of the violation and extenuating circumstances. Sanctions may include: warning; reprimand; probation; loss of privileges; restitution or compensation for loss, damage, or injury; education, which includes completion of an educational project or attending sessions, at the student's expense, which address the student's behavior such as anger management or counseling; fines; revocation of admission or degree; withholding degree; hold on transcript or registration; no contact order; suspension of ten days or more (in one day increments); and expulsion. The severity of the incident, and in instances when the student was also found responsible for previous violations, may result in the more severe sanctions and more than one sanction may be imposed for any single violation. In order for a sanctioned student to be reinstated, they may also be required to demonstrate completion of an anger management class from a certified mental health counselor and/or counseling with a certified counselor.

In cases involving sexual misconduct, both the complainant and respondent have the same procedural rights to participate in the process ([WAC 132Q-10-501 and 605](#)), rights to have advisors and witnesses, including being represented by an attorney at their own expense ([WAC 132Q-10-502 and 605](#)) and rights of appeal ([WAC 132Q-10-503](#)). The parties are entitled to an advisor of their own choosing and the advisor may be an attorney. If a party does not choose an advisor, then the Title IX Coordinator will appoint an advisor of the college's choosing on the party's behalf at no expense to the party.

Appeals must be in writing and filed with the appropriate vice president's office within 21 days of service of the initial order or notice of dismissal. Appeals must identify the specific findings of fact and/or conclusions of law in the initial order or dismissal that the appealing party is challenging and must contain argument as to why the appeal should be granted. Appeals are considered by the Vice President of Student Services/Affairs at the other college (i.e., the SCC Vice President of Student Services considers appeals by SFCC students and the SFCC Vice President of Student Affairs considers appeals by SCC students). The decision of the Vice President of Student Services/Affairs at the other college, unless it is a decision to remand for a full hearing before the Student Conduct Administrative Panel, shall be the final ruling of the college ([WACs 132Q-10-335 and 608](#)). Written notice indicating the appeal has been resolved is given simultaneously to the complainant and respondent.

For more information regarding the prehearing procedure, rights of parties, evidence and hearings, please refer to [WACs 132Q-10-604, 605 and 606](#).

### **Sexual Misconduct Matters Involving Employees, Volunteers and Contractors**

Sexual misconduct matters involving employees, volunteers or contractors are handled according to the

process outlined in [CCS Administrative Procedures 2.30.01-D Title IX Procedures for Employees and Administrative Procedure 2.30.01-A Complaints of Discrimination, Sexual Harassment or Misconduct, Domestic or Dating Violence, Stalking and Retaliation](#).

Reports of sexual misconduct involving a CCS employee, volunteer or contractor should be made to the [CCS Title IX Coordinator](#).

Community Colleges of Spokane  
Title IX Coordinator  
SFCC Campus  
Magnuson Building, Room 247C, MS 3027  
509-279-6012  
[ccs.titleIX@ccs.spokane.edu](mailto:ccs.titleIX@ccs.spokane.edu)

Individuals may report the allegation in person, by phone or via a [Harassment/Discrimination Complaint Form](#). If the report is made in person or by phone, the Title IX Coordinator or their designee may assist the individual in completing the form. A preliminary inquiry is then conducted by the Title IX Coordinator or their designee to determine if the allegation falls under Title IX jurisdiction and whether an investigation is warranted. If the allegation does not fall under Title IX jurisdiction it may still be considered a violation of other CCS policies and procedures that apply to employees and be investigated. All proceedings following an allegation are handled through a prompt, fair and impartial process, from the initial investigation to the final result.

The Title IX Coordinator will provide the reporting party (referred to as the complainant) with written materials outlining the resources available on campus and in the community, options and support; discuss confidentiality; explain and provide a written copy of their rights during the investigative and disciplinary process and the importance of preserving evidence that may assist in proving that an alleged criminal offense occurred or may be helpful in obtaining a protection order; and assist them with filing a police report if they so choose.

Student and employee complainants and respondents may request academic situation/work changes and supportive measures from the Title IX Coordinator following an alleged sexual misconduct offense. Supportive measures are free non-disciplinary, non-punitive individualized services offered as appropriate and as reasonably available. The Title IX Coordinator, or their designee, can work with a complainant to coordinate interim measures to avoid contact with the respondent. Other supportive measures include, but are not limited to, adjusting work, academic and extracurricular activities schedules; leaves of absence; financial aid and loan repayment; special parking arrangements; and/or escorts. These measures are available regardless of whether the complainant chooses to report the crime to the Office of Campus Security or local law enforcement.

CCS will maintain as confidential any accommodations or supportive measures provided to an individual reporting sexual misconduct, to the extent that maintaining that confidentiality will not impair the ability of CCS to provide them. CCS also complies with Washington State law in recognizing orders of protection, no contact or restraint.

Under appropriate circumstances, and if both parties agree, informal resolution may be pursued during the investigation process as a means of addressing the allegation. Informal resolution is not appropriate

when the allegation(s) involve a mandatory reporting situation; there is an immediate threat to the health, safety or welfare of a member of the CCS community or in cases where an employee is alleged to have sexually harassed a student.

The informal resolution process is voluntary and either party may withdraw from it at any time, at which point the formal investigation process will resume. The informal resolution process will be facilitated by a trained individual who does not have a conflict of interest or bias for or against the complainant or respondent. If both parties agree to an informal resolution process, CCS will commence the process within ten business days after both parties agree to this option and conclude within thirty business days of beginning that process, subject to reasonable delays and extensions for good cause shown.

Investigations into alleged employee sexual misconduct violations are conducted by trained investigators within reasonably prompt time frames, normally 90 business days, with allowances for temporary delays and extensions for good cause shown as defined by [CCS Administrative Procedures 2.30.01-D](#) and [A](#). CCS uses a preponderance of evidence standard (i.e., whether it is more likely than not that the alleged violation occurred) for investigative purposes. If it is determined that a violation may have occurred, then the Title IX Coordinator may place an interim restriction on the responding party. The respondent retains rights of due process and responsibilities as outlined in [CCS Administrative Procedure 2.30.01-D](#). Each party may bring an advisor of their choosing during any stage of the investigative or hearing process.

If it is determined after the conclusion of the investigation that there are sufficient grounds to pursue disciplinary action, then a Title IX hearing will occur. CCS contracts with a trained Title IX Hearing Officer to conduct employee Title IX hearings. The Hearing Officer will not have a conflict of interest or bias for or against the complainant or respondent.

The Hearing Officer listens to testimony from the complainant, respondent and witnesses. During the hearing, each party may be represented by an advisor, who may be an attorney. The Hearing Officer shall review all questions for relevance and shall explain on the record their reasons for excluding any question based on lack of relevance.

If a party does not choose an advisor to represent them during a hearing, then the Title IX Coordinator will appoint an advisor of CCS's choosing on the party's behalf at no expense to the party. If a represented employee chooses an advisor who is not a union representative, the party must sign a written waiver of that representation that includes union consent. Advisors will be responsible for questioning all witnesses on the party's behalf.

CCS notifies both parties simultaneously in person, by mail or email of the Hearing Officer's decision, any disciplinary sanctions or conditions imposed against the respondent and the process for appealing the decision. During the investigative and hearing processes, all parties, including the Employee Case Conduct Manager, may appeal the dismissal of a Title IX complaint, determination of responsibility or employee disciplinary decision to the Appeals Officer or their designee.

Appeals must be in writing and filed with the Title IX Coordinator within 21 days of service of the initial order or notice of dismissal and the Title IX Coordinator will forward the appeal to the Appeals Officer. Appeals must identify the specific findings of fact and/or conclusions of law in the initial order or dismissal being challenged and must contain argument as to why the appeal should be granted. Failure

to file a timely appeal constitutes a waiver of the right to appeal and the initial order or dismissal shall be deemed final.

The Appeals Officer or their designee will determine whether the grounds for appeal have merit, provide the rationale for this conclusion, and state whether the disciplinary sanctions and conditions, if any, imposed in the initial order are affirmed, vacated, or amended. If amended, new disciplinary sanctions and conditions may be provided. All decisions reached through this process are final.

If the respondent is a tenured or probationary faculty member and the Employee Conduct Case Manager determines that the allegations in the investigation, if true, would warrant respondent's dismissal from the College, the Employee Conduct Case Manager will refer the matter to the Tenure Dismissal Committee for a hearing. At the end of the hearing, the Tenure Dismissal Committee will issue a recommendation consistent with the provisions set forth in the faculty Master Contract. The complainant shall have the same right to appear and participate in the proceedings as the respondent, including the right to present their position on the recommendation to the appropriate tenure dismissal Presiding Officer before final action is taken. Please refer to the faculty Master Contract regarding the tenure dismissal process including advisor selection and the right to appeal.

Sexual misconduct violations (i.e., domestic and dating violence, sexual assault and stalking) are dealt with according to the disciplinary processes outlined in applicable collective bargaining agreements and/or policy. The possible sanctions for CCS's various employee contracts include the following: verbal warning, letter of reprimand, suspension without pay, demotion, reduction in salary and dismissal. CCS may implement a suspension without pay for a period determined appropriate based upon factors unique to that employee and reduction in salary, the percentage and length as determined appropriate based upon factors unique to that employee. Suspensions may be for one day up to the amount provided for in the appropriate collective bargaining agreement. For sanctions other than termination, employees may be reinstated after fulfilling all the conditions outlined as part of the disciplinary action. For more information regarding the prehearing procedure, rights of parties evidence and hearings, please refer to [CCS Administrative Procedure 2.30.01-D](#).

### **Registered Sex Offenders**

CCS provides relevant and necessary information regarding the presence of sex offenders on college premises pursuant to [RCW 4.24.550](#). All notifications from law enforcement agencies are sent to the colleges' Vice Presidents of Student Services/Affairs or their designees. Public information received on Level II and Level III registered sex offenders is shared with college officials at established locations at the main campuses and the off-campus centers and is available for review to any requesting party. In addition, the CCS Pullman Center will also follow WSU's registered sex offender procedures. The locations of this information and other information regarding enrollment and employment of registered sex offenders is outlined in [CCS Administrative Procedure 2.30.05 – M Sex Offender Admission/Employment](#). Individuals may also access the [Spokane County Sheriff's Office Sex Offenders Database](#), the [Whitman County Sheriff's Office Sex Offenders Database](#) and the [Stevens County Sheriff's Office Sex Offenders Database](#).

## **Hazing**

CCS is committed to hazing prevention. Hazing is prohibited within CCS and includes conduct that may occur both on and off-campus. As used in [RCW 28B.10.901](#) and [28B.10.902](#), "hazing" includes any act committed as part of a person's recruitment, initiation, pledging, admission into, or affiliation with a student organization, athletic team, or living group, or any pastime or amusement engaged in with respect to such an organization, athletic team, or living group that causes, or is likely to cause, bodily danger or physical harm, or serious psychological or emotional harm, to any student or other person attending a public or private institution of higher education or other postsecondary educational institution in this state, including causing, directing, coercing, or forcing a person to consume any food, liquid, alcohol, drug, or other substance which subjects the person to risk of such harm, regardless of the person's willingness to participate. Hazing does not include customary athletic events or other similar contests or competitions.

If, as a result of observations or information received in the course of employment or volunteer service, any employee, including a student employee, or volunteer at CCS who has reasonable cause to believe that hazing has occurred shall report the incident via a [Spokane Community College](#) Student Conduct Incident Report or [Spokane Falls Community College](#) Student Conduct/Safety Concerns Report. An "employee" means a person who is receiving wages from CCS and is in a position with direct ongoing contact with students in a supervisory role or position of authority. "Employee" does not include a person employed as medical staff or with an affiliated organization, entity, or extension of a postsecondary educational institution, unless the employee has a supervisory role or position of authority over students. "Employee" does not include confidential employees, such as counselors working in a mental health counseling role or medical staff.

"Reasonable cause" means a person who witnesses hazing or receives a credible written or oral report alleging hazing or potential or planned hazing activity. A person who witnesses hazing or has reasonable cause to believe hazing has occurred or will occur and makes a report in good faith may not be sanctioned or punished for the violation of hazing unless the person is directly engaged in the planning, directing, or act of hazing reported. Individuals may also independently report hazing or suspected hazing activity to law enforcement.

Hazing allegations will be handled following the process outlined in the [Standards of Conduct for Students](#). Please refer to the Student Conduct section of this report on page 10 for more information.

Questions about hazing prevention and education can be directed to:

SCC Student Development  
Lair Student Center (Bldg. 6, Room 125)  
509-533-7431

SFCC Dean of Student Support Services  
Student Union Building (Bldg. 17, Room 128)  
509-533-3682

## **Daily Crime Log**

The daily crime log includes the nature, date, time, general location of each crime that occurs within CCS's Clery Geography and the disposition of the complaint. The crime log is posted in the Office of Campus Security on each campus and the log for the most recent 60 days is available for inspection during regular business hours. Please provide the Office of Campus Security two business days' notice

to fulfill crime log requests that are prior to the most recent 60 days.

The Office of Campus Security does **not** include personally identifiable information about sexual assault complainants in its publicly available daily crime log.

### **Crime Statistics**

This report is prepared in cooperation with the local law enforcement agencies surrounding the main campuses, local and rural centers, Campus Security, Student Services/Affairs, Title IX Coordinators, Student Conduct Officers, Marketing and Public Relations, Human Resources and District Compliance. Copies of this report may be obtained at the SCC or SFCC Office of Campus Security or by calling (509) 533-3333.

The CCS Pullman Center is located on the Washington State University (WSU) Pullman campus. According to the U.S. Department of Education, CCS should **not** include crime statistics for incidents that occurred in WSU residence halls or disciplinary referrals for WSU students in its Annual Security Report.

CCS's Office of Campus Security is not a fully commissioned law enforcement agency, therefore it relies upon information provided from law enforcement agencies for all unfounded crimes. If a reported crime is investigated by law enforcement authorities and found to be false or baseless, meaning that the crime did not occur or was never attempted, the crime is "unfounded," and it is not required to be included in campus crime statistics. Only sworn or commissioned law enforcement personnel may unfound a crime. CCS is unable to unfound crimes on its own.

Crime statistics from all CCS locations are included in the chart on the following page.

### **Hate Crime Reporting**

For 2020 and 2021, there were no hate crimes reported at CCS. For 2022, there was one on-campus, non-residential intimidation incident characterized by race reported at SFCC.

Below is the hate crime information provided by WSU for their Pullman campus, where the CCS Pullman Center is located.

For 2020, there was one on-campus, non-residential intimidation incident characterized by race.

For 2021, there was one on-campus, non-residential intimidation incident characterized by race and one on-campus, non-residential destruction/damage/vandalism of property incident characterized by gender identity.

For 2022, there were two on-campus, non-residential simple assaults characterized by gender and four on-campus, non-residential intimidation incidents characterized as follows: one by race, one by religion, one by sexual orientation and one by gender.

## CCS Crime Statistics

	2020 SFCC On Campus	2020 SFCC Off Campus	2020 SFCC Pullman WSU	2020 SFCC Pullman Public Property	2020 WSU PD Unfounded Crimes	2020 SCC On Campus	2020 SCC Off Campus	2020 Public Property	2020 Total	2021 SFCC On Campus	2021 SFCC Off Campus	2021 SFCC Pullman WSU	2021 SFCC Pullman Public Property	2021 WSU PD Unfounded Crimes	2021 SCC On Campus	2021 SCC Off Campus	2021 Public Property	2021 Total	2022 SFCC On Campus	2022 SFCC Off Campus	2022 SFCC Pullman WSU	2022 SFCC Pullman Public Property	2022 WSU PD Unfounded Crimes	2022 SCC On Campus	2022 SCC Off Campus	2022 Public Property	2022 Total
<b>Summary of Crime Reported at CCS 2020 -2022</b>																											
<b>Criminal Homicide</b>																											
Murder	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Non-negligent Manslaughter	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Manslaughter by Negligence	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
<b>Sex Offenses</b>																											
Rape	0	0	7	0	1	1	0	0	9	1	0	22	0	1	0	0	0	24	0	0	20	0	0	0	0	0	20
Fondling	1	0	3	0	0	1	0	0	5	1	0	4	0	0	0	0	0	5	2	0	18	0	0	0	1	0	21
Incest	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Statutory Rape	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	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	0	0	0	0	0	0	0	0	1	0	0	1	0	1	3
Aggravated Assault	0	0	1	0	0	0	0	0	1	0	0	4	0	0	2	0	0	6	0	0	0	0	0	0	0	0	0
Burglary	3	0	4	0	1	2	0	0	10	2	0	2	0	0	0	0	0	4	5	0	7	0	0	1	1	0	14
Motor Vehicle Theft	1	0	0	0	2	2	0	0	5	0	0	0	0	3	1	0	0	4	2	0	3	0	3	3	0	0	8
Arson	1	0	0	0	0	0	0	0	1	0	0	0	0	0	1	0	0	1	0	0	0	0	0	0	0	0	0
<b>Hate Crimes</b>																											
<b>Group A</b>																											
Race	0	0	1	0	0	1	0	0	2	0	0	1	0	0	0	0	0	1	1	0	1	0	0	0	0	0	2
Gender	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	3	0	0	0	0	0	3
Gender Identity	0	0	0	0	0	0	0	0	0	0	0	1	0	0	0	0	0	1	0	0	0	0	0	0	0	0	0
Religion	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	1	0	0	0	0	0	1
Sexual Orientation	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	1	0	0	0	0	0	1
Ethnicity	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
National Origin	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Disability	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
<b>Group B</b>																											
Larceny-theft	0	0	0	0	0	0	0	0	0	0	0	0	0	0	1	0	0	1	0	0	0	0	0	0	0	0	0
Simple Assault	0	0	0	0	0	1	0	0	1	0	0	0	0	0	0	0	0	0	0	0	2	0	0	0	0	0	2
Intimidation	0	0	1	0	0	0	0	0	1	0	0	1	0	0	1	0	0	2	1	0	4	0	0	0	0	0	5
Destruction/damage/vandalism of property	0	0	0	0	0	0	0	0	0	0	0	1	0	0	1	0	0	2	0	0	0	0	0	0	0	0	0
<b>Arrests</b>																											
Liquor Law Violation	0	0	18	0	0	0	0	0	18	0	0	19	1	1	0	0	0	21	0	0	9	0	0	0	0	0	9
Drug Law Violation	0	0	14	0	0	0	1	0	15	0	0	2	0	0	0	0	0	2	0	0	0	0	0	0	0	0	0
Weapons Possession	0	0	1	0	0	0	0	0	1	0	0	2	0	0	0	0	0	2	0	0	0	0	0	0	0	0	0
<b>Discipline Referral</b>																											
Liquor Law Violation	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Drug Law Violation	0	0	0	0	0	0	0	0	0	0	0	0	0	0	2	1	0	3	0	0	0	0	0	0	1	0	1
Weapons Possession	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
<b>Violence Against Women's Act (VAWA)</b>																											
Domestic Violence	1	0	2	0	0	1	0	0	4	4	0	6	0	0	0	0	0	10	1	0	3	0	0	1	0	0	5
Dating Violence	0	0	1	0	0	0	0	0	1	0	0	10	0	0	0	0	0	10	0	0	3	0	0	0	0	0	3
Stalking	3	0	11	0	0	1	0	0	15	1	0	12	0	0	0	0	0	13	1	0	11	0	0	0	0	0	12
<b>Unfounded Crimes - By WSU PD</b>					4									5									3				

The SFCC Pullman Center moved onto the WSU Campus on April 3, 2017. All SFCC Pullman Center students have access to all WSU facilities except for residence halls, so the Pullman Center statistics include WSU and on campus and public property crime reporting. While the liquor and drug law arrests for SFCC Pullman Center include those provided by WSU for the WSU campus and Pullman public property, per Department of Education guidance, the statistics for Discipline Referrals for those areas only include SFCC students. In 2020, CCS included Gender and Gender Identity hate crimes in the same reporting category on the crime statistics report; however, it reported them separately to the Department of Education. In 2020, CCS included Ethnicity and National Origin hate crimes in the same reporting category on the crime statistics report; however, it reported them separately to the Department of Education.

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

Definitions are accurate at the time of publication. Links to state laws (WACs and RCWs) are included.

**CCS defines these terms** as follows in [WAC 132Q-10-244 Sexually Violent Conduct](#) and in [WAC 132Q-10-601 Prohibited Conduct Under Title IX](#).

**“Consent** means knowing, voluntary, and clear permission by word or action, to engage in mutually agreed upon sexual activity. Each party has the responsibility to make certain that the other has consented before engaging in the activity. For consent to be valid, there must be at the time of the act of sexual intercourse or sexual contact actual words or conduct indicating freely given agreement to have sexual intercourse or sexual contact.

i) A person cannot consent if they are unable to understand what is happening or are disoriented, helpless, asleep, or unconscious for any reason, including due to alcohol or other drugs. An individual who engages in sexual activity when the individual knows, or should know, that the other person is physically or mentally incapacitated has engaged in nonconsensual conduct.

ii) Intoxication is not a defense against allegations that an individual has engaged in nonconsensual sexual conduct.”

**“Sexual Assault** refers to the following conduct.

**Nonconsensual Sexual Intercourse:** Any actual or attempted sexual intercourse (anal, oral, or vaginal), however slight, with any object or body part, by a person upon another person, that is without Consent and/or by force. Sexual intercourse includes anal or vaginal penetration by a penis, tongue, finger, or object, or oral copulation by mouth to genital contact or genital to mouth contact.

**Nonconsensual Sexual Contact:** Any actual or attempted sexual touching, however slight, with any body part or object, by a person upon another person that is without Consent and/or by force. Sexual touching includes any bodily contact with the breasts, groin, mouth, or other bodily orifice of another individual, or any other bodily contact in a sexual manner.

**Incest:** Sexual intercourse or sexual contact with a person known to be related to them, either legitimately or illegitimately, as an ancestor, descendant, brother, or sister of either wholly or half related. Descendant includes stepchildren and adopted children under the age of eighteen (18).

**Statutory Rape:** Consensual intercourse between a person who is eighteen (18) years of age or older, and a person who is under the age of sixteen (16).

**Domestic Violence:** Physical violence, bodily injury, assault, the infliction of fear of imminent physical harm, Sexual Assault, or Stalking committed by a person with whom the victim shares a child in common, by a person who is cohabitating with or has cohabitated with the victim as a spouse, by a person similarly situated to a spouse of the victim under the domestic or family violence laws of the State of Washington, or by any other person against an adult or youth victim who is protected from that person’s acts under the domestic or family violence laws of the State of Washington.



**Dating Violence:** Physical violence, bodily injury, assault, the infliction of fear of imminent physical harm, Sexual Assault, or Stalking committed by a person (i) who is or has been in a social relationship of a romantic or intimate nature with the victim; and (ii) where the existence of such a relationship shall be determined based on a consideration of the following factors: the length of the relationship; the type of relationship; and the frequency of interaction between the persons involved in the relationship.

**Stalking:** Engaging in a course of conduct directed at a specific person that would cause a reasonable person to (i) fear for their safety or the safety of others; or (ii) suffer substantial emotional distress.”

**The state of Washington defines these terms** as follows.

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

**“Domestic Violence** means: (a) Physical harm, bodily injury, assault, or the infliction of fear of physical harm, bodily injury, or assault; nonconsensual sexual conduct or nonconsensual sexual penetration; coercive control; unlawful harassment; or stalking of one intimate partner by another intimate partner; or (b) Physical harm, bodily injury, assault, or the infliction of fear of physical harm, bodily injury, or assault; nonconsensual sexual conduct or nonconsensual sexual penetration; coercive control; unlawful harassment; or stalking of one family or household member by another family or household member. (RCW 7.105.010)

**“Family or household members** means: (a) Persons related by blood, marriage, domestic partnership, or adoption; (b) persons who currently or formerly resided together; (c) persons who have a biological or legal parent-child relationship, including stepparents and stepchildren and grandparents and grandchildren, or a parent's intimate partner and children; and (d) a person who is acting or has acted as a legal guardian. (RCW 7.105.010)

**“Dating relationship** means a social relationship of a romantic nature. Factors that the court may consider in making this determination include: (a) The length of time the relationship has existed; (b) the nature of the relationship; and (c) the frequency of interaction between the parties.” (RCW 7.105.010)

**Sexual Assault:** In the state of Washington, there is not an actual crime of “sexual assault.” The crimes of what most people would define as “sexual assault” are specifically expressed as rape or indecent liberties. Please see below.

**“Rape in the first degree:**

(1) A person is guilty of rape in the first degree when such person engages in sexual intercourse with another person by forcible compulsion where the perpetrator or an accessory: (a) uses or threatens to use a deadly weapon or what appears to be a deadly weapon; or (b) kidnaps the victim; or (c) inflicts serious physical injury, including but not limited to physical injury which renders the victim unconscious; or (d) feloniously enters into the building or vehicle where the victim is situated.

(2) Rape in the first degree is a class A felony.” (RCW 9A.44.040)

**“Rape in the second degree:**

(1) A person is guilty of rape in the second degree when, under circumstances not constituting rape in the first degree, the person engages in sexual intercourse with another person: (a) by forcible compulsion; (b) when the victim is incapable of consent by reason of being physically helpless or mentally incapacitated; (c) when the victim is a person with a developmental disability and the perpetrator is a person: (i) has supervisory authority over the victim; or (ii) was providing transportation, within the course of his or her employment, to the victim at the time of the offense; (d) when the perpetrator is a health care provider, the victim is a client or patient, and the sexual intercourse occurs during a treatment session, consultation, interview, or examination. It is an affirmative defense that the defendant must prove by a preponderance of the evidence that the client or patient consented to the sexual intercourse with the knowledge that the sexual intercourse was not for the purpose of treatment; (e) when the victim is a resident of a facility for persons with a mental disorder or chemical dependency and the perpetrator is a person who has supervisory authority over the victim; or (f) when the victim is a frail elder or vulnerable adult and the perpetrator is a person who: (i) has a significant relationship with the victim; or (ii) was providing transportation, within the course of his or her employment, to the victim at the time of the offense.

(2) Rape in the second degree is class A felony.” ([RCW 9A.44.050](#))

**“Rape in the third degree:**

(1) A person is guilty of rape in the third degree when, under circumstances not constituting rape in the first or second degrees, such person engages in sexual intercourse with another person: (a) where the victim did not consent as defined in [RCW 9A.44.010 \(7\)](#), to sexual intercourse with the perpetrator or (b) where there is threat of substantial unlawful harm to property rights of the victim.

(2) Rape in the third degree is a class C felony.”([RCW 9A.44.060](#))

**“Indecent liberties:**

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

(2)(a) except as provided in (b) of this subsection, indecent liberties is a class B felony. (b) Indecent liberties by forcible compulsion is a class A felony.” (RCW 9A.44.100)

**“Stalking** means:

(1) A person commits the crime of stalking if, without lawful authority and under circumstances not amounting to a felony attempt of another crime: (a) He or she intentionally and repeatedly harasses or repeatedly follows another person; and (b) The person being harassed or followed is placed in fear that the stalker intends to injure the person, another person, or property of the person or of another person. The feeling of fear must be one that a reasonable person in the same situation would experience under all the circumstances; and (c) The stalker either: (i) Intends to frighten, intimidate, or harass the person; or (ii) Knows or reasonably should know that the person is afraid, intimidated, or harassed even if the stalker did not intend to place the person in fear or intimidate or harass the person.

(2) (a) It is not a defense to the crime of stalking under subsection (1)(c)(i) of this section that the stalker was not given actual notice that the person did not want the stalker to contact or follow the person; and (b) It is not a defense to the crime of stalking under subsection (1)(c)(ii) of this section that the stalker did not intend to frighten, intimidate, or harass the person.

(3) It shall be a defense to the crime of stalking that the defendant is a licensed private investigator acting within the capacity of his or her license as provided by chapter 18.165 RCW.

(4) Attempts to contact or follow the person after being given actual notice that the person does not want to be contacted or followed constitutes prima facie evidence that the stalker intends to intimidate or harass the person. "Contact" includes, in addition to any other form of contact or communication, the sending of an electronic communication to the person.

(5)(a) Except as provided in (b) of this subsection, a person who stalks another person is guilty of a gross misdemeanor. (b) A person who stalks another is guilty of a class B felony if any of the following applies: (i) The stalker has previously been convicted in this state or any other state of any crime of harassment, as defined in RCW 9A.46.060, of the same victim or members of the victim's family or household or any person specifically named in a protective order; (ii) the stalking violates any protective order protecting the person being stalked; (iii) the stalker has previously been convicted of a gross misdemeanor or felony stalking offense under this section for stalking another person; (iv) the stalker was armed with a deadly weapon, as defined in RCW 9.94A.825, while stalking the person; (v)(A) the stalker's victim is or was a law enforcement officer; judge; juror; attorney; victim advocate; legislator; community corrections' officer; an employee, contract staff person, or volunteer of a correctional agency; court employee, court clerk, or courthouse facilitator; or an employee of the child protective, child welfare, or adult protective services division within the department of social and health services; and (B) the stalker stalked the victim to retaliate against the victim for an act the victim performed during the course of official duties or to influence the victim's performance of official duties; or (vi) the stalker's victim is a current, former, or prospective witness in an adjudicative proceeding, and the stalker stalked the victim to retaliate against the victim as a result of the victim's testimony or potential testimony.

(6) As used in this section: (a) "Correctional agency" means a person working for the department of natural resources in a correctional setting or any state, county, or municipally operated

agency with the authority to direct the release of a person serving a sentence or term of confinement and includes but is not limited to the department of corrections, the indeterminate sentence review board, and the department of social and health services. (b) "Course of conduct" means a pattern of conduct composed of a series of acts over a period of time, however short, evidencing a continuity of purpose. "Course of conduct" includes, in addition to any other form of communication, contact, or conduct, the sending of an electronic communication, but does not include constitutionally protected free speech. Constitutionally protected activity is not included within the meaning of "course of conduct." (c) "Follows" means deliberately maintaining visual or physical proximity to a specific person over a period of time. A finding that the alleged stalker repeatedly and deliberately appears at the person's home, school, place of employment, business, or any other location to maintain visual or physical proximity to the person is sufficient to find that the alleged stalker follows the person. It is not necessary to establish that the alleged stalker follows the person while in transit from one location to another. (d) "Harasses" means a knowing and willful course of conduct directed at a specific person which seriously alarms, annoys, harasses, or is detrimental to such person, and which serves no legitimate or lawful purpose. The course of conduct shall be such as would cause a reasonable person to suffer substantial emotional distress, and shall actually cause substantial emotional distress to the petitioner, or when the course of conduct would cause a reasonable parent to fear for the well-being of his or her child. (e) "Protective order" means any temporary or permanent court order prohibiting or limiting violence against, harassment of, contact or communication with, or physical proximity to another person. (f) "Repeatedly" means on two or more separate occasions." ([RCW 9A.46.110](#))

# Appendix A

Web links are listed in the order they appear in the report and are only listed the first time they appear. All links are operational at the time of the report's publication.

1. CCS Board of Trustees Policy 2.30.05 Workplace Safety  
<https://ccs.spokane.edu/About-Us/Leadership/Board-of-Trustees/Policies-Procedures/Chapter2>
2. CCS Student Right to Know web page  
<https://ccs.spokane.edu/About-Us/Public-Disclosures/Right-to-Know>
3. WAC 132Q-07-010  
<https://app.leg.wa.gov/WAC/default.aspx?cite=132Q-07-010>
4. Standards of Conduct for Students (WAC Chapter 132Q-10)  
<https://apps.leg.wa.gov/WAC/default.aspx?cite=132Q-10>
5. WAC 132Q-07-060  
<https://app.leg.wa.gov/WAC/default.aspx?cite=132Q-07-060>
6. CCS Emergency Immediate Actions Guide  
<https://ccs.spokane.edu/ccsglobal/media/Global/PDFs/District/Procedures/CCS-Emergency-Immediate-Actions-Guide-Digital.pdf>
7. CCS Administrative Procedure 3.40.01-F Security Reports  
[https://ccs.spokane.edu/ccsglobal/media/Global/PDFs/District/Policies/CH3/3.40.01\\_StudentRights/3-40-01F\\_SecurityReports.pdf](https://ccs.spokane.edu/ccsglobal/media/Global/PDFs/District/Policies/CH3/3.40.01_StudentRights/3-40-01F_SecurityReports.pdf)
8. CCS Security Incident Report  
<https://shared.spokane.edu/ccsglobal/media/Global/FormsA-Z/ccs-1286.pdf>
9. CCS Administrative Procedure 2.30.05-C Mandatory Reporting of Suspected Child Abuse/Neglect  
[https://ccs.spokane.edu/ccsglobal/media/Global/PDFs/District/Policies/CH2/2.30.05\\_WorkplaceSafety/2-30-05C\\_MandatoryReporter.pdf](https://ccs.spokane.edu/ccsglobal/media/Global/PDFs/District/Policies/CH2/2.30.05_WorkplaceSafety/2-30-05C_MandatoryReporter.pdf)
10. CCS Administrative Procedure 3.30.01-B Title IX Grievance Procedures for Students  
[https://shared.spokane.edu/ccsglobal/media/Global/PDFs/District/Policies/CH3/3.30.01\\_NonDiscrim/3-30-01B\\_TitleIXGrievanceStudent.pdf](https://shared.spokane.edu/ccsglobal/media/Global/PDFs/District/Policies/CH3/3.30.01_NonDiscrim/3-30-01B_TitleIXGrievanceStudent.pdf)
11. CCS Administrative Procedure 3.30.01-A Prevention and Response to Complaints of Discrimination, Sexual Harassment or Misconduct, Domestic or Dating Violence, Stalking and Retaliation by Students  
[https://ccs.spokane.edu/ccsglobal/media/Global/PDFs/District/Policies/CH3/3.30.01\\_NonDiscrim/3-30-01A\\_DiscriminationStudent.pdf](https://ccs.spokane.edu/ccsglobal/media/Global/PDFs/District/Policies/CH3/3.30.01_NonDiscrim/3-30-01A_DiscriminationStudent.pdf)
12. CCS Administrative Procedure 2.30.01-D Title IX Procedures for Employees  
[https://shared.spokane.edu/ccsglobal/media/Global/PDFs/District/Policies/CH2/2.30.01\\_EqualEmploymentNonDiscriminationAntiHarass/2-30-01D\\_Title-IX-Employees.pdf](https://shared.spokane.edu/ccsglobal/media/Global/PDFs/District/Policies/CH2/2.30.01_EqualEmploymentNonDiscriminationAntiHarass/2-30-01D_Title-IX-Employees.pdf)
13. CCS Administrative Procedure 2.30.01-A Complaints of Discrimination, Sexual Harassment or Misconduct, Domestic or Dating Violence, Stalking or Retaliation  
[https://ccs.spokane.edu/ccsglobal/media/Global/PDFs/District/Policies/CH2/2.30.01\\_EqualEmploymentNonDiscriminationAntiHarass/2-30-01A\\_DiscriminationComplaint.pdf](https://ccs.spokane.edu/ccsglobal/media/Global/PDFs/District/Policies/CH2/2.30.01_EqualEmploymentNonDiscriminationAntiHarass/2-30-01A_DiscriminationComplaint.pdf)

14. Get Rave – Emergency Alert System  
<https://www.getrave.com/login/ccs>
15. WSU Office of Emergency Management web page  
<https://oem.wsu.edu/>
16. WSU Pullman Alerts web page  
<https://alert.wsu.edu/>
17. CCS Administrative Procedure 2.30.05-R Emergency Communications  
[https://ccs.spokane.edu/ccsglobal/media/Global/PDFs/District/Policies/CH2/2.30.05\\_WorkplaceSafety/2-30-05R\\_EmergencyComm.pdf](https://ccs.spokane.edu/ccsglobal/media/Global/PDFs/District/Policies/CH2/2.30.05_WorkplaceSafety/2-30-05R_EmergencyComm.pdf)
18. SCC Current COVID-19 Requirements web page  
<https://scc.spokane.edu/News-Events/Coronavirus>
19. SFCC Current COVID-19 Requirements web page  
<https://sfcc.spokane.edu/News-Events/Coronavirus>
20. CCS Current COVID-19 Requirements web page  
<https://ccs.spokane.edu/News-Events/Coronavirus>
21. CCS Emergency Management Plan  
<https://shared.spokane.edu/ccsglobal/media/Global/PDFs/District/Procedures/EmergencyManagementPlan.pdf>
22. SCC Emergency Information web page  
<https://scc.spokane.edu/News-Events/Emergency>
23. SFCC Emergency Information web page  
<https://sfcc.spokane.edu/News-Events/Emergency>
24. CCS Emergency Information web page  
<https://ccs.spokane.edu/News-Events/Emergency>
25. CCS Administrative Procedure 6.00.01-C Corrective Maintenance  
[https://shared.spokane.edu/ccsglobal/media/Global/PDFs/District/Policies/CH6/6.00.01%20FacilitiesSites/6-00-01C\\_CorrectiveMaintenance.pdf](https://shared.spokane.edu/ccsglobal/media/Global/PDFs/District/Policies/CH6/6.00.01%20FacilitiesSites/6-00-01C_CorrectiveMaintenance.pdf)
26. Department of Homeland Security website for “If You See Something, Say Something”  
<https://www.dhs.gov/see-something-say-something>
27. RCW 66.44.270 Furnishing liquor to minors—Possession, use—Penalties—Exhibition of effects—Exceptions  
<https://app.leg.wa.gov/rcw/default.aspx?cite=66.44.2709>
28. WAC 132Q-10-228 Drugs, Controlled Substances and Marijuana  
<https://apps.leg.wa.gov/WAC/default.aspx?cite=132Q-10-228>
29. Washington State Drinking Laws  
<https://ccs.spokane.edu/About-Us/Public-Disclosures/Right-to-Know/Washington-State-Drinking-Laws>
30. Student Notice: Penalties for Drug Violations  
<https://ccs.spokane.edu/About-Us/Public-Disclosures/Right-to-Know/Student-Notice-Penalties-for-Drug-Violations>

31. Washington State and Federal Drug Laws and Penalties for Trafficking Drugs  
<https://ccs.spokane.edu/About-Us/Public-Disclosures/Right-to-Know/Washington-State-and-Federal-Drug-Laws>
32. CCS Board of Trustees Policy 2.30.03 Drug Free Workplace  
<https://ccs.spokane.edu/About-Us/Leadership/Board-of-Trustees/Policies-Procedures/Chapter2>
33. CCS Administrative Procedure 2.30.03-A Drug Free Workplace  
[https://ccs.spokane.edu/ccsglobal/media/Global/PDFs/District/Policies/CH2/2.30.03\\_DrugFreeWorkplace/2-30-03A\\_DrugFreeWorkplace.pdf](https://ccs.spokane.edu/ccsglobal/media/Global/PDFs/District/Policies/CH2/2.30.03_DrugFreeWorkplace/2-30-03A_DrugFreeWorkplace.pdf)
34. CCS Administrative Procedure 2.30.03-B Safety Sensitive Function Compliance  
[https://ccs.spokane.edu/ccsglobal/media/Global/PDFs/District/Policies/CH2/2.30.03\\_DrugFreeWorkplace/2-30-03B\\_DrugFreeWorkplaceSafetySensitiveFunctionCompliance.pdf](https://ccs.spokane.edu/ccsglobal/media/Global/PDFs/District/Policies/CH2/2.30.03_DrugFreeWorkplace/2-30-03B_DrugFreeWorkplaceSafetySensitiveFunctionCompliance.pdf)
35. WAC 132Q-10-230 Alcohol  
<https://apps.leg.wa.gov/WAC/default.aspx?cite=132Q-10-230>
36. WAC 132Q-10-125 Violation of Law and Standards of Student Conduct  
<https://apps.leg.wa.gov/WAC/default.aspx?cite=132Q-10-125>
37. WAC 132Q-10-400 Disciplinary Sanctions  
<https://apps.leg.wa.gov/wac/default.aspx?cite=132Q-10-400>
38. Alcohol Awareness  
<https://ccs.spokane.edu/About-Us/Public-Disclosures/Right-to-Know/Alcohol-Awareness>
39. Marijuana Myths and Facts  
<https://ccs.spokane.edu/About-Us/Public-Disclosures/Right-to-Know/Marijuana-myths-and-facts>
40. Alcohol and Drugs FAQs  
<https://ccs.spokane.edu/About-Us/Public-Disclosures/Right-to-Know/Alcohol-and-Drugs-FAQ>
41. Other Drug and Health Effects  
<https://ccs.spokane.edu/About-Us/Public-Disclosures/Right-to-Know/Other-Drugs-Health-Effects>
42. Centers for Disease Control and Prevention’s Fact Sheets on Alcohol  
<https://www.cdc.gov/alcohol/fact-sheets/alcohol-use.htm>
43. Directory of Certified Chemical Dependency Services in the State of Washington  
<https://www.warecoveryhelpline.org/resources/>
44. Substance Abuse and Mental Health Services Administration  
<https://www.samhsa.gov/>
45. CCS’s Drug and Alcohol Abuse Prevention Program (DAAPP)  
[https://ccs.spokane.edu/ccsglobal/media/Global/PDFs/District/Security/Drug-and-Alcohol-Abuse-Prevention-Program-\(DAAPP\).pdf](https://ccs.spokane.edu/ccsglobal/media/Global/PDFs/District/Security/Drug-and-Alcohol-Abuse-Prevention-Program-(DAAPP).pdf)
46. Sexual Assault and Relationship Violence Student Resources  
<http://ccs.spokane.edu/About-Us/Public-Disclosures/Right-to-Know/SexualAssault>
47. Spokane County Crime Check  
<http://www.spokanecounty.org/CrimeCheck>

48. YWCA Domestic and Sexual Violence  
[http://www.ywca.org/what-we-do/domestic-and-sexual-violence-services/?gclid=EAlaIqobChMIkoaKv7j08QIV9I5bCh01vwYQEAAAYASAAEgL\\_7PD\\_BwE](http://www.ywca.org/what-we-do/domestic-and-sexual-violence-services/?gclid=EAlaIqobChMIkoaKv7j08QIV9I5bCh01vwYQEAAAYASAAEgL_7PD_BwE)
49. YWCA Spokane  
<http://www.ywcaspokane.org/>
50. CCS's Employee Assistance Program  
<https://des.wa.gov/services/hr-finance/washington-state-employee-assistance-program-eap>
51. SCC Title IX Coordinator  
<https://ccs.spokane.edu/About-Us/Public-Disclosures/Right-to-Know/SexualAssault#:~:text=Title%20IX%20Coordinator%20%2D%20Connan%20Campbell>
52. SFCC Title IX Coordinator  
<https://ccs.spokane.edu/About-Us/Public-Disclosures/Right-to-Know/SexualAssault#:~:text=Title%20IX%20Coordinator%20%2D%20Patrick%20McEachern>
53. CCS Title IX Coordinator  
<https://ccs.spokane.edu/About-Us/Public-Disclosures/Right-to-Know/SexualAssault#:~:text=Title%20IX%20Coordinator/Chief%20Compliance%20Officer%20%2D%20Amy%20McCoy>
54. SCC Student Conduct Incident Report Form  
<https://cm.maxient.com/reportingform.php?SpokaneCC>
55. SFCC Student Conduct/Safety Concerns Report Form  
<https://apps.powerapps.com/play/a8a53055-49ec-445d-b74a-37ae6df302b5?tenantId=4dedfefa-6bd0-4442-a06c-98aed0b4b8da>
56. WAC 132Q-10-320 Interim Suspension and Other Restrictions  
<http://apps.leg.wa.gov/wac/default.aspx?cite=132Q-10-320>
57. WAC 132Q-10-603 Initiation of Discipline  
<https://apps.leg.wa.gov/wac/default.aspx?cite=132Q-10-603>
58. WAC 132Q-10-604 Pre-Hearing Procedure  
<https://apps.leg.wa.gov/WAC/default.aspx?cite=132Q-10-604>
59. WAC 132Q-10-605 Rights of Parties  
<http://apps.leg.wa.gov/wac/default.aspx?cite=132Q-10-332>
60. WAC 132Q-10-607 Initial Order  
<https://apps.leg.wa.gov/wac/default.aspx?cite=132Q-10-607>
61. WAC 132Q-10-608 Appeals  
<https://app.leg.wa.gov/WAC/default.aspx?cite=132Q-10-608>
62. WACs 132Q-10-332 Student Conduct Administrative Panel Proceedings  
<https://apps.leg.wa.gov/wac/default.aspx?cite=132Q-10-332>
63. WAC 132Q-10-606 Evidence  
<https://apps.leg.wa.gov/wac/default.aspx?cite=132Q-10-606>
64. WAC 132Q-10-333 Student Conduct Administrative Panel Decision and Notification  
<http://apps.leg.wa.gov/wac/default.aspx?cite=132Q-10-333>





83. RCW 9A.44.060 Rape in the Third Degree  
<https://app.leg.wa.gov/RCW/default.aspx?cite=9A.44.060>
84. RCW 9A.44.100 Indecent Liberties  
<http://app.leg.wa.gov/RCW/default.aspx?cite=9A.44.100>
85. RCW 9A.46.110 Stalking  
<https://app.leg.wa.gov/RCW/default.aspx?cite=9A.46.110>

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