

ANNUAL SECURITY REPORT

Clackamas Community College
Oregon City • Harmony • Wilsonville
Campuses

2025

Department of College Safety

24-hour Dispatch: 503-594-6650
Email: campussafety@clackamas.edu



Education That Works



We urge members of Clackamas Community College (CCC) to use this report as a guide for safe practices on and off-campus. The Department of College Safety (College Safety) sends an e-mail to every enrolled student and current employee on an annual basis to notify them of the availability of the report. Availability of the report is also noted on the College's Admission, Employment and College Safety webpages. The notices include a brief summary of the contents of this report and the web address where the Annual Security Report can be found. The report is available online at www.clackamas.edu/campus-life/college-safety. A copy of the report can also be obtained from the Department of College Safety located at 19600 Molalla Avenue, Oregon City, Oregon, McLoughlin Hall, Room #113 or by calling 503-594-1698.

Message from Clackamas Community College

At Clackamas Community College (CCC), we hold the safety, security, and well-being of our students, employees, and visitors as a top priority. A safe learning and working environment is essential for every member of our community to thrive. With this commitment in mind, we are pleased to share the Annual Security Report.

This report is prepared by the College Safety Department in collaboration with local law enforcement partners. Together, we work to protect our campuses and facilities from a wide range of hazards, including crime, while supporting a culture of care, respect, and accountability.

This report will provide you with information on safety and security at the CCC Oregon City, Harmony and Wilsonville Campuses and other non-campus facilities. Inside you will find information on College Safety, policies and procedures for reporting crime, safety and security prevention and protection programs, victim assistance services, and other material to assist you in maintaining your safety and security. We recognize that safety information can carry different meaning for each person, and for some, reviewing this material may be difficult. Please know that our goal is not only compliance with the Jeanne Clery Disclosure of Campus Security Policy and Crime Statistics Act (Clery Act) and the Higher Education Opportunity Act (HEOA), but also to provide transparent information, compassionate resources, and pathways to support.

We invite you to read this report with care and to consider how its resources can empower you and contribute to a safer CCC community. For more information or questions please visit www.clackamas.edu/campus-life/college-safety or visit College Safety located in Room 113, McLoughlin Hall.

Thank you for taking time to review this information and for helping us create a community where everyone feels safe, supported, and respected.

Sincerely,

Tim Cook
President

Dennis Marks
Director of College Safety

Clackamas Community College

Our History

Established in 1966 in Oregon City, Oregon, the goal of CCC has always been to provide quality education and training to people in our service district within Clackamas County. We're proud to say we've been accomplishing that goal for more than 50-years. Today, the College serves a diverse student body totaling more than 18,000 students at three active campuses located in the communities of Oregon City, Wilsonville and Milwaukie.

Our Vision

Empowering Individuals, Strengthening Communities

Our Mission

As our community's college, we cultivate equitable, innovative, and responsive education

Our Values

Learning, Equity, Student Success, Community, Belonging

Strategic Priorities

- Excellence in Teaching and Learning
- Holistic Student Support
- Diversity, Equity, Inclusion
- Organizational Health
- Community Connections

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Department of College Safety

Mission Statement

“To create a safe and quality learning environment through educational outreach and proactive enforcement to ensure a positive experience on campus for all students, staff, faculty and visitors.”

Introduction

College Safety serves the college community by providing professional security services, enforcing College policies and actively promoting community involvement through progressive community policing strategies. The Department is staffed by professional, certified College Safety officers and a College Resource officer from the Oregon City Police Department. College Safety officers are not commissioned police officers, but are granted the same arrest authority of a private citizen as provided in ORS 133.225.

College Safety jurisdiction is limited to the property owned and controlled by the College. College Safety dispatch services are available 24-hours a day by calling 503-594-6650, however College Safety officers are only on-duty between the hours of 7:00 am – 11:00 pm. (Oregon City Campus). Officer duty hours on the Harmony and Wilsonville Campuses will vary according to class schedules. After normal duty hours, College Safety dispatch will contact local law enforcement agencies for needed assistance. College Safety is also responsible for parking and traffic enforcement on campus.

College Safety maintains a close working relationship with the Oregon City Police Department (OCPD), Clackamas County Sheriff's Office (CCSO) and Milwaukie Police Department (MPD). Per a Memorandum of Understanding with OCPD, the College Resource officer's duties include enforcing the laws of the State of Oregon, including full power and authority to detain suspects, effect an arrest and conduct searches as authorized by state and federal law and investigate and document criminal activity. OCPD, CCSO and MPD provide annual reports of all reported crimes that occur on College property.

College Safety and local law enforcement agencies communicate regularly on the scene of incidents that occur on campus. College Safety staff works closely with local law enforcement agencies when incidents arise that require joint investigative efforts, resources, crime related reports and exchanges of information. The close working relationship also includes joint training such as preparing for an active shooter situation or a full-scale evacuation.

College Safety (Oregon City Campus): The College Safety office is located in McLoughlin Hall, room #113. If the office is not staffed, please contact College Safety dispatch services at 503-594-6650 for assistance.

College Safety (Harmony Campus): The College Safety office is located in Harmony East, room #113. If the office is not staffed, please contact College Safety dispatch services at 503-594-6650 for assistance.

College Safety (Wilsonville Campus): The College Safety office is located in room #147a. If the office is not staffed, please contact College Safety dispatch services at 503-594-6650 for assistance.

Oregon City Campus: The Oregon City campus is served by the Oregon City Police Department. OCPD can be reached in an emergency by dialing 911 from the campus or by dialing 503-655-8211 for non-emergency calls.

Harmony Campus: The Harmony campus is served by the Milwaukie Police Department. MPD can be reached in an emergency by dialing 911 from the campus or by dialing 503-786-7400 for non-emergency calls.

Wilsonville Campus: The Wilsonville campus is served by the Clackamas County Sheriff's Office. CCSO can be reached in an emergency by dialing 911 from the campus or by dialing 503-655-8211 for non-emergency calls.

Reporting Procedures

General Procedures for Reporting a Crime or Emergency

It is imperative that all crime, suspicious activity or other emergencies be reported to College Safety or the local law enforcement agency accurately and promptly. When the victim of a crime elects to, or is unable to, make such a report, the College will assist the victim in the reporting process. By working together, the College community and College Safety can reduce crime on campus. Members of the College community may report criminal activities or other emergencies in a variety of ways. While we encourage all community members to promptly report all crimes and other emergencies directly to College Safety or the local law enforcement agency, we recognize that some may prefer to report to other individuals or College offices. The name, title and contact information for each person or organization to whom students and employees should report criminal offenses or dangerous/unsafe conditions is listed below.

All reports of crimes, suspicious activity or other emergencies will be immediately investigated by College Safety and/or other College departments or outside agencies as appropriate. This includes completion of appropriate reports, collecting of evidence, etc. Reports of incidents involving students are shared with the CARE team (refer to page#9 for team description) for review and potential welfare and/or disciplinary action. College Safety also maintains a daily crime log of all crimes reported on CCC campuses. The log is updated on a daily basis and is available during business hours by contacting any College Safety member.

Oregon City Campus: Crimes occurring at the Oregon City campus may be reported to College Safety, OCPD or, in the instance of sexual misconduct, the below individuals. All incidents requiring an immediate law enforcement response should first be reported to OCPD and then College Safety.

Melissa McCormack
Chief Human Resources Officer and Title IX Coordinator
503-594-3458
Melissa.mccormack@clackamas.edu
Human Resources Office – Barlow Hall

John Ginsburg
Director of Student Life and Title IX Coordinator for Students
503-594-3030
John.ginsburg@clackamas.edu

Harmony Campus: Crimes occurring at the Harmony campus may be reported to College Safety, MPD or the below individuals. All incidents requiring an immediately law enforcement response should first be reported to MPD and then College Safety.

Armetta Burney
Dean of Technology, Applied Science & Public Services (TAPS)
503-594-3440
armetta.burney@clackamas.edu
Industrial Technology Building #216

Sunny Olsen
Director of Community Education and Harmony Campus
503-594-3481
sunnyo@clackamas.edu

Harmony East #132

Wilsonville Campus: Crimes occurring at the Wilsonville campus may be reported to College Safety, CCSO or the below individuals. All incidents requiring an immediate law enforcement response should first be reported to the CCSO and then College Safety.

Armetta Burney

Dean of Technology, Applied Science & Public Services (TAPS)

503-594-3440

armetta.burney@clackamas.edu

Industrial Technology Building #216

Sunny Olsen

Director of Community Education, Wilsonville & Harmony Campuses

503-594-348

sunnyo@clackamas.edu

Anonymous Reporting

If you are a victim or witness of a crime and do not want to pursue action within the College system or the criminal justice system, you may want to consider making an anonymous report. A College Safety officer can file a report on the details of the incident without revealing a victim's or witness's identity. The purpose of the report is to remain anonymous, while taking steps to ensure the future safety of yourself and others. With such information, the College can keep an accurate record of the number of incidents involving students, employees and visitors; determine where there is a pattern of crime with regard to a particular location, method or assailant; and alert the campus community to potential dangers. Reports filed in this manner are counted and disclosed in the annual crime statistics for the College and when they involve allegations of sexual harassment (including sexual violence) are made available to the College's Title IX Coordinator.

Confidential Reporting

Confidential resources on campus include the Counseling Department staff. The Counseling Department staff will not share information that can identify the victim or accused with anyone else without the victim's permission, unless they fear the victim will harm themselves or someone else or if abuse of a child is reported.

CCC Counseling Department

503-594-3176

counseling@clackamas.edu

College Safety sends a request each year to the Counseling Department, which encourages counselors to inform the persons they are counseling of the procedures to report crimes on a voluntary, confidential basis for inclusion in the annual disclosure of crime statistics.

The College will, upon written request, disclose to the alleged victim of a crime of violence or sex offense the results of any disciplinary proceedings conducted by the College against a student who is the alleged perpetrator. If the alleged victim is deceased as a result of the crime, the next of kin shall be treated as the alleged victim for purposes of this paragraph.

Rave Guardian App

Clackamas Community College utilizes the Rave Guardian allowing students and employees the ability to report crime and other emergency situations directly to College Safety. To download the free app please see instructions on page #9.

Non-Campus Monitoring of Student Organizations

CCC does not currently recognize any non-campus locations of student organizations, including student organizations with off-campus housing facilities.

Emergency Notifications & Timely Warnings

Students, faculty, staff and visitors are encouraged to report all crimes and public safety related incidents to College Safety in a timely manner to aid in providing accurate Emergency Notifications or Timely Warnings to the College community (including the Harmony and Wilsonville campuses) when appropriate and to ensure inclusion in the annual crime statistics. In the event of a serious incident, which may pose an immediate or on-going threat to members of CCC, an Emergency Notification or Timely Warning will be sent to students and employees. The notifications and warnings are generally written and distributed to the College community by the Public Information officer, Director of College Safety or designee.

College Safety monitors events on and around campus daily and reviews information obtained from Campus Security Authorities and local law enforcement agencies. If College Safety confirms that there is an emergency or dangerous situation that poses an immediate or on-going threat to the health or safety of some or all members of the College community, College Safety will activate emergency notification procedures to provide an Emergency Notification or Timely Warning of the threat to the community or to the appropriate segment of the community if the threat is limited to a particular building or segment of the population. College Safety will, without delay and considering the safety of the community, determine

the content of the notification and initiate notification, unless issuing a notification will, in the judgment of the first responders (including, but not limited to College Safety, local law enforcement agencies or other first responders) compromise the efforts to assist a victim or to contain, respond to or otherwise mitigate the emergency.

Notifications and warnings may be distributed via the College's emergency notification system (RAVE Alert & RAVE Guardian) which includes e-mails, text messages or voice mails. Notifications and warnings may also be posted on the College's website, the College Safety webpage, on-campus video message boards or other means of social media. College Safety alert posters may also be posted by College Safety in campus buildings when deemed necessary.

Emergency Notifications

Emergency Notifications will be issued upon the confirmation of a significant emergency or dangerous situation involving an immediate threat to the health or safety of the College community. The College will post updates during a critical incident utilizing the same emergency distributions systems.

Timely Warnings

Timely Warnings will be issued to inform the College community of crimes or situations that may represent a serious or continuing threat. The College will post updates as necessary. The warnings will be issued in the same manner as Emergency Notifications.

When issuing an Emergency Notification or Timely Warning, the names of victims will be withheld to ensure confidentiality. Notifications and warnings are usually distributed for all "Clery" reportable crimes including the following Uniform Crime Reporting Program (UCR) classifications: major incidents of arson, murder/non-negligent manslaughter and robbery. Incidents of aggravated assaults and sex offenses are considered on a case by case basis, depending on the facts of the case and whether there is a continuing threat to the College community. Warnings may also be issued for other crime classifications as deemed necessary.

Members of CCC are periodically prompted to update their emergency contact information in their myClackamas account and are automatically enrolled into the emergency notification system to receive alerts. The downloading and use of the RAVE Guardian application is optional and provided at no cost to students and employees. The emergency notification system is tested twice a year, once during the fall term and once during the spring term. Messages released during a system test will clearly indicate that a system test is occurring.

Campus Security and Access

All CCC students, faculty and staff are issued a College identification card for the purpose of photo identification as a CCC student, faculty or staff member. During regular business hours, the College is open to all individuals adhering to College rules and state laws. Some facilities may have individual hours, which may vary at different times of the year.

College Safety officers and custodial staff lock and check exterior doors to administrative and academic buildings every evening or when buildings are not open for general use by students and employees. When buildings are closed to general use, College Safety officers grant access to authorized personnel only.

CCC provides open parking to all students, faculty, staff and visitors. No permit or fees are required to park on campus. Parking is restricted to business hours. No overnight parking is allowed.

In addition to the regular security checks conducted by College Safety officers and local law enforcement agencies, CCC utilizes a system of video cameras across all campuses for enhanced security and investigative purposes. The College has installed an electronic access control system on all exterior doors. The system allows for the automatic unlock/lock of all exterior doors. In the case of an emergency, all exterior doors can be locked simultaneously from a central control system.

Clackamas Community College does not have campus residences.

Security Maintenance

Facilities and landscaping on CCC campuses are maintained in a manner that minimizes hazardous conditions. College Safety officers regularly patrol the campuses and report malfunctioning lights and other unsafe physical conditions to Campus Services for repair. All members of the College community should promptly report equipment or facility problems to College Safety or Campus Services by contacting College Safety dispatch services at 503-594-6650.

Crime Prevention

CCC offers programs and information designed to inform students and employees about campus security procedures and practices. A common theme of all awareness and crime prevention programs is to encourage students, employees and visitors to be responsible for their own safety and for the safety of others on campus. Crime Prevention Programs on personal safety and security are sponsored by various campus organizations throughout the year. The programs include general crime prevention and security awareness, such as safety

education briefings and materials, discussions and materials about alcohol and drug abuse, domestic violence, dating violence, sexual assault, stalking, self-defense, fire safety, emergency response and evacuation procedures.

Below is a sample of programs and services provided by College Safety:

New Employee Orientation: All new part-time and full-time employees are offered the opportunity to attend a College Safety orientation briefing as part of the on-boarding process. Orientation includes such topics as College Safety services, crime prevention and basic emergency procedures.

Active Shooter: College Safety, in conjunction with OCPD, conducts training to help students, faculty, and staff prepare and survive an incident involving an active shooter. Individual departments may request a walk through and training for their work spaces.

Emergency Safety Guide: College Safety has developed and distributed copies of the Emergency Safety Guide. The guides are located in most classrooms and other prominent locations throughout College facilities. Building maps showing escape routes and location of emergency equipment are located next to the Emergency Safety Guides. The guides include information on reporting emergencies and basic response, fire safety, and lockdown, lockout and evacuation procedures.

College Safety Messages: College Safety sends email on an as-needed basis to the College community containing safety and emergency preparedness information based on incidents or information that cause safety concerns for our campus and the community.

Safety Walks: College Safety leads campus-wide safety walks in order to identify areas of concern and receive ideas for increasing safety and security on our campuses. Students, faculty and staff are encouraged to join the walks.

Safety and Security Surveys: Upon request, College Safety conducts crime prevention assessments of offices and other workplaces. The survey provides valuable information such as methods of increasing security, personal and workplace safety, evacuation procedures and protecting personal and College property. Surveys can be scheduled by calling 503-594-1698.

College Safety Website: College Safety maintains a website (www.clackamas.edu/campus-life/college-safety), which provides valuable safety information and links to other resources for students and staff.

Rave Guardian App

Clackamas Community College utilizes the Rave Guardian app to allow students and employees the ability to report crime and other emergency situations directly to College Safety.

How to get the app:

- Download the Rave Guardian app from the [Apple Store](#) or [Google Play](#).
- Enter your phone number.
- Verify your phone number.
- Verify your contact information.
- Choose whether or not to receive instant updates.
- Enable location-based alerts.

Daily Crime Log: College Safety maintains a daily log of all crimes reported on CCC campuses. The log is updated on a daily basis and is available during business hours by contacting any College Safety member.

CARE Team (Coordinates, Assesses, Responds & Engages): The CARE team is a multidisciplinary group of faculty, staff, and administrators that work with students who may be experiencing difficulty or distress or who are disruptive to the educational environment of CCC. The CARE team coordinates the appropriate response and resources necessary to support referred students including counseling services, behavior and safety interventions, food and housing support, etc. as needed. The CARE Team meets weekly and works to proactively resolve any issues, barriers, or concerns regarding students that are identified by faculty, staff, and administrators. The Associate Dean of Enrollment and Student Services is the Chairperson for the CARE Team. Questions about the team can be submitted to care@clackamas.edu.

Conduct Team: Student conduct is monitored and maintained at CCC by a Conduct Team. The Conduct Team is composed of the Associate Dean of Enrollment and Student Services of AFaC, the Associate Dean of Arts and Sciences, and the Associate Dean of Technology, Applied Sciences and Public Service. This team is responsible for managing and responding to violations of the Student Code of Conduct. This group typically meets every week to review and adjudicate potential code of conduct violations. Questions about the Conduct Team can be submitted to the Associate Dean of Enrollment and Student Services, Jennifer Anderson, at jennifer.anderson@clackamas.edu.

Threat Assessment Team: The Threat Assessment Team (Level 1) is comprised of members of the CARE team and led by the Director of College Safety. The team reviews situations to identify and assess the level of risk associated with threats to do harm to self or

others. The team creates plans for intervention and support and addresses needs required for the situation. If deemed necessary, the Director of College Safety will take the case to the Clackamas County Level 2 Threat Assessment Team for further consultation and resources. Questions regarding the team can be submitted to the Director of College Safety, Dennis Marks, at dennis.marks@clackamas.edu

Bystander Intervention: The College has provided Bystander Intervention training for some students. The training provides safe and positive options for individuals to recognize situations of potential harm and identify safe and effective intervention options. Clackamas Community College recognizes the value of teaching our students and other community members the tools needed to interfere and prevent sexual assaults. We will continue to incorporate this training into our campus programs and groups as opportunities allow.

Safety Awareness

College Safety provides the following services and information to help ensure the safety of individuals on our campuses.

Safety Escorts: Anyone uncomfortable walking alone on campus are encouraged to contact College Safety at 503-594-6650 for a safety escort. This service is available during College Safety duty hours.

Vehicle Battery Jump Start: College Safety vehicles are equipped with battery jump kits in order to assist individuals parked on campus whose vehicle may need a battery jump.

Tire Inflate: College Safety vehicles are equipped with portable air compressor kits in order to assist individuals parked on campus whose vehicle tire may need air.

Tips for Your Safety: Report all suspicious activity to College Safety or your local law enforcement agency.

- 1) Program College Safety and law enforcement telephone numbers into your cell phone:
 - College Safety (24-hour line): 503-594-6650
 - Oregon City Police Department (emergency line): 911
 - Oregon City Police Department (non-emergency line): 503-655-8211
 - Milwaukie Police Department (emergency line): 911
 - Milwaukie Police Department (non-emergency line): 503-786-7400

- Clackamas Sheriff's Office (emergency line): 911
 - Clackamas Sheriff's Office (non-emergency line): 503-655-8211
- 2) Download and learn to use the Rave Guardian smart phone application.
 - 3) Try to avoid walking alone at night, travel with friends or utilize the Safety Escort services.
 - 4) Be aware of your location. Instead of texting or looking down at the ground, watch for cars and people around you.
 - 5) Consider carrying a whistle, loud noises can attract attention and assistance.
 - 6) Never leave valuables unattended.
 - 7) Carry your vehicle keys and CCC identification card at all times and do not lend them to anyone.
 - 8) Lock up bicycles and motorcycles. Lock car doors and close windows when leaving your car.
 - 9) Do not leave valuables in your car, especially if they can be easily noticed.
 - 10) Engrave serial numbers or owners recognized numbers, such as driver's license number on items of value.
 - 11) Trust your instincts – if it doesn't seem right, it probably isn't!

Notification of Missing Students

CCC does not have residence halls or on-campus housing and is not required to publish or have a policy on missing persons. College Safety will however, collaborate with local law enforcement agencies should a student or employee be considered to be a missing person.

Title IX

Title IX is a federal civil rights law that protects students and employees from sex-based discrimination and sex-based harassment in education programs or activities.

Title IX defines sex-based discrimination as discrimination on the basis of sex stereotypes, sex characteristics, pregnancy or related conditions, sexual orientation, and gender identity

Title IX further defines sex-based harassment as a form of sex discrimination and sexual harassment and other harassment on the basis of sex, including on the basis of sex stereotypes, sex characteristics, parental, family, or marital status, pregnancy or related conditions, sexual orientation, and gender identity, that is quid pro quo harassment, hostile environment harassment, or the specific offenses of sexual assault, dating violence, domestic violence, and stalking.

The Student CARE Team and Human Resources are responsible for coordinating

inquiries and investigations of alleged Title IX violations. General procedures for reporting and investigation into allegations of Title IX violations are outlined below.

Reporting Title IX violations

To report information about conduct that may constitute sex discrimination or make a complaint of sex discrimination under Title IX, please refer to www.clackamas.edu/TitleIX.

Any non-confidential employee at the college who either has authority to take corrective action on behalf of the college or has responsibility for administrative leadership, teaching, or advising in CCC's education program or activity is obligated to notify the Title IX Coordinator of conduct that reasonably may constitute sex discrimination

All other CCC employees are obligated to notify the Title IX Coordinator or about conduct that reasonably may constitute sex discrimination.

Inquiries or investigations of reported Title IX violations involving students and only students will be coordinated by the Title IX Coordinator(s) for students and the Student CARE Team.

Inquiries or investigations of reported Title IX violations involving employees, vendors or other individuals will be coordinated by the Title IX Coordinator(s) in Human Resources.

All parties participating in the Title IX process or investigation are prohibited to engage in retaliation.

Contact information for the Student CARE Team and Human Resources can be found below:

- The Title IX Team, titleix@clackamas.edu
- Human Resources, hr@clackamas.edu, 503-594-3300
- Chief Human Resources Officer, Room B 204D, 503-594-3458
- Director of Human Resources, Room B 204C, 503-594-3087
- Title IX Coordinator for Students, Room WC 163, 503-594-3030

Reports or information regarding Title IX violations involving the Title IX Coordinator(s) must be reported to the President.

Reports or information regarding Title IX violations involving the President must be submitted to the Board chair.

Inquiries and Investigations of Title IX Violations

The Title IX coordinator receiving the report of alleged Title IX violations will promptly initiate an inquiry and/or investigation. The inquiry and/or investigation will be conducted in accordance with state and federal laws.

Procedure Overview

When a formal written complaint of sex-based discrimination is reported by an individual(s), the Title IX Coordinator(s) will complete an initial inquiry to determine if the allegations meet the requirements of Title IX. If the allegations do not meet the Title IX requirements, the formal Title IX complaint must be dismissed. However, the College may still choose to investigate the sex-based discrimination and/or misconduct. The dismissal of the Title IX complaint may be appealed following the appeal procedures below.

For purposes of this process, the complainant is the individual(s) filing the report of a Title IX violation. The respondent is the individual(s) alleged to have been involved in an incident of prohibited conduct under Title IX.

If it is determined that the allegations meet the requirements of Title IX, and if the complainant wishes to proceed with a formal investigation or the allegations involve an employee, an investigator will be assigned. The complainant and respondent will receive written notification of the allegations and investigation. The written notice will also include the following information:

- Clackamas Community College's Title IX grievance procedures and any informal resolution process
- Sufficient information available at the time to allow the parties to respond to the allegations, including the identities of the parties involved in the incident(s), the conduct alleged to constitute sex discrimination, and the date(s) and location(s) of the alleged incident(s);
- Retaliation is prohibited;
- Both parties may have an advisor of their choice who may be, but is not required to be, an attorney;
- The parties are entitled to an equal opportunity to access the relevant and not otherwise impermissible evidence or an accurate description of this evidence.
- CCC prohibits knowingly making false statements or knowingly submitting false information during the grievance process and procedures. Such behaviors shall be regarded as a serious offense and will result in disciplinary action or other appropriate sanctions.

CCC will take reasonable steps to protect the privacy of the parties and witnesses during its grievance procedures. These steps will not restrict the ability of the parties to obtain

and present evidence, including speaking to witnesses; consulting with their family members, confidential resources, or advisors; or otherwise preparing for or participating in the grievance process. The parties cannot engage in retaliation, including against witnesses.

Timeframes

Clackamas Community College has established the following timeframes for the major stages of the grievance procedures:

Following the initial investigation, a draft report will be provided to both parties. Both parties will have a reasonable amount of time to provide a response. Any responses received will be reviewed and incorporated, as appropriate, into the final investigation report. All parties will have the opportunity to review the final investigation report.

At least ten (10) calendar days following the final investigation report, all parties will participate in a live hearing conducted by the hearing officer(s). During the live hearing, the hearing officer(s) will review the final investigation report and ask questions of the parties. Following the hearing, the hearing officer(s) will determine if the respondent is responsible or not responsible for the sex-based discrimination and/or misconduct and if there has been a policy violation. If the respondent is a student and found responsible, the hearing officer(s) will impose appropriate sanctions to eliminate the occurrence of the violation, prevent its reoccurrence, and remediate its effects, in accordance with the student code. If the respondent is an employee and found responsible they will be subject to discipline, up to and including dismissal, in accordance with the applicable employee handbook and/or bargaining agreement.

Investigation timelines may vary with the complexity of the case including factors such as a police investigation or academic break.

Timelines may be extended based upon mutual consent of both parties in writing.

Appealing the Dismissal of a Formal Title IX Complaint or Determination of Responsibility

If a complainant and/or respondent is not satisfied with the dismissal of the formal Title IX complaint, or the determination of responsibility by the respondent, they may submit a written appeal to the Dean of Academic Foundations and Connections (for students) or the Chief Human Resources Officer (for employees). Appeals will follow the respective employee or student policies related to conduct.

Documentation of Inquiries and Investigations

Documentation of inquiries or investigations of Title IX violations may become part of the student's education record or employee's personnel file. Additionally, documentation of

inquiries, investigations or findings of Title IX violations will be maintained as a confidential file in the student services office and/or human resources office in accordance with state and/or federal law.

Additional Reporting Resources

Title IX violations may be reported, at any time, to the following state and/or federal agencies:

- U.S. Department of Labor
- Equal Employment Opportunity Commission
- Oregon Bureau of Labor and Industries
- U.S. Department of Education
- Office for Civil Rights
- Higher Education Coordinating Commission

For more information see on CCC's Sex-Based Discrimination/Misconduct policy or additional information on the procedures see Sex-Based Discrimination/Misconduct GBN/JBA and Sex-Based Discrimination Reporting Procedure JBA/GBN-AR(2) .

Title IX Appendix: Definitions

Complainant means:

- (1) A student or employee who is alleged to have been subjected to conduct that could constitute sex discrimination under Title IX or its regulations; or
- (2) A person other than a student or employee who is alleged to have been subjected to conduct that could constitute sex discrimination under Title IX or its regulations and who was participating or attempting to participate in the recipient's education program or activity at the time of the alleged sex discrimination.

Complaint means an oral or written request to the recipient that objectively can be understood as a request for the recipient to investigate and make a determination about alleged discrimination under Title IX or its regulations.

Confidential employee. An employee of the college whose communications are privileged or confidential under Federal or State law. The employee's confidential status, for purposes of this part, is only with respect to information received while the employee is functioning within the scope of their duties to which privilege or confidentiality applies.

Grievance Procedure refers to the formal process for handling complaints of sex discrimination, which can include sexual harassment or violence

Relevant means related to the allegations of sex discrimination under investigation as part of these grievance procedures. Questions are relevant when they seek evidence that may aid in showing whether the alleged sex discrimination occurred, and evidence is relevant when it may aid a decisionmaker in determining whether the alleged sex discrimination occurred.

Remedies means measures provided, as appropriate, to a complainant or any other person the recipient identifies as having had their equal access to the recipient's education program or activity limited or denied by sex discrimination. These measures are provided to restore or preserve that person's access to the recipient's education program or activity after a recipient determines that sex discrimination occurred.

Respondent means a person who is alleged to have violated the recipient's prohibition on sex discrimination.

Retaliation means intimidation, threats, coercion, or discrimination against any person by the recipient, a student, or an employee or other person authorized by the recipient to provide aid, benefit, or service under the recipient's education program or activity, for the purpose of interfering with any right or privilege secured by Title IX or its regulations, or because the person has reported information, made a complaint, testified, assisted, or participated or refused to participate in any manner in an investigation, proceeding, or hearing under the Title IX regulations.

Sex-based harassment is a form of sex discrimination and means sexual harassment and other harassment on the basis of sex, including on the basis of sex stereotypes, sex characteristics, pregnancy or related conditions, sexual orientation, and gender identity, that is:

(1) *Quid pro quo harassment*. An employee, agent, or other person authorized by the recipient to provide an aid, benefit, or service under the recipient's education program or activity explicitly or impliedly conditioning the provision of such an aid, benefit, or service on a person's participation in unwelcome sexual conduct;

(2) *Hostile environment harassment*. Unwelcome sex-based conduct that, based on the totality of the circumstances, is subjectively and objectively offensive and is so severe or pervasive that it limits or denies a person's ability to participate in or benefit from the recipient's education program or activity (i.e., creates a hostile environment). Whether a hostile environment has been created is a fact-specific inquiry that includes consideration of the following:

(i) The degree to which the conduct affected the complainant's ability to access the recipient's education program or activity;

(ii) The type, frequency, and duration of the conduct;

(iii) The parties' ages, roles within the recipient's education program or activity, previous interactions, and other factors about each party that may be relevant to evaluating the effects of the conduct;

(iv) The location of the conduct and the context in which the conduct occurred; and

(v) Other sex-based harassment in the recipient's education program or activity; or

(3) Specific offenses.

(i) Sexual assault meaning an offense classified as a forcible or nonforcible sex offense under the uniform crime reporting system of the Federal Bureau of Investigation;

(ii) Dating violence meaning violence committed by a person:

(A) Who is or has been in a social relationship of a romantic or intimate nature with the victim; and

(B) Where the existence of such a relationship shall be determined based on a consideration of the following factors:

(1) The length of the relationship;

(2) The type of relationship; and

(3) The frequency of interaction between the persons involved in the relationship;

(iii) Domestic violence meaning felony or misdemeanor crimes committed by a person who:

(A) Is a current or former spouse or intimate partner of the victim under the family or domestic violence laws of the jurisdiction of the recipient, or a person similarly situated to a spouse of the victim;

(B) Is cohabitating, or has cohabitated, with the victim as a spouse or intimate partner;

(C) Shares a child in common with the victim; or

(D) Commits acts against a youth or adult victim who is protected from those acts under the family or domestic violence laws of the jurisdiction; or

(iv) Stalking meaning engaging in a course of conduct directed at a specific person that would cause a reasonable person to:

(A) Fear for the person's safety or the safety of others; or

(B) Suffer substantial emotional distress.

Supportive measures means individualized measures offered as appropriate, as reasonably available, without unreasonably burdening a complainant or respondent, not for punitive or disciplinary reasons, and without fee or charge to the complainant or respondent to:

(1) Restore or preserve that party's access to the recipient's education program or activity, including measures that are designed to protect the safety of the parties or the recipient's educational environment; or

(2) Provide support during the recipient's grievance procedures or during an informal resolution process.

Educational programs include:

Title IX Sexual Assault/Harassment Training: All CCC employees are required to complete Title IX training when hired and on an annual basis thereafter. The training is provided by Neo Gov and includes education and prevention training on issues including sexual assault, dating & domestic violence and stalking.

Bystander Intervention: The College, in partnership with community partners and student leaders, has provided Bystander Intervention training for students during Sexual Assault Awareness Month. The training provides safe and positive options for individuals to recognize situations of potential harm and identify safe and effective intervention options.

Resource Fairs: Resource fairs, providing information related to the education and prevention of sexual assault, dating & domestic violence and stalking, are held throughout the school year on all campuses. The resource fairs are open to all students and employees.

Domestic Violence Awareness Month: A variety of activities, aimed at educating both students and employees on domestic & dating violence prevention and resources are held during Domestic Violence Awareness Month on all campuses. Activities include the Clothesline Project, films and other interactive activities.

Sexual Assault Awareness Month: A variety of activities, aimed at educating both students and employees on issues, resources, prevention, and support related to sexual assault. Activities include a Denim Day "tent event" with awareness t-shirts, items from the

National Sexual Violence Resource Center, and partnership with a local shelter and advocacy organization; and, a hybrid SAAM trivia activity with helpful resource information. Flyers advertising these events, with resource contact information were distributed through the college and by e-mail and social media.

Student Code of Conduct and College Employee Handbook: CCC has developed and distributed Student Code of Conduct and Employee handbooks, which provide a listing of CCC policies regarding gender and Sex-based misconduct.

Resources (on-campus)

Counseling Department (students only)

CCC Counseling Department can provide confidential support for you during this difficult period. They can inform you of common emotional reactions and discuss coping methods that may assist you immediately following the event(s) and later. Talking about your concerns with a counselor in a safe and supportive environment may help you sort through your feelings and decide what to do. You do not need to disclose your name if you call the Counseling Department for information. The Counseling Department can be reached by calling 503-594-3176.

Clackamas Women's Services

Clackamas Women's Services is a local organization that provides compassionate and expert support to survivors of all gender identifications, sexual orientations, ages, or immigration status who are currently experiencing or healing sexual violence. In addition to their off-campus services, including a 24-hour hotline, CWS collaborates frequently with CCC departments for purposes of sexual violence education, prevention, and response. CWS also provides on campus advocate office hours through the Counseling department.

Clackamas Women's Services
A Safe Place Family Justice Center
Warner Milne Road
Oregon City, OR 97045
503-654-2288 or 888-654-2288

For CCC employees, please contact the Employee Assistance program or Human Resources Department.

College Safety (Oregon City Campus): The College Safety office is located in McLoughlin Hall, room #113. If the office is not staffed, please contact College Safety dispatch services at 503-594-6650 for assistance.

Resources (off-campus)

Call to Safety

Formerly the Portland Women's Crisis Line

503-235-5333 or 888-235-5333

Clackamas County Sheriff's Office Domestic Violence Enhanced Response Team (DVERT)

9101 SE Sunnybrook

Clackamas, OR 97015

503-785-5000

Assistance Line 503-557-5846

Oregon City Police Department

320 Warner Milne Road

Oregon City, Oregon 97045

503-655-8211

Milwaukie Police Department

3200 SE Harrison Street

Milwaukie, Oregon 97222

503-786-7400

Sex Offender Registry

In the State of Oregon, convicted sex offenders must register with the Oregon State Police Sex Offender Registration Unit. The Oregon State Police is responsible for maintaining this registry. Oregon State Police provide this list online on the Oregon Sex Offender Inquiry System. It can be accessed at <http://sexoffenders.oregon.gov>.

This statement is provided in compliance with the Campus Sex Crimes Prevention Act of 2000 and the Oregon Revised Statute 181.599 Failure to Report as Sex Offender.

The College is required to inform the campus community that information regarding registered sex offenders in Oregon is available from the Oregon State Police headquarters which is located in Salem, Oregon. The agency may be contacted by email (ask.osp@state.or.us) or by telephone 503-378-3725, extension 44429. The Office of The Attorney General for the State of Oregon also maintains a website with the Oregon State Sex Offender Registry. This registry is available at <http://sexoffenders.oregon.gov>.

Registered sex offenders who are employed, carry on a vocation, or are students at CCC are required, under the Campus Sex Crimes Prevention Act of 2000, as amended, to notify the Oregon State Police of their affiliation with the College. In the State of Oregon, convicted sex offenders are required to register, in compliance with ORS 181.599, with a police department. These records are maintained by the Oregon State Police.

Unlawful use of the information for purposes of intimidating or harassing another is prohibited and willful violations shall be punished as a crime.

Alcohol and Drug Policies

The Drug Free Schools and Campuses Regulations (34 CFR Part 86) of the Drug-Free Schools and Communities Act (DFSCA) require an institution of higher education (IHE) such as CCC to certify it has implemented programs to prevent the abuse of alcohol and use or distribution of illicit drugs both by CCC students and employees both on its premises and as a part of any of its activities. CCC is committed to maintaining a drug-free institution to create a safe and healthful campus and work environment and to assist its students and employees who may have problems with drugs or alcohol. In compliance with the DFSCA, the College provides for the campus community information covering the following areas:

- Standards of conduct related to drugs and alcohol for students and employees
- Disciplinary and legal sanctions for students and employees in violation of policy
- Description of the health risks associated with illicit drug use and alcohol abuse
- Description of drug and alcohol programs that are available to students and employees
- Statistics regarding the number of policy violations

CCC Policy/Standards of Conduct

The College prohibits the unlawful manufacture, distribution, dispensing, possession, or use of controlled substances and alcohol by employees, students, and visitors on College premises or as part of any College activity. The enforcement of both State and Federal laws, including the enforcement of Oregon underage drinking laws will be enforced by the OCPD, CCSO, MPD and College Safety.

Reference Documents:

- Board Policy GBEC: Drug Free Workplace
- Board Policy JGCH/JFCI-AR: Alcohol and Other Drugs
- Association Bargaining Agreements
- Student Handbook
- Employee Handbook

CCC Policy on and Enforcement of the Possession, Use and Sale of Illegal Drugs

The CCC campuses have been designated Drug Free. The possession, sale, manufacture and distribution of any controlled substance is illegal under both state and federal laws. These laws are strictly enforced by the OCPD, CCSO, MPD and College Safety. Violators of these laws are subject to CCC disciplinary action (for affiliated members of the institution), criminal prosecution, fine and imprisonment.

CCC Policy on and Enforcement of the Possession, Use and Sale of Alcoholic Beverages

The possession, use and sale of alcohol on CCC campuses is governed by CCC Alcohol Policy and Oregon state law. The enforcement of alcohol laws on CCC campuses is the primary responsibility of the OCPD, CCSO, MPD and College Safety. Violators are subject to CCC disciplinary action (if affiliated with the institution), criminal prosecution, fine and imprisonment. It is unlawful to sell, furnish or provide alcohol to a person under the age of 21. The possession of alcohol by anyone under 21 years of age in a public place or a place open to the public is illegal. It is also a violation of the CCC Alcohol Policy for anyone to consume or possess alcohol in any public/private area of the campuses without prior College approval.

Campus Smoking Policy

Use of tobacco on College premises is restricted to designated outdoor areas only. For the purposes of this policy, "tobacco" is defined to include any lit cigarette, cigar, pipe, bidi, clove, cigarette, electronic cigarette and any other lit smoking product; and smokeless or spit tobacco, also known as dip, chew, snuff or snus, in any form or personal vaporizer.

Marijuana Policy

CCC does not permit the use of marijuana on College property. Individuals who qualify to use marijuana for medical purposes are not permitted to possess, store, provide, or use the marijuana on College-owned or controlled property (including, but not limited to, academic buildings, athletic facilities, and parking lots), or during a College-sanctioned activity regardless of the location. Violators of these laws are subject to CCC disciplinary action (for affiliated members of the institution), criminal prosecution, fine and imprisonment.

Getting Help: Drug and Alcohol Programs

Faculty or staff members who are concerned about substance use, abuse, and rehabilitation are strongly encouraged to contact their physicians, health plan, the Employee Assistance Program or the Department of Human Resources, which can refer them to appropriate resources (community or private agencies) that provide complete, confidential substance abuse counseling. Many health insurance plans provide coverage for substance abuse programs to address substance abuse and rehabilitation as well. Successful completion of

an appropriate rehabilitation program, including participation in aftercare, may be considered as evidence of eligibility for continued or future employment.

Students who are concerned about substance use, abuse, and rehabilitation are urged to contact the Counseling Center for referral.

Other outside sources for faculty, staff, and students:

<http://alcoholism.about.com> *

<http://www.alcoholscreening.org> *

Alcoholics Anonymous: <http://www.aa-oregon.org/> *

Al-Anon & Alateen Information: <http://www.oregonal-anon.org/> *

Narcotics Anonymous: <http://www.portlandna.com/> *

*Clackamas Community College does not endorse or collaborate with any of the above listed programs.

Please see CCC's Drug and Alcohol Awareness Prevention Program Biennial Review at www.clackamas.edu/campus-life/college-safety for further details related to College policies and resources.

Distribution of Policies

The College has posted drug and alcohol prevention programming information on the [consumer information](#) webpage, which contains information about related alcohol and drug policies, abuse prevention programming, warnings of substance abuse and health risks, disciplinary and legal sanctions, and student and employee assistance programs. CCC distributes information pertaining to the Drug and Alcohol Prevention Program (DAAPP) through the following actions:

- Email notification of the Drug and Alcohol Prevention Program web links and biennial report is sent to students and employees annually each fall.
- Employees are required to complete the alcohol and drug safety training module on an annual basis; and
- Drug and Alcohol Prevention Program materials are included as part of the CCC Annual Security Report, which is distributed to all students and staff via email

annually and is posted on the College's website at:
<https://www.clackamas.edu/campus-life/college-safety>

Firearms and Weapons Policies

CCC is committed to maintaining a safe and secure environment that supports the academic mission of the College. CCC policy, prohibits firearms, destructive devices and other dangerous weapons on all College premises except as allowed under ORS 166.360 to ORS 166.385. Pursuant to ORS 166.370(3)(a-f), this prohibition does not apply to the following:

- A sheriff, police officer, other duly appointed peace officers or a corrections officer while acting within the scope of employment;
- A person summoned by a peace officer to assist in making an arrest or preserving the peace, while the summoned person is engaged in assisting the officer;
- An active or reserve member of the military forces of Oregon or the United States, when engaged in the performance of duty;
- A person who is licensed under ORS 166.291 and ORS 166.292 to carry a concealed handgun.

Prohibited weapons include all weapons included in the definition of “weapon” provided in ORS 166.360(5), including (but not limited to) any of the following:

- Any firearms;
- Any dirks, daggers, ice picks, slingshots, metal knuckles or any similar instruments or knives (other than ordinary pocket knives or box cutters), the use of which could inflict injury upon a person or property;
- An electrical stun gun or any similar instrument;
- A tear gas weapon as defined in ORS 163.211;
- A club, baton, billy club, bludgeon, knobkerrie, nunchaku, nightstick, truncheon or any similar instrument, the use of which could inflict injury upon a person or property; and

- A dangerous or deadly weapon as those terms are defined in ORS 161.015.

Emergency Evacuation Procedures and Policies

CCC's Evacuation and Reunification Plan addresses the College's response to emergencies by taking an all-hazards approach to both natural and human caused hazards. The entire College community should familiarize themselves with information in this plan and the Emergency Safety Guides (found in each classroom and other prominent locations on campus). College Safety officers and other staff members are trained in the Incident Command System (ICS), which is utilized when responding to incidents involving College Safety and local public safety agencies to manage, mitigate and recover from incidents.

College Safety conducts tests of its emergency plans and capabilities on an annual basis. These tests are designed to assess and evaluate the emergency plan and capabilities of the College. Tests include table-top exercises and fire evacuation drills.

There are essentially two types of life-threatening events that require evacuation; one which allows time for a warning period and the other occurs without warning. Considering both types of threats, there are two main protective measures for life safety; evacuation or shelter-in-place. Evacuation is the process of removing people from a threatened or dangerous area to an area of safety. Evacuation is effective, but is very complex and places high demand and stress on the population of the College and the surrounding community. Sheltering-in-place is the practice of remaining in place during an emergency. This concept relies heavily upon a responsible, prepared population able to sustain itself independently until assistance arrives or the threat is removed. Sheltering-in-place is preferred over evacuating, depending on the circumstances.

Purpose

The intent of this plan is to provide for the orderly and expeditious movement of people to a safe area from an area believed to be at risk. Additionally, this plan describes the implementation of shelter-in-place procedures, if necessary.

Assumptions

It is assumed that:

- In most instances there will be sufficient time available to warn the College population of an impending disaster and permit at least some evacuation effort.
- Many evacuees will seek shelter with relatives and friends outside of the College without being mandated.
- The College could be the recipient of evacuees from other neighborhoods.

- All memorandums of understanding/memorandums of agreement (MOUs/MOAs) needed for outside help are maintained and updated.
- A large disaster in the vicinity may require evacuation of parts of the College, as well as subsequent short-term sheltering.
- There will generally be a number of voluntary or spontaneous evacuees. Voluntary or spontaneous evacuees are those that leave their current location because of actual or perceived risk without being directed to do so. This could be categorized as a “spontaneous” evacuation. The potentially negative consequences of people voluntarily or spontaneously evacuating can be minimized by effective public information management. Their movement, mode, and direction of travel are typically unorganized and unsupervised.

Limitations

- Severe weather conditions or dangerous conditions could restrict movement of the population in general and prevent or hinder access to shelter sites.
- The plan’s effectiveness is largely based on the partnerships and relationships developed before the need arises.
- Immediate threats such as a large earthquake will severely limit the ability of the College to provide assistance prior to the event.
- The roads may be impassable; there is a possibility that the College will be on its own for an extended period of time.

Notification

A notification of an evacuation is issued to the College community advising them of the situation and what action they should take. This notification can be made via the RAVE Emergency Notification system, social media, door-to-door notification by College Safety or a Building Evacuation Response Team member or by any other means effective for the College and situation.

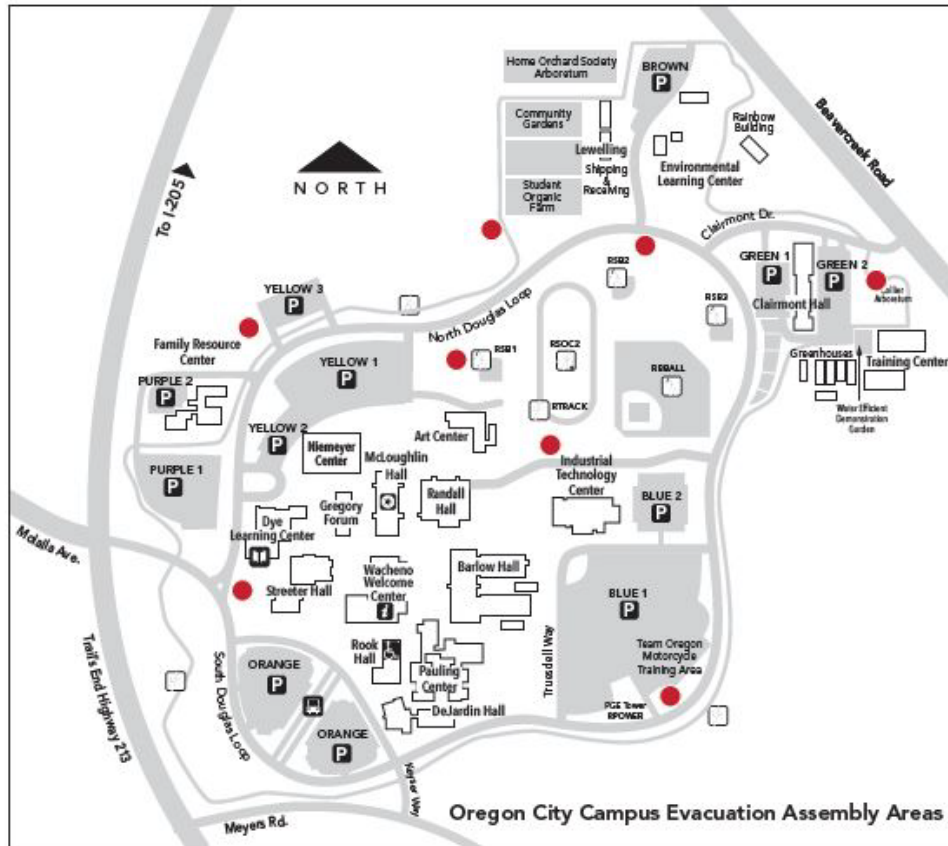
Evacuation

An evacuation is implemented when there is an immediate threat and a suggested evacuation is imminent or immediate. Students, faculty, staff, and guests are advised to evacuate and not return until informed by emergency response personnel. Evacuations may be off of College property, but are usually from one threatened section of the College to a safer section. Evacuation orders may come with prior warning, but may also result from an immediate threat without warning. A no-notice evacuation happens when circumstances require immediate implementation of contingency plans. Examples include: hazardous materials release, flash flood, or active shooter type events. This situation can pose significant disadvantages, as a no-notice evacuation can congest transport corridors and cause panic if not managed properly.

Evacuation Assembly Areas

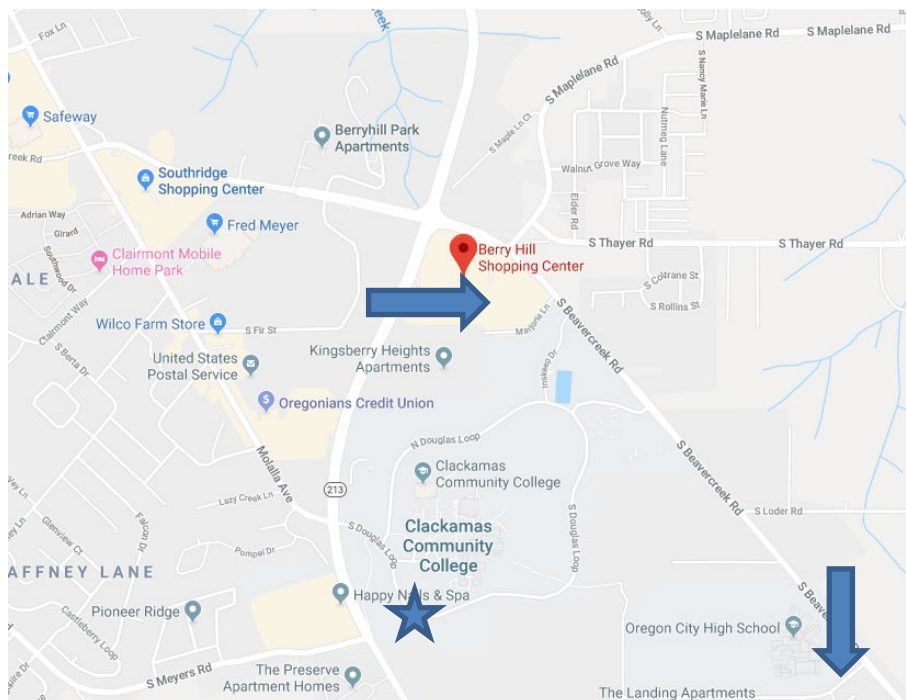
Oregon City Campus

On campus:



Off campus:

Primary location – Oregon City High School or Berryhill Shopping Center



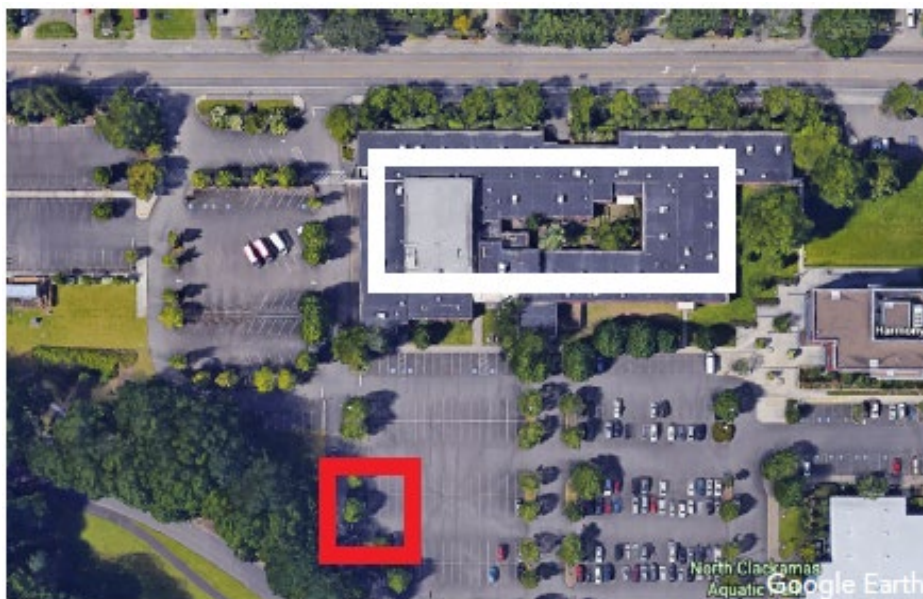
Harmony Campus

On Campus:

Harmony East

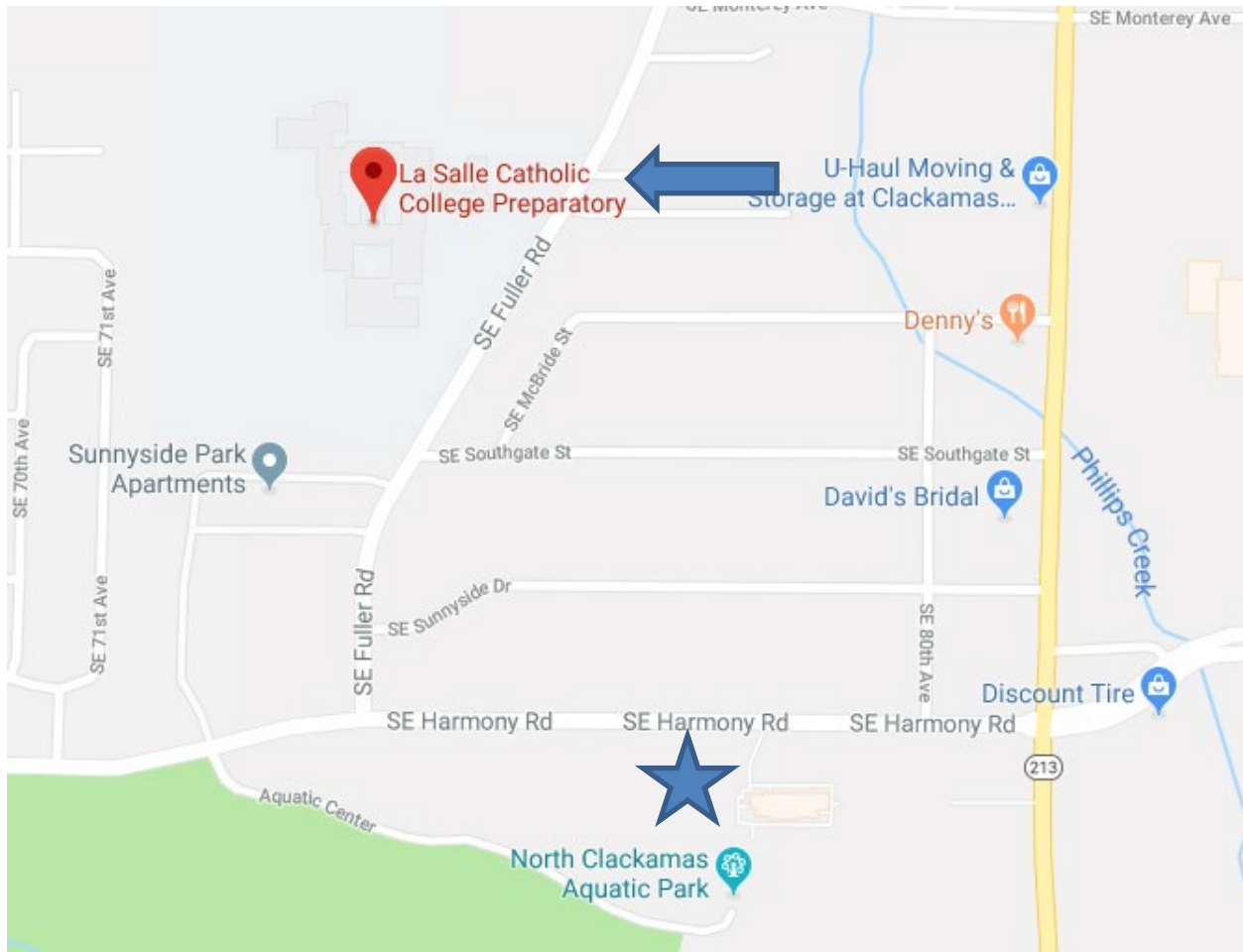


Harmony West



Off Campus:

Primary location – La Salle Catholic College Preparatory (11999 SE Fuller Road, Milwaukie, Oregon)



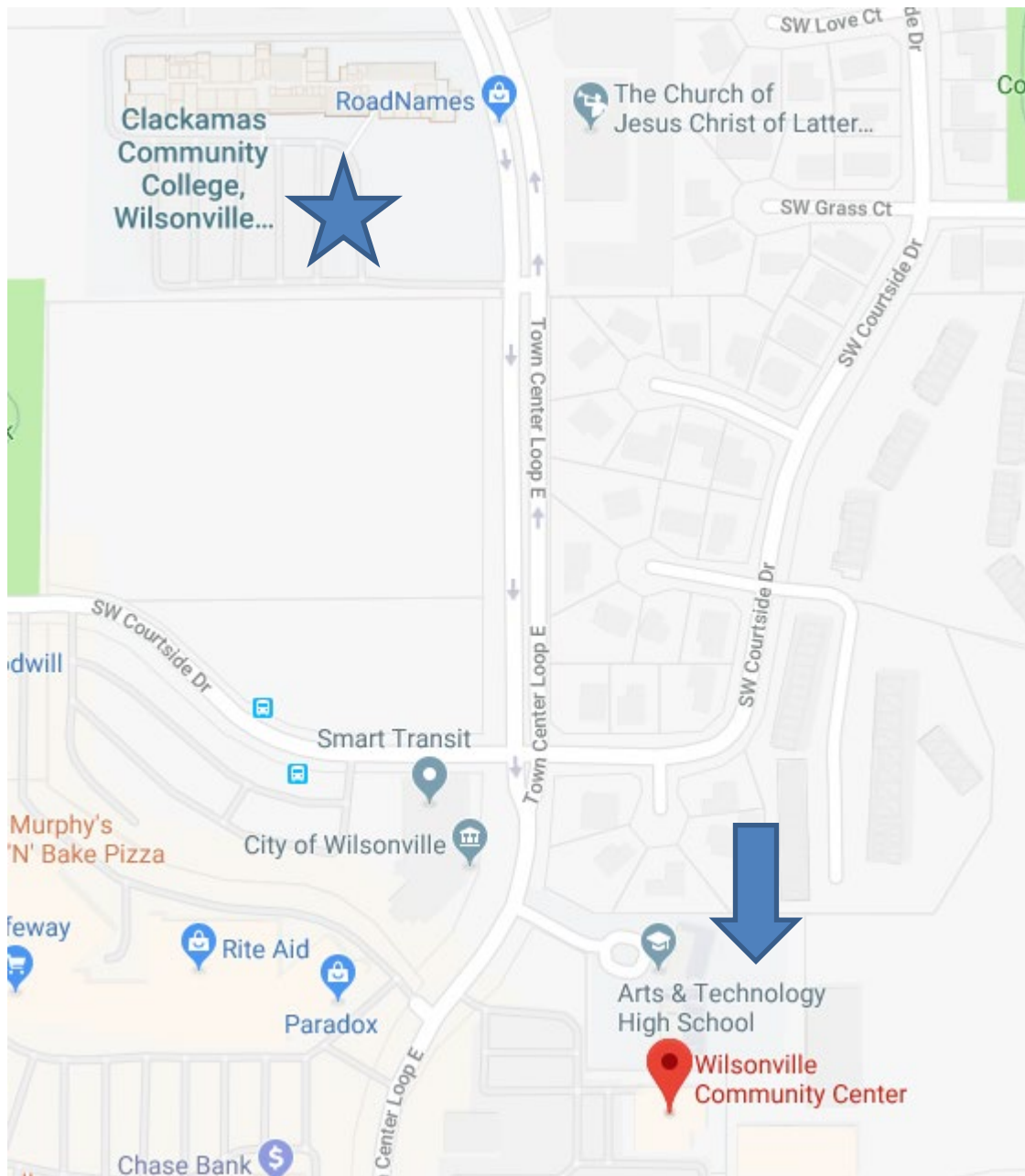
Wilsonville Campus

On Campus:



Off campus:

Primary location – Wilsonville Community Center (7965 SW Wilsonville Road, Wilsonville, Oregon)



Phased Evacuation

Planning for a zone-by-zone evacuation may be a viable solution to logistic problems encountered with large-scale evacuations or when evacuations are caused by escalating hazard risks. Area-specific evacuations may be based on the population concentration and/or the nature of the hazard. Phased evacuations require extensive pre-planning, operational coordination, and public information management strategies.

Oregon City Campus Evacuation

- The Oregon City campus has been divided into four (4) zones that consist of the following Buildings and Evacuation Assembly Areas:
 - Zone 1 - Buildings: Family Resource Center, Streeter Hall, Dye Learning Center, Gregory Forum, Niemeyer Center, Art Center, McLoughlin Hall and Randall Hall. Evacuation assembly areas: adjacent to parking lots Purple 1 & 2, Yellow 1, 2 & 3
 - Zone 2 - Buildings: Community Center, Rook Hall, Pauling Center and DeJardin Hall. Evacuation assembly areas: adjacent to parking lots Orange and Transit Center.
 - Zone 3 - Buildings: Barlow Hall and Industrial Technology Center. Evacuation assembly areas: adjacent to parking lots Blue 1 & 2.
 - Zone 4 - Buildings: Lewelling, Environmental Learning Center, Clairmont Hall and Training Center. Sports Fields: Baseball, Softball and Track. Evacuation assembly areas: adjacent to parking lots Brown and Green 1 & 2.

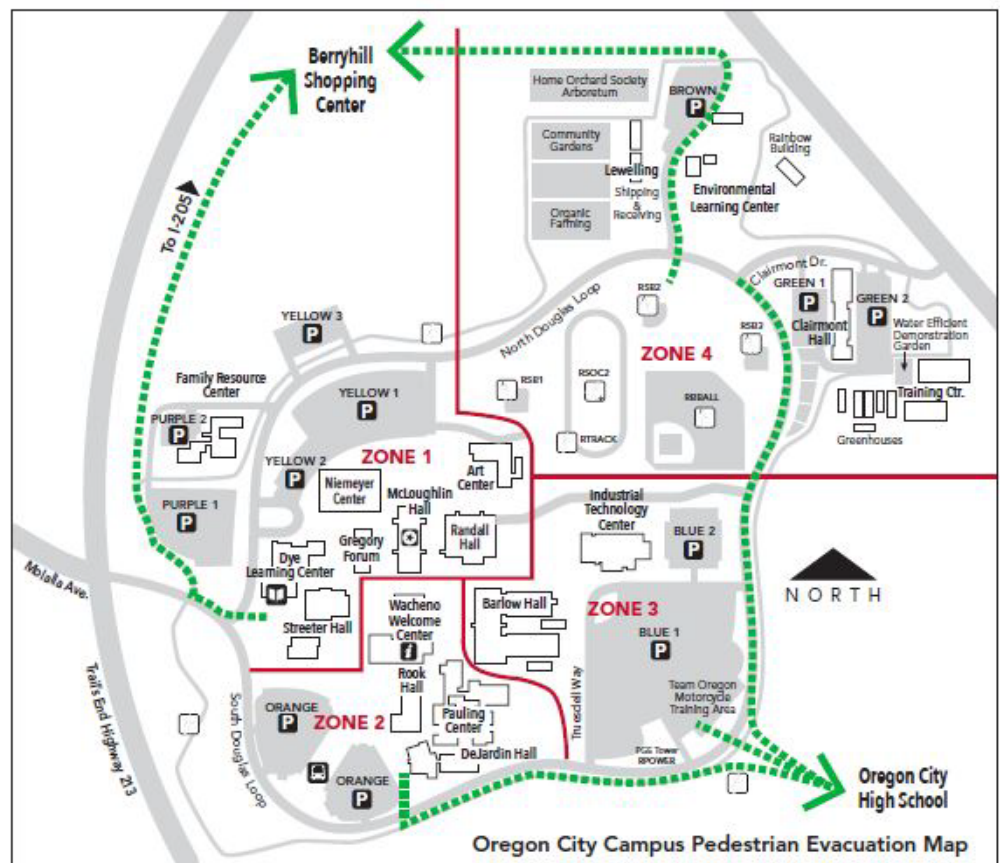
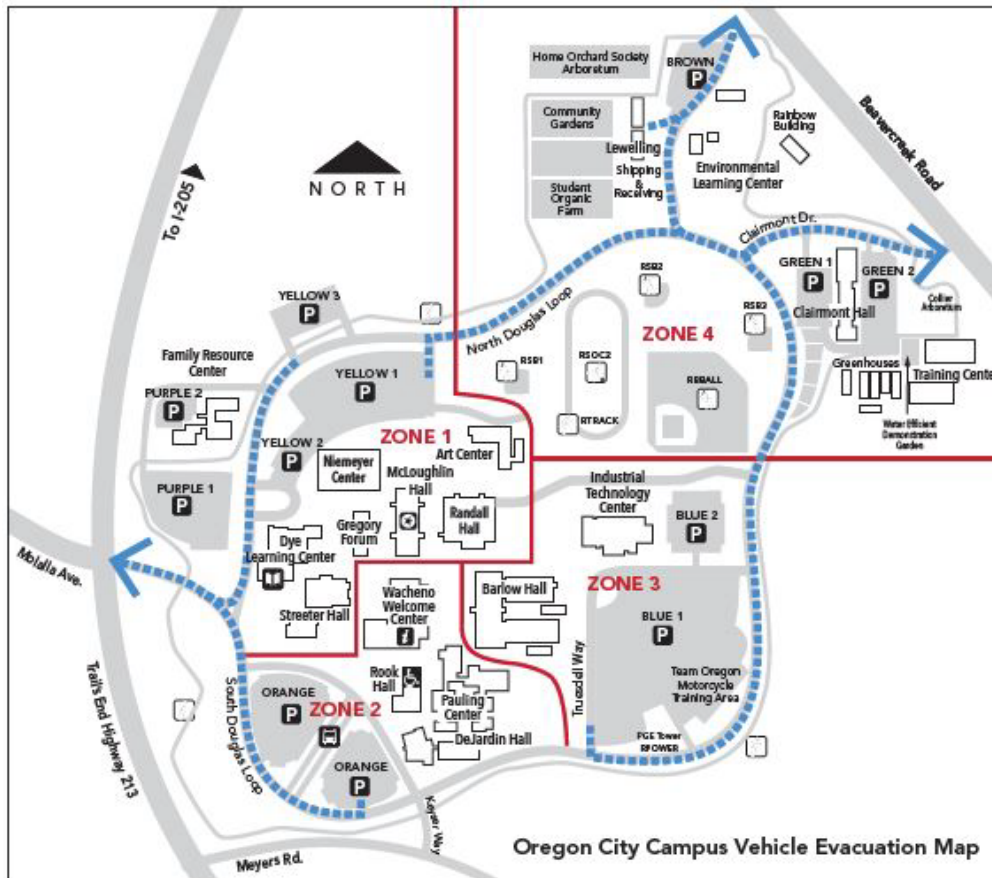
Oregon City Campus Routes of Travel

Conditions on the ground will dictate the actual route of evacuation, emergency gathering area and mode of travel (walking vs. vehicle evacuation) for each zone. In most incidents, each zone will evacuate using the following routes and emergency gathering areas:

- Zone 1:
 - Vehicle Evacuation – Vehicles parked in Parking lots Yellow 3, Purple 1 & Purple 2 will exit via North Douglas Loop to Molalla Avenue/Trail's End Highway 213. Vehicles parked in Parking lots Yellow 1 & Yellow 2 will exit via North Douglas Loop to Inskeep Drive or Clairmont Drive to Beaver Creek Road.
 - Walking Evacuation – Pedestrians will utilize the walking path located adjacent to the Family Resource Center or Molalla Avenue entrance. Pedestrians will then walk to the Berryhill Shopping Center for further directions.
- Zone 2:
 - Vehicle Evacuation – Vehicles will exit via South Douglas Loop to Molalla Avenue/Trail's End Highway 213.
 - Walking Evacuation – Pedestrians will utilize the walking path directly across South Douglas Loop from the Orange parking lot. Pedestrians will then walk to

the Oregon City High School walkway located directly across from the Blue parking lot and proceed to the high school for further directions.

- Zone 3:
 - Vehicle Evacuation – Vehicles will exit via South Douglas Loop to Clairmont Drive and Beaver creek Road.
 - Walking Evacuation – Pedestrians will utilize the walking path directly across South Douglas Loop from the Blue parking lot. Pedestrians will then walk to Oregon City High School for further directions.
- Zone 4:
 - Vehicle Evacuation – Vehicles will exit via South Douglas Loop to Clairmont Drive or North Douglas Loop to Inskeep Drive and to Beaver creek Road.
 - Walking Evacuation – Pedestrians will utilize Clairmont Drive to Beaver creek Road and walk to Oregon City High School or Inskeep Drive to Beaver creek Road and walk to the Berryhill Shopping Center for further directions.



Family Resource Center (FRC)

Due to the number of pre-school age children housed in the FRC, sheltering-in-place is the preferred response to an on-campus emergency. When safe to do so, parent-child reunification activities will take place at the FRC. If an event dictates the evacuation of the FRC, the children and adult leaders will be transported or walked to a designated off-campus location for reunification.

Primary: North Clackamas Christian School
19575 Sebastian Way
Oregon City, Oregon 97045

Secondary: Oregon City Golf Club
20124 South Beaver Creek Road
Oregon City, Oregon 97045

Harmony Campus Evacuation

Harmony Campus Routes of Travel

Conditions on the ground will dictate the actual route of evacuation. In most incidents, the campus will evacuate using the following route and emergency gathering area:

Vehicle Evacuation – Vehicles will exit onto SE Harmony Road and proceed eastbound to SE 82nd Avenue.

Walking Evacuation – Pedestrians will proceed westbound on SE Harmony Road to northbound SE Fuller Road. Primary off-campus emergency evacuation site is La Salle Catholic College Preparatory campus.

Wilsonville Campus Evacuation

Wilsonville Campus Routes of Travel

Conditions on the ground will dictate the actual route of evacuation. In most incidents, the campus will evacuate using the following route and emergency gathering area:

Vehicle Evacuation – Vehicles will exit onto Town Center Loop East and proceed southbound to SW Wilsonville Road.

Walking Evacuation – Pedestrians will proceed southbound on Town Center Loop East to the Wilsonville Community Center.

Mode of Travel

In a slow moving event such as a storm or distant fire, where advance notice is provided, vehicle evacuation is recommended. Traffic management strategies will need to be implemented to ensure timely evacuation.

In the case of a fast moving event, or an event with little or no warning, evacuation should be conducted on foot. This will avoid traffic congestion.

Upon recognition that an emergency event is probable, the College will utilize the Incident Command Structure (ICS). Emergency Operations Center staff will be briefed of the situation and potential threat.

Area-to-area evacuations will be initially managed on-scene by College Safety until relieved by the fire or police department.

Complete (mass) evacuation of the campus will be managed on-scene by College Safety until relieved by the fire or police department.

Once the Emergency Operations Center (EOC) has been activated all public information will be coordinated through the EOC or Incident Commander (IC) and will be broadcast over the mass notification system and social media. Other forms of evacuation warnings may include: door-to-door notification.

A designated staff member will be dispatched to off-campus assembly areas to keep evacuees informed of the situation and answer questions.

If available, buses or other means of transportation may be used to provide transportation to designated assembly areas or shelters.

During an area-to-area evacuation, evacuated students, faculty, staff, and guests will go to appropriate areas designated as shelters in a less affected area, if it is deemed safer than sheltering-in-place.

When the hazard is mitigated and it is safe to return, the Incident Commander will coordinate the return with the Executive Team.

Shelter-in-Place Procedures

The term, shelter-in-place, means to seek immediate shelter and remain there during an emergency rather than evacuate the area. It is not always preferred to evacuate. Shelter-in-place should be used when evacuation is not needed or if it is not safe to evacuate an area.

Certain events may necessitate the initiation of the College's shelter-in-place protocol. The decision to shelter-in-place will be made by the Incident Commander, College Safety or Executive Team.

Once the decision has been made, College Safety or the PIO will instruct the campus community to shelter-in-place. This notification will be made using all means of communication available.

Shelter-in-Place (hazardous incident)

In the event of a critical incident where hazardous (including chemical, biological or radiological) materials may have been released into the atmosphere either accidentally or intentionally, a decision to shelter-in-place may be the preferred method of safely waiting out the release.

The following recommendations should be considered:

- Move to rooms with windows that are closed or cannot be opened.
- Rooms that have little or no ventilation are preferred.
- Close any open windows and doors if you cannot move.
- Only come out when you are told that it is safe by College Safety or other emergency responders.

Shelter-in-Place (violent person)

Upon receiving notification to shelter-in-place

- Stay in your rooms/offices/classrooms.
- Notify those around you and encourage others to remain in your room/office rather than trying to leave the building.
- Lock the doors, cover the door window, pull down the blinds, turn off the lights and stay calm.
- Stay away from the windows.
- Report any suspicious activity, sounds or smells by calling 911.
- Only come out when you recognize the authority directing you to do so.

Shelter-in-Place (weather)

A severe weather event such as a tornado or wind event may necessitate a shelter-in-place order until the threat of bad weather has passed. Students, faculty, staff and visitors should relocate from their classroom or normal work area to a space that has no windows or to a lower floor.

It is recommended to:

- Move to an interior room with no windows, or a hallway on the lowest floor possible.
- Move to an interior stairwell if all rooms have windows.

- Stay in the center of the room away from doors and windows.
- Stay in place until the danger has passed.

Annual Fire Safety Report

CCC does not maintain on-campus student housing facilities and does not prepare an Annual Fire Safety Report. College Safety does schedule and conduct fire evacuation drills on a quarterly basis. Fire safety and evacuation information can be found in the Emergency Safety Guides.

Annual Disclosure of Crime Statistics

The information below provides context for the crime statistics reported as part of the College's compliance with the Clery Act.

The statistics in this report are published in accordance with the standards and guidelines used by the FBI Uniform Crime Reporting Handbook and relevant federal law. College Safety submits the annual crime statistics published in this report to the Department of Education (ED). The statistical information gathered by the Department of Education is available to the public through the ED website. In addition, a daily crime log is available by contacting any member of the College Safety staff.

The procedures for preparing the annual disclosure of crime statistics includes obtaining statistics from the following sources: College Safety, Campus Security Authorities (CSA), local law enforcement agencies having jurisdiction over College campuses and non-campus facilities and non-police officials. Not all law enforcement agencies provide crime statistics as requested or provide statistics in a suitable format. For statistical purposes, crime statistics reported to any of these sources are recorded in the calendar year the crime was reported.

A written request for statistical information is made on an annual basis to all Campus Security Authorities (CSA). A designated CSA includes College officials that have significant responsibility for student and campus activities. This includes, but is not limited to, deans, coaches, advisors to student organizations, etc. Designated CSAs receive training each year to ensure compliance with reporting requirements under the Clery Act.

College Safety sends a request each year to the Counseling Department, which encourages counselors to inform the persons they are counseling of the procedures to report crimes on a voluntary, confidential basis for inclusion in the annual disclosure of crime statistics.

Definitions

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

Arson: Any willful or malicious burning or attempt to burn, with or without intent to defraud a dwelling house, public building, motor vehicle or aircraft, personal property of another, etc.

Awareness Programs: Community-wide or audience-specific programming, initiatives and strategies that increase audience knowledge and share information and resources to prevent violence, promote safety and reduce perpetration.

Burglary: The unlawful entry of a structure to commit a felony or a theft. For reporting purposes this definition includes the following: unlawful entry with intent to commit a larceny or felony, breaking and entering with intent to commit a larceny, housebreaking, safecracking and all attempts to commit any of the aforementioned.

Bystander Intervention: safe and positive options that may be carried out by an individual or individuals to prevent harm or intervene when there is a risk of dating violence, domestic violence, sexual assault or stalking. Bystander intervention includes recognizing situations of potential harm, understanding institutional structures and cultural conditions that facilitate violence, overcoming barriers to intervening, identifying safe and effective intervention options and taking action to intervene.

Dating Violence: Violence committed by a person who is or has been in a social relationship of a romantic or intimate nature with the victim. Dating violence includes, but is not limited to, sexual or physical abuse or the threat of such abuse.

Disciplinary Referrals: Includes those individuals referred to Student Conduct for liquor law, drug law and illegal weapons violations. The numbers include incidents reported via Department of Campus Safety incident reports and reports provided directly to Student Conduct from other members of the College community.

Domestic Violence: Includes felony or misdemeanor crimes of violence committed by a current or former spouse or intimate partner of the victim, by a person with whom the victim shares a child in common, by a person who is cohabitating with or has cohabitated with the victim as a spouse, by a person similarly situated to a spouse of the victim under the domestic or family violence laws of the jurisdiction or by any other person against an adult or youth victim who is protected from that person's acts under the domestic or family violence laws of the jurisdiction in which the crime of violence occurred.

Drug Abuse Violations: Violation of laws prohibiting the production, distribution, and/or use of certain controlled substances and the equipment or devices utilized in their preparation and/or use; the unlawful cultivation, manufacture, distribution, sale, purchase, use, possession, transportation, or importation of any controlled drug or narcotic substance; and arrests for violations of state and local laws, specifically those related to the unlawful possession, sale, use, growing, manufacturing, and making of narcotic drugs.

Fondling: Is defined as the touching of the private parts of another person for the purpose of sexual gratification, without the consent of the victim, including instances where the victim is incapable of giving consent because of his/her age or because of his/her temporary or permanent mental incapacity.

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

Hate Crime: Is a criminal offense that manifests evidence that the victim was intentionally selected because of the perpetrator's bias against the victim.

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

Intimidation: To unlawfully place another person in reasonable fear of bodily harm through the use of threatening words and/or other conduct, but without displaying a weapon or subjecting the victim to actual physical attack.

Larceny – Theft: Is the unlawful taking, carrying, leading or riding away of property from the possession or constructive possession of another.

Liquor Law Violations: The violation of state or local laws or ordinances prohibiting the manufacture, sale, purchase, transportation, possession, or use of alcoholic beverages, not including driving under the influence and drunkenness.

Manslaughter by Negligence: The killing of another person through gross negligence.

Motor Vehicle Theft: The theft or attempted theft of a motor vehicle (Classify as motor vehicle theft all cases where automobiles are taken by persons not having lawful access even though the vehicles are later abandoned- including joy riding).

Murder & Non-negligent Manslaughter: The willful (non-negligent) killing of one human being by another.

Ongoing Prevention and Awareness Campaigns: Programming, initiatives and strategies that are sustained over time and focus on increasing understanding of topics relevant to and

skills for addressing dating violence, domestic violence, sexual assault and stalking using a range of strategies with audiences throughout the institution.

Primary Prevention: Programming, initiatives and strategies informed by research or assessed for value, effectiveness or outcome that are intended to stop dating violence, domestic violence, sexual assault and stalking before they occur through the promotion of positive and healthy behaviors that foster healthy, mutually respectful relationships and sexuality, encourage safe bystander intervention and seek to change behavior and social norms in healthy and safe directions.

Rape: Penetration, no matter how slight, of the vagina or anus with any body part or object or oral penetration by a sex organ of another person without the consent of the victim. This offense includes the rape of both males and females.

Risk Reduction: options designed to decrease perpetration and bystander inaction and to increase empowerment for victims in order to promote safety and to help individuals and communities address conditions that facilitate violence.

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

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

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

Simple Assault: An unlawful physical attack by one person upon another where neither the offender displays a weapon, nor the victim suffers obvious severe or aggravated bodily injury involving apparent broken bones, loss of teeth, possible internal injury, severe laceration or loss of consciousness.

Stalking: Engaging in a course of conduct directed at a specific person that would cause a reasonable person to fear for the person's safety or the safety of others or suffer substantial emotional distress. Course of conduct means two or more acts, including, but not limited to, acts which the stalker directly, indirectly, or through third parties, by any action, method, device, or means follows, monitors, observes, surveils, threatens, or communicates to or about a person or interferes with a person's property.

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

Vandalism: To willfully or maliciously destroy, damage, deface or otherwise injure real or personal property without the consent of the owner or the person having custody or control of it.

Weapons Law Violations: Violations of laws or ordinances prohibiting the manufacture, sale, purchase, transportation, possession, concealment, or use of firearms, cutting instruments, explosives, incendiary devices, or other deadly weapons.

Hate Crimes

CCC strives to foster a safe and healthy learning environment that embodies diversity and inclusion of all members of the College community. The hate crime statistics are separated by categories of prejudice including race, religion, ethnicity, national origin, gender, sexual orientation, disability and gender identity. If a hate crime occurs where there is an incident involving intimidation, vandalism, larceny, simple assault or other bodily injury, the law requires that the statistic be reported as a hate crime even though there is no requirement to report the crime classification in any other area of compliance documentation. Note: A hate or bias related crime is not a separate, distinct crime, but is the commission of a criminal offense which was motivated by the offender's bias. For example, a subject assaults a victim, which is a crime. If the facts of the case indicate that the offender was motivated to commit the offense because of his/her bias against the victim's race, sexual orientation, gender, etc., the assault is then classified as a hate crime.

Definitions of Geography

On-Campus: Any building or property owned or controlled by an institution within the same reasonably contiguous geographic area and used by the institution in direct support of or in a manner related to the institution's educational purposes. This includes building or property that is owned by the institution but controlled by another person, is frequently used by students, and supports institutional purposes.

Non-Campus Building or Property: Any building or property owned or controlled by a student organization that is officially recognized by the institution; or any building or property owned or controlled by an institution that is used in direct support of or in relation to the institution's educational purposes, is frequently used by students and is not within the same reasonably contiguous geographic area of the institution.

Public Property: All public property, including thoroughfares, streets, sidewalks and parking facilities, that is within the campus or immediately adjacent to and accessible from the campus. CCC crime statistics do not include crimes that occur in privately owned homes or businesses within or adjacent to the campus boundaries.

Separate Campus: Any building or property owned or controlled by an institution that is not reasonably geographically contiguous with the main campus and has an organized program of study with at least one person on site acting in an administrative capacity.

Reporting Locations

Oregon City Campus

19600 Molalla Avenue
Oregon City, Oregon 97045

Harmony Campus

7738 SE Harmony Road
Milwaukie, Oregon 97222

Wilsonville Campus

29353 Southwest Town Center Loop East
Wilsonville, Oregon 97070

Annual Disclosure of Crime Statistics

Oregon City Campus

Offense	Location	2022	2023	2024
Murder/Non-Negligent Manslaughter	On Campus	0	0	0
	Non-Campus	0	0	0
	Public Property	0	0	0
Negligent Manslaughter	On Campus	0	0	0
	Non-Campus	0	0	0
	Public Property	0	0	0
Rape	On Campus	0	0	1
	Non-Campus	0	0	0
	Public Property	0	0	0
Fondling	On Campus	1	0	0
	Non-Campus	0	0	1
	Public Property	0	0	0
Incest	On Campus	0	0	0
	Non-Campus	0	0	0
	Public Property	0	0	0
Statutory Rape	On Campus	0	0	0
	Non-Campus	0	0	0
	Public Property	0	0	0
Robbery	On Campus	0	0	0
	Non-Campus	0	0	0
	Public Property	0	0	0
Aggravated Assault	On Campus	2	0	0
	Non-Campus	0	0	0
	Public Property	0	0	0
Burglary	On Campus	5	1	0
	Non-Campus	0	0	0
	Public Property	0	0	0
Motor Vehicle Theft	On Campus	1	0	0
	Non-Campus	0	0	0
	Public Property	0	0	0
Arson	On Campus	4	0	0
	Non-Campus	0	0	0
	Public Property	0	0	0

VAWA Offenses

Offense	Location	2022	2023	2024
Domestic Violence	On Campus	1	0	0
	Non- Campus	0	0	0
	Public Property	0	0	0
Dating Violence	On Campus	0	0	0
	Non- Campus	0	0	0
	Public Property	0	0	0

Stalking	On Campus	0	0	1
	Non-Campus	0	0	0
	Public Property	0	0	0

Arrests

Offense	Location	2022	2023	2024
Weapons: Carrying, Possessing, Etc.	On Campus	0	0	0
	Non-Campus	0	0	0
	Public Property	0	0	0
Drug Abuse Violations	On Campus	1	0	0
	Non-Campus	0	0	0
	Public Property	0	0	0
Liquor Law Violations	On Campus	0	0	0
	Non-Campus	0	0	0
	Public Property	0	0	0

Disciplinary Referrals

Offense	Location	2022	2023	2024
Weapons: Carrying, Possessing, Etc.	On Campus	0	0	0
	Non-Campus	0	0	0
	Public Property	0	0	0
Drug Abuse Violations	On Campus	0	0	0
	Non-Campus	0	0	0
	Public Property	0	0	0
Liquor Law Violations	On Campus	0	0	0
	Non-Campus	0	0	0
	Public Property	0	0	0

Hate Crimes

2024: None
2023: None
2022: None

Unfounded Crimes

2024: 1
2023: None
2022: None

Annual Disclosure of Crime Statistics

Harmony Campus

Offense	Location	2022	2023	2024
Murder/Non-Negligent Manslaughter	On Campus	0	0	0
	Non-Campus	0	0	0
	Public Property	0	0	0
Negligent Manslaughter	On Campus	0	0	0
	Non-Campus	0	0	0
	Public Property	0	0	0
Rape	On Campus	0	0	0
	Non-Campus	0	0	0
	Public Property	0	0	0
Fondling	On Campus	0	0	0
	Non-Campus	0	0	0
	Public Property	0	0	0
Incest	On Campus	0	0	0
	Non-Campus	0	0	0
	Public Property	0	0	0
Statutory Rape	On Campus	0	0	0
	Non-Campus	0	0	0
	Public Property	0	0	0
Robbery	On Campus	0	0	0
	Non-Campus	0	0	0
	Public Property	0	0	0
Aggravated Assault	On Campus	0	0	0
	Non-Campus	0	0	0
	Public Property	0	0	0
Burglary	On Campus	1	0	0
	Non-Campus	0	0	0
	Public Property	0	0	0
Motor Vehicle Theft	On Campus	0	1	0
	Non-Campus	0	0	0
	Public Property	0	0	0
Arson	On Campus	0	0	0
	Non-Campus	0	0	0
	Public Property	0	0	0

VAWA Offenses

Offense	Location	2022	2023	2024
Domestic Violence	On Campus	0	0	0
	Non- Campus	0	0	0
	Public Property	0	0	0
Dating Violence	On Campus	0	0	0

	Non- Campus	0	0	0
	Public Property	0	0	0
Stalking	On Campus	0	0	0
	Non-Campus	0	0	0
	Public Property	0	0	0

Arrests

Offense	Location	2022	2023	2024
Weapons: Carrying, Possessing, Etc.	On Campus	0	0	0
	Non-Campus	0	0	0
	Public Property	0	0	0
Drug Abuse Violations	On Campus	0	0	0
	Non-Campus	0	0	0
	Public Property	0	0	0
Liquor Law Violations	On Campus	0	0	0
	Non-Campus	0	0	0
	Public Property	0	0	0

Disciplinary Referrals

Offense	Location	2022	2023	2024
Weapons: Carrying, Possessing, Etc.	On Campus	0	0	0
	Non-Campus	0	0	0
	Public Property	0	0	0
Drug Abuse Violations	On Campus	0	0	0
	Non-Campus	0	0	0
	Public Property	0	0	0
Liquor Law Violations	On Campus	0	0	0
	Non-Campus	0	0	0
	Public Property	0	0	0

Hate Crimes

2024: None
2023: None
2022: None

Unfounded Crimes

2024: None
2023: None
2022: None

Annual Disclosure of Crime Statistics

Wilsonville Campus

Offense	Location	2022	2023	2024
Murder/Non-Negligent Manslaughter	On Campus	0	0	0
	Non-Campus	0	0	0
	Public Property	0	0	0
Negligent Manslaughter	On Campus	0	0	0
	Non-Campus	0	0	0
	Public Property	0	0	0
Rape	On Campus	0	0	0
	Non-Campus	0	0	0
	Public Property	0	0	0
Fondling	On Campus	0	0	0
	Non-Campus	0	0	0
	Public Property	0	0	0
Incest	On Campus	0	0	0
	Non-Campus	0	0	0
	Public Property	0	0	0
Statutory Rape	On Campus	0	0	0
	Non-Campus	0	0	0
	Public Property	0	0	0
Robbery	On Campus	0	0	0
	Non-Campus	0	0	0
	Public Property	0	0	0
Aggravated Assault	On Campus	0	0	0
	Non-Campus	0	0	0
	Public Property	0	0	0
Burglary	On Campus	0	0	0
	Non-Campus	0	0	0
	Public Property	0	0	0
Motor Vehicle Theft	On Campus	0	0	0
	Non-Campus	0	0	0
	Public Property	0	0	0
Arson	On Campus	0	0	0
	Non-Campus	0	0	0
	Public Property	0	0	0

VAWA Offenses

Offense	Location	2022	2023	2024
Domestic Violence	On Campus	0	0	0
	Non- Campus	0	0	0
	Public Property	0	0	0
Dating Violence	On Campus	0	0	0

	Non- Campus	0	0	0
	Public Property	0	0	0
Stalking	On Campus	0	0	0
	Non-Campus	0	0	0
	Public Property	0	0	0

Arrests

Offense	Location	2022	2023	2024
Weapons: Carrying, Possessing, Etc.	On Campus	0	0	0
	Non-Campus	0	0	0
	Public Property	0	0	0
Drug Abuse Violations	On Campus	0	0	0
	Non-Campus	0	0	0
	Public Property	0	0	0
Liquor Law Violations	On Campus	0	0	0
	Non-Campus	0	0	0
	Public Property	0	0	0

Disciplinary Referrals

Offense	Location	2022	2023	2024
Weapons: Carrying, Possessing, Etc.	On Campus	0	0	0
	Non-Campus	0	0	0
	Public Property	0	0	0
Drug Abuse Violations	On Campus	0	0	0
	Non-Campus	0	0	0
	Public Property	0	0	0
Liquor Law Violations	On Campus	0	0	0
	Non-Campus	0	0	0
	Public Property	0	0	0

Hate Crimes

2024: None
2023: None
2022: None

Unfounded Crimes

2024: None
2023: None
2022: None