



ANNUAL SAFETY & SECURITY REPORT 2023

Table of Contents

Introduction	3
Our Facilities and Locations	3
Staff Teams	4
Interaction with Law Enforcement	4
Crime Statistics	5
Reporting Crimes or Other Emergencies	6
Timely Warnings	7
Dissemination of Information to Individuals Outside the College Community	7
Emergency Notification System	7
Anonymous Reporting of Crimes	7
Accurate and Prompt Reporting.....	8
Voluntary Confidential Reporting Procedures.....	8
Security and Access.....	8
Campus Law Enforcement	9
Programs and Education.....	9
Monitoring and Recording.....	10
Non-Campus/Center Locations of Student Organizations.....	10
Drugs and Alcohol	10
Sexual Assault, Domestic Violence, Dating Violence, & Stalking.....	11
Reporting Procedures.....	11
Written Notifications	13
Procedures for Disciplinary Action.....	14
Rights of Parties during the College’s Investigation and Resolution Process	17
Sex Offender Registration	18
Emergency Response & Evacuation.....	18
Missing Student Notification	18

Introduction

In compliance with the Federal Campus Crime Awareness and Campus Security Act of 1999 (Clery Act), Blue Mountain Community College (BMCC/the College) is pleased to present this report on crime awareness and campus public safety. The report is available by October 1 for the prior calendar year and a copy may be obtained from our website (<http://www.bluecc.edu/support-services/safety>) and other locations on the Pendleton campus and each of our centers. This report, along with our College website, provides statistical information that includes reported crimes for the previous three years, as well as information on the role of the Facilities Department, Safety Committee, Incident Command Team, and Behavioral Intervention Team in ensuring the main campus and all centers of the College District are safe, secure, and foster an environment conducive to the pursuit of higher education. The Annual Security Report is prepared yearly by the Safety Officer, in cooperation with other individuals and departments that can contribute pertinent information. Staff preparing this report follow the guidelines established in the Department of Education's Handbook for Campus Safety and Security Reporting, as published each year. Data is provided through the College incident reporting system (MAXIENT), and local fire and law enforcement agencies. An audit process will be conducted each year to ensure data is reported accurately and in compliance with federal law.

Our Facilities and Locations

BMCC is comprised of one campus in Pendleton and four centers located in Baker City, Milton-Freewater, Boardman, and Hermiston. A second building, Precision Irrigated Agriculture Facility (PIAF) is also located in Hermiston. In addition to the College, the campus community includes Eastern Oregon University in Pendleton and Hermiston, and Oregon State University Extension in Pendleton, which rent space in buildings on our campus and center. Every effort has been made to include these partners in our emergency and safety planning. Fire and safety drills are coordinated with all internal departments as well as with any tenant agencies.

The College has no on-campus housing or College-owned, operated, or maintained off-campus housing. Classes are conducted primarily on our Pendleton campus and Centers. Occasionally, classes are conducted off-site at pre-determined locations throughout the District. The College District is defined as Umatilla, Morrow, and Baker counties. To serve our wider community, classes are very occasionally conducted outside of the College's official District. These areas may include Grant, Wallowa and Union counties in Oregon. The College operates Centers Out of District (CODs) in Grant and Union counties. Emergency services to any off-site location will be provided by the closest local authorities.

The Pendleton campus of Blue Mountain Community College is located at 2411 NW Carden Ave., Pendleton, Oregon, on a scenic 140-acre hilltop site that includes a 100-acre farm. The campus overlooks Pendleton, a city of 17,207 residents, located 210 miles east of Portland and nearly equal distance from Spokane, Washington, and Boise, Idaho. This campus includes eight buildings that are maintained by the College for instructional and staff purposes, sheds and storage areas. There are also 12 paved parking lots and 2 paved parking areas. The Pendleton campus also includes 1 baseball and 1 softball field on-site. The College baseball field is located south of the main Campus on property owned by the City of Pendleton.

Located 30 miles west of the Pendleton campus, the Hermiston Center (980 SE Columbia Drive) serves the western region of the College District and has two buildings and two paved parking lots. The Precision Irrigated Agriculture Facility, located in Hermiston (2121 S. 1st Street), and has one building and one paved parking lot. The Milton-Freewater Center is located 5 miles south of the Oregon-Washington state line on State Highway 11 (311 N. Columbia). This center occupies one building and one paved parking lot. The Baker County Center, at 3275 Baker Street in Baker City, is located 96 miles east of Pendleton and also has one building and one parking lot. The Workforce Training Center in Boardman (251 Olson Road) is located 45 miles west of Pendleton and also has one building and one parking lot.

Staff Teams

Although each staff and faculty member receives training and guidance on emergency procedures, the departments, committees, and teams that most directly engage with the safety and security aspects of the College are the Safety Officer, the Safety Committee, the Behavioral Intervention Team, and the Emergency Response and Crisis Management Team.

- The Chief Operating Officer also serves as the Safety Officer at this time and reports directly to the President.
- The Safety Committee is made up of volunteer individuals who each represent different College departments and locations. The Committee reviews incident reports regarding injuries, accidents, and theft, conducts safety reviews, and discusses safety concerns at monthly meetings.
- The Behavioral Intervention Team (BIT) is an internal, multidisciplinary team dedicated to the prevention of targeted acts of violence. Through the cooperative sharing of information, resources and the knowledge gained through training of threat assessment/management, the team endeavors to identify, assess, and advise and/or manage situations where there is a perceived risk of disruption or violence. Depending on threat management strategies, the team may consult with or refer to appropriate community resources or agencies. Due to COVID-19, this team was temporarily suspended any issues that arose were handled by the Executive Team. The BIT Team was reinstated in 2023.
- The Emergency Response and Crisis Management (ERCM) team is a group including most of the administrators and directors of the College, along with certain key individuals. In the event of a man-made or natural disaster, or other emergency event, the ERCM team is trained to respond to help coordinate the lockdown, lockout, evacuation, and sheltering of staff, faculty, students, tenant agency personnel, and the public on our campus and centers until local authorities can respond. After authorities respond, the ERCM team is trained to coordinate with those authorities to ensure safety and security of all personnel. The ERCM was primarily focused on BMCC's COVID-19 response during 2021 and 2022 and will be fully operational by the end of 2023.

Interaction with Law Enforcement

Law enforcement services at each of our locations is provided by the city or county in which the building resides. All departments are full-service municipal law enforcement agencies that provide routine patrol in and around the College locations, and have a typical response time to the main campus and centers of 3-5 minutes. The department also cooperates with county, state and federal law enforcement agencies in the investigation of crimes and response to incidents that fall within their jurisdiction. All incidents requiring law enforcement response or investigation are referred to the appropriate agency by the Safety Officer, or any staff or faculty member who witnesses an incident.

All departments participate in a variety of College community activities to promote the prevention of crime as well as safety and security principles. Annual trainings are held. This training is administered through SafeColleges. BMCC will adopt the I Love U Guys Response Protocol in the fall term.

Crime Statistics

Data for the last 3 academic years is available on the BMCC website at <http://www.bluecc.edu/support-services/safety/annual-security-reports>. This data is gathered from local law/fire enforcement and MAXIENT. The report for each campus and center is separate and includes adjacent public property.

Data for the 2020, 2021, and 2022 calendar years is included in the tables below.

Pendleton Campus			
Criminal Offenses	2022	2021	2020
Murder (any degree)	0	0	0
Manslaughter (any type)	0	0	0
Sex Offenses (forcible)	0	0	0
Sex Offenses (non-forcible)	0	0	0
Robbery	0	0	0
Assault (aggravated)	0	0	0
Burglary	1	0	0
Motor Vehicle Theft	0	0	0
Arson	0	0	0
VAWA Offenses			
Dating Violence	0	0	0
Domestic Violence	0	0	0
Stalking	0	0	0
Hate Crimes			
Hate Crimes	0	0	0
Arrests			
Weapons Arrests	0	0	0
Drug Abuse Arrests	0	0	0
Liquor Law Arrests	0	0	0
Disciplinary Referrals			
Weapons Referrals	0	0	0
Drug Abuse Referrals	0	0	0
Liquor Law Referrals	0	0	0

Hermiston Center			
Criminal Offenses	2022	2021	2020
Murder (any degree)	0	0	0
Manslaughter (any type)	0	0	0
Sex Offenses (forcible)	0	0	0
Sex Offenses (non-forcible)	0	0	0
Robbery	0	0	0
Assault (aggravated)	0	0	0
Burglary	0	0	0
Motor Vehicle Theft	0	0	0
Arson	0	0	0
VAWA Offenses			
Dating Violence	0	0	0
Domestic Violence	0	0	0
Stalking	0	0	0
Hate Crimes			
Hate Crimes	0	0	0
Arrests			
Weapons Arrests	0	0	0
Drug Abuse Arrests	0	0	0
Liquor Law Arrests	0	0	0
Disciplinary Referrals			
Weapons Arrests	0	0	0
Drug Abuse Arrests	0	0	0
Liquor Law Arrests	0	0	0

Milton-Freewater Center			
Criminal Offenses	2022	2021	2020
Murder (any degree)	0	0	0
Manslaughter (any type)	0	0	0
Sex Offenses (forcible)	0	0	0
Sex Offenses (non-forcible)	0	0	0
Robbery	0	0	0
Assault (aggravated)	0	0	0
Burglary	0	0	0
Motor Vehicle Theft	0	0	0
Arson	0	0	0
VAWA Offenses			
Dating Violence	0	0	0
Domestic Violence	0	0	0
Stalking	0	0	0
Hate Crimes			
Hate Crimes	0	0	0
Arrests			
Weapons Arrests	0	0	0
Drug Abuse Arrests	0	0	0
Liquor Law Arrests	0	0	0
Disciplinary Referrals			
Weapons Referrals	0	0	0
Drug Abuse Referrals	0	0	0
Liquor Law Referrals	0	0	0

Baker City Center			
Criminal Offenses	2022	2021	2020
Murder (any degree)	0	0	0
Manslaughter (any type)	0	0	0
Sex Offenses (forcible)	0	0	0
Sex Offenses (non-forcible)	0	0	0
Robbery	0	0	0
Assault (aggravated)	0	0	0
Burglary	0	0	0
Motor Vehicle Theft	0	0	0
Arson	0	0	0
VAWA Offenses			
Dating Violence	0	0	0
Domestic Violence	0	0	0
Stalking	0	0	0
Hate Crimes			
Hate Crimes	0	0	0
Arrests			
Weapons Arrests	0	0	0
Drug Abuse Arrests	0	0	0
Liquor Law Arrests	0	0	0
Disciplinary Referrals			
Weapons Arrests	0	0	0
Drug Abuse Arrests	0	0	0
Liquor Law Arrests	0	0	0

Reporting Crimes or Other Emergencies

Students, staff and visitors are encouraged to report all crimes and occurrences to police and staff, if applicable, in an accurate and prompt manner. If a student, staff member, or visitor reports a crime or occurrence of a serious nature, law enforcement or emergency services will be contacted by the staff member to whom the event was reported. The Behavioral Intervention Team, Emergency Response and Crisis Management team, and Safety Committee may also be notified and asked to assess, comment upon, or draft policy changes in response to the event.

All students, staff, and visitors may report incidents of crime using BMCC's online incident report form (MAXIENT) on the College's website or by notifying any staff member. If necessary, law enforcement or emergency services will be notified. For after-hours concerns, students should notify law enforcement for emergency concerns. All non-emergency situations should be reported via BMCC's online incident report form (MAXIENT) on the College's website.

Certain crime statistics, as required by the Federal Campus Crime Awareness and Campus Security Act of 1999 (Clery Act), are reported to the United States Department of Education each October 1st and are made available to all students, staff, faculty and visitors through our website and printed materials such as this report. All crimes and accidents are to be reported by submitting an accident/incident report by the victim and any witnesses, including staff

members to whom the event was reported. Emergencies should first be reported by calling 9-1-1 to alert emergency responders.

The College is authorized for response and investigation of incidents by authority granted by the Board of Education. The Safety Officer and other safety-trained staff actively engage and collaborate with emergency service partners from the local communities of our locations in the response, investigation and mitigation of crimes and serious incidents throughout the College District. Additional incident-specific response protocols are addressed throughout this report and may also be found in, but not limited to, the following locations:

- BMCC Emergency Response and Crisis Plan
- BMCC's Safety webpage

Timely Warnings

The Jeanne Clery Disclosure of Campus Security Policy and Crime Statistics Act and its implementing regulations require colleges to disclose information about crime on and around their campuses. Reports of Clery crimes received by College authorities or local police agencies that occur within the College geography, and are considered to represent a serious or continuing threat to students and employees, constitute the issuance of a Timely Warning. The purpose of the Timely Warning is to enable people to protect themselves and their property. The warning will be issued as soon as pertinent information is available. Warnings may also be issued for crimes that occur outside the College geography that may pose a threat to the College community. The decision on whether a warning will be issued will be determined on a case-by-case basis. The College President and Chief Operating Officer or their designees will make the determination as to whether a warning will be issued, which segment(s) of the College community will receive the warning, the content of the warning, and the method of the warning.

Dissemination of Information to Individuals Outside the College Community

Pertinent information is shared outside the College community utilizing BMCC social media pages, contact with local media, and postings on the BMCC website. The Chief Operating Officer coordinates dissemination of pertinent information to local law enforcement and emergency response agencies through the Umatilla County Dispatch Center.

Emergency Notification System

BMCC activates its Emergency Notification System (ENS) through the RAVE Alert System to notify the College community upon confirmation of a significant emergency or dangerous situation that involves an immediate threat to the health or safety of students or employees. Examples of significant emergencies or dangerous situations include outbreak of serious illness, approaching extreme weather conditions, earthquake, gas leak, terrorist incident, armed intruder, bomb threat, civil unrest or rioting, explosion, nearby chemical spill, or fire.

Notification to the College community will be authorized by the Chief Operating Officer and the College President.

The ENS consists of text messages, email, voice messages, social media posts, and/or website post simultaneously sent to students and employees. Contact data is taken directly from contact information provided by employees and students in the Administrative Information System (AIS). A separate component of the ENS consists of a notification through a message that overrides all or select computer screens on the College network.

A test of the ENS text messaging system and desktop alert system is conducted annually.

Anonymous Reporting of Crimes

Crimes and incidents may be reported accurately and promptly without providing identifying information by contacting the Safety Officer via telephone 541-278-5850, email HR@bluecc.edu, or through MAXIENT located on the BMCC website.

Please keep in mind that some incidents reported cannot remain confidential due to Clery Act federal mandates. Victims of crimes are offered, and encouraged, to contact the local police department in addition to their report

to College authorities. College authorities will report to local law enforcement all mandatory reporting incidents (juvenile victims of abuse or assault) or incidents where determination has been made that notification of local law enforcement is necessary to maintain the safety, security, and conditions favorable to an educational setting. Additional information on anonymous or confidential reporting of sexual violence, misconduct or harassment may be found in the "Sexual Assault Prevention and Response", sections of this report. As provided under law, anonymous reports of incidents, when applicable, will be included in the statistical data reported in the Annual Security Report (this document).

Accurate and Prompt Reporting

BMCC encourages all students, staff, faculty, and community members using our campus or centers to report any and all crimes witnessed or experienced on our campus or centers. A breakdown of incident and accident reporting procedures follows:

- **Emergency Crime or Incident/Accident**-911 and or emergency response called, Safety Officer called as necessary and appropriate. Incident/Accident reporting through MAXIENT is required for any staff or faculty involved. If the emergency is the result of a crime that is Clery Act reportable, it will be reported and included in the crime statistics for the appropriate calendar year. Students will be notified in accordance with applicable policies.
- **Non-Emergency, Clery Act Reportable**-Appropriate health, safety, law, or fire personnel will be contacted, and the Safety Officer will be notified. Incident/Accident reporting through MAXIENT is required for any staff or faculty involved. It will be reported and included in the crime statistics for the appropriate calendar year. Students will be notified in accordance with applicable policies.
- **Non-Emergency, Non-Clery Act Reportable**-Appropriate health, safety, law, or fire personnel will be contacted, and the Safety Officer will be notified. Incident/Accident reporting through MAXIENT is required for any *staff* or faculty involved. It will not be reported or included in the crime statistics for the appropriate calendar year. Students may or may not be notified in accordance with applicable policies, dependent upon the nature of the crime, incident, or accident, and whether or not the President or designee(s) determine a need-to-know exists for students to maintain safety and security.
- Any crime, incident, or accident that causes an incident/accident report to be filed will be reviewed (names and personally identifiable information redacted) by the Safety Committee, and may be reviewed by BIT (names and personally identifiable information may or may not be redacted) as necessary.

Voluntary Confidential Reporting Procedures

Students are encouraged to view all BMCC employees as safe individuals to whom they can ask for help in addressing criminal or abusive situations in which they may be a victim. In accordance with Oregon mandatory reporting laws (ORS 4198.005), all college staff and faculty are mandatory reporters and will report crimes or incidents that meet the threshold of the mandatory reporting requirements, but all available efforts will be made to protect the student's confidentiality under the Federal Education Rights and Privacy Act of 1974 (FERPA, Buckley Amendment), and the student's wish to remain anonymous and/or protected from their abuser(s). Crimes or incidents that do not meet the threshold of mandatory reporting requirements will be held in confidence, if requested by the student, unless the staff or faculty member perceives an imminent harm to the student, self, or another person.

Security and Access

Campus buildings contain both public areas, open to public access during open hours, restricted areas, only open to staff and faculty during open or closed hours, and secure areas, only open to facilities staff, College Leadership or those personnel deemed to have a need to access that area. Law enforcement is supplied with master keys and card keys to aid in access during an emergency.

In the event of a lockdown or lockout event, active shooter situation, or other on-campus emergency that warrants such action, all faculty and staff are trained to secure their offices and classrooms by locking interior doors. Main doors are locked by facilities.

Campus Law Enforcement

None of BMCC's locations have on-campus law enforcement or safety patrol officers. The Safety Officer will be called in the event of an on-campus or center emergency. The Safety Officer takes referrals either on an immediate and emergency basis, to assist while police are on the way, or for general concerns that can be addressed in a non-emergent setting. Local law enforcement, fire, EMT/paramedic/rescue, or other agencies are called immediately in the event of any emergency on campus or at a center. Response time is typically 3-5 minutes. Drills with local law enforcement, fire and rescue have been conducted on a regular basis, as are campus safety and fire drills, in accordance with the College's safety plan and all applicable local, state, and federal ordinances.

Programs and Education

Every BMCC student must complete the online New Student Orientation. In this, students are informed about Title IV, VaWA, SaveAct, and encouraged to be familiar with their rights and responsibilities as described in the BMCC Student Handbook. They are also encouraged to read through the Emergency Response Manual for the campus or center at which they attend classes, and to view the tips on personal safety and security on the BMCC website. Staff and faculty are required to be familiar with the Emergency Response Manual for the campus or center at which they teach or work.

All new students participating in Welcome to the Pack in the fall are provided with a pamphlet that includes the following examples of safe and positive options for bystander intervention 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 (this information is also available on the website):

- Never put yourself in a dangerous situation. Do not try to mediate.
- Call 911 or the BMCC Health & Wellness Resource Center if you witness an assault on College property.
- Encourage friends to report abuse. Be supportive, don't judge
- Be aware, speak-up and get involved.
- Watch out for your friends.
- If you see someone in trouble, ask if they are OK.
- If you see a friend doing something wrong, speak out.
- Do not laugh at offensive or disrespectful jokes.

The pamphlet also provides the definitions for sexual assault, domestic violence, dating violence, stalking and consent.

The pamphlet also provides information on risk reduction:

- Avoid traveling alone at night
- Use the "buddy system"
- Report all suspicious persons, vehicles and activities to the BMCC Safety Officer or any BMCC employee
- If you are on an elevator with someone who makes you feel uneasy, get off.
- Trust your instincts. If you think something's not quite right, go where there are other people.
- Always watch your drink, do not accept beverages from someone you do not know or trust.
- Leave social events with friends, not with someone you just met.
- Look inside your car before you get in.
- Do not hitchhike or pick-up hitchhikers.

- Be aware of your surroundings. Don't walk and text.
- All staff are provided with an information pamphlet on how to make a referral and how to respond to someone who has been sexually assaulted. This includes the following:
 - Don't panic. Remain calm and concerned
 - Respect the language the student uses to identify what's happened.
 - Understand that individuals from different cultural backgrounds may express or experience their reactions to an assault in different ways.
 - Believe and support the student
 - Remind the student that they are not at fault
 - Allow the student to make his/her own decisions.

Monitoring and Recording

Human Resources provides various safety trainings as part of the on-boarding for new staff.

Non-Campus/Center Locations of Student Organizations

BMCC currently has no non-campus locations for student organizations. Blue Mountain Community College has no residence halls.

Drugs and Alcohol

Blue Mountain Community College is a drug- and alcohol-free campus. Tobacco and inhalant delivery systems are prohibited in all enclosed facilities owned by, leased by, and/or under the control of BMCC. Tobacco and inhalant systems are permitted in outdoor areas (unless posted otherwise), except in eating areas and during organized events. The BMCC Drug and Alcohol Abuse Prevention Program including the drug- and alcohol-free statement can be found on and alcohol abuse and prevention, including health risks, can be found on BMCC's website at <https://www.bluecc.edu/support-services/safety/drug-and-alcohol-abuse-prevention-program>.

The College's Administrative Procedures regarding Drugs and Alcohol can be found on BMCC's website at:

<https://www.bluecc.edu/home/showdocument?id=9010> (Admin Procedure 03-2006-003) and
<http://www.bluecc.edu/home/showdocument?id=1218> (Admin Procedure 03-2006-0011)

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 Blue Mountain Community College to certify it has implemented programs to prevent the abuse of alcohol and use or distribution of illicit drugs both by BMCC students and employees both on its premises and as a part of any of its activities. BMCC is committed to maintaining a drug-free institution to create a safe and healthy 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

Sexual Assault, Domestic Violence, Dating Violence, & Stalking

BMCC is committed to fostering an educational environment free from discrimination, including sexual misconduct (including sexual violence and sexual harassment), intimate partner violence (including domestic violence and dating violence), and stalking. The College recognizes its responsibility to increase awareness of sexual misconduct, intimate partner violence, and stalking, and prevent its occurrence, support victim/survivors promptly, and equitably investigate reports of misconduct, and deal fairly and firmly with those who are found in violation of the policy.

Under the College's policy, unlawful discrimination, unlawful harassment, and sexual misconduct will not be tolerated. Management and staff will be held accountable to take reasonable action to bring the matter to the attention of the appropriate authority, who will take action pursuant to BMCC policy in order to maintain work areas and educational environments free from conduct that causes, or reasonably could be considered to cause, intimidation, hostility, or discrimination. Any student or employee who believes they have been discriminated against, harassed, or the victim of sexual misconduct by college employees, campus visitors, or students are encouraged to file a complaint with a Title IX Coordinator in Human Resources.

It is the policy of the Blue Mountain Community College Board of Education and School District that there will be no discrimination or harassment on the grounds of race, color, sex, marital status, sexual orientation, religion, national origin, age or disability in any educational programs, activities or employment. Persons having questions about equal opportunity and nondiscrimination should contact the BMCC Title IX Coordinator, Room M-13 Morrow Hall, Blue Mountain Community College, 2411 NW Carden, Pendleton OR 97801, Phone 541-278-5947, hr@bluecc.edu. For hearing impaired assistance please call Oregon Relay at 7-1-1

Es la póliza de la Mesa Directiva de Blue Mountain Community College y del Distrito Escolar que no habrá discriminación o acoso por motivos de raza, color, sexo, estado civil, orientación sexual, religión, origen nacional, edad o discapacidad en ningún programa educativo, actividades o empleo. Las personas que tengan preguntas acerca de la igualdad de oportunidades y no discriminación, deben comunicarse con los Coordinadores del Título IX del BMCC – en el Cuarto M-13 en el edificio Morrow Hall, Blue Mountain Community College, 2411 NW Carden, Pendleton, OR 97801, teléfono 541-278-5947. Correo electrónico njaime@bluecc.edu. Para las personas que necesitan asistencia auditiva por favor llamen al Oregon Relay at 7-1-1."

Reporting Procedures

All new students and employees receive information with regard to Title IX, safe campuses, and reporting concerning behavior as part of their required New Student/Staff Orientation and is included each year in the BMCC Student Handbook. Additional information is listed at the following locations:

- <https://www.bluecc.edu/home/showdocument?id=13083>
- <https://www.bluecc.edu/Home/ShowDocument?id=11295>
- <http://www.bluecc.edu/support-services/safety>
- <https://www.bluecc.edu/support-services/information/public-safety/public-safety-policy-statements/sexual-harassment-policy>
- <http://www.bluecc.edu/support-services/support/student-health-wellness-resource-center>

Incidents may be reported to, but are not limited to the following:

- Local emergency services – 9-1-1
- Title IX Coordinator – 541-278-5947
- Safety Officer – 541-278-5850
- Behavioral Intervention Team – 541-278-5796
- Safety Committee (names and identifying information are redacted on reports before committee review) – 541-278-5850
- President's Office – 541-228-5951

Procedures to Follow if Sexual Assault, Domestic Violence, Dating Violence or Stalking has Occurred Steps a Victim/Survivor May Take Immediately:

- **Get to a safe place as soon as possible.** Your safety is most important.
- **Seek Medical Attention.** After an incident of sexual assault, dating violence, domestic violence, or stalking the victim/survivor should consider seeking medical attention as soon as possible, even if there are no obvious signs of physical injury. You may wish to consult with medical personnel quickly regarding: prevention of sexual transmitted infections, pregnancy; evidence collection, and toxicology testing if there are signs that drugs or alcohol may have facilitated the assault. Individuals of any gender can be victim/survivor of sexual assault, dating violence, domestic violence and stalking. We encourage victim/survivor to go to the emergency room. In Oregon, evidence may be collected even if you chose not to make a report to law enforcement.
- **Preserve Evidence.** Best practices are to preserve evidence include seeking medical attention shortly after the event.
 - Do not shower, drink, eat, douche, or change your cloths prior to the exam. Do not bathe, wash your hands, brush your teeth, drink, eat, or even use the restroom – all these things can destroy evidence that may be helpful in a criminal investigation; however, if you have done any of these things since the attack, evidence can still be collected.
 - Avoid changing your clothes. It is recommended that you bring an extra set of clothes with you to the hospital.
 - Do not clean or remove anything from the location where the attack occurred.
 - You may consider preserving other relevant information such as communications from the perpetrator in the case of stalking such as social media posts, emails, text or other materials.
 - As time passes, evidence may dissipate or become lost or unavailable, thereby making investigation, possible prosecution, disciplinary proceedings, or obtaining protection from abuse orders related to the incident more difficult. If a victim/survivor chooses not to make a complaint regarding an incident, he or she nevertheless should consider speaking with law enforcement to preserve evidence in the event that the victim/survivor decides to report the incident or law enforcement or the College at a later date to assist in proving that the alleged criminal offense occurred or that may be helpful in obtaining a protection order. If you wish to press charges or seek a protective order, it is important to preserve and record evidence, including recording a description of the perpetrator (including type of clothing, race, age, height, weight, hair color, eye color, distinguishing marks, etc.), details of events, where events occurred, and the direction of travel of any vehicle involved. Best practices are to preserve evidence with respect to sexual offenses include seeking medical attention shortly after the event.

Local Hospital Emergency Rooms

CHI St. Anthony Hospital

2801 St. Anthony Way
Pendleton, OR 97801
<https://www.sahpendleton.org>
541-276-5121

Providence St. Mary Medical Center

401 W. Poplar St.
Walla Walla, WA
<https://washington.providence.org>
509-897-3320

Good Shepherd Medical Center

600 NW 11th St.
Hermiston, OR 97838
<https://www.gshealth.org>
541-567-5305

St. Alphonsus Medical Center

3325 Pocahontas Rd.
Baker City, OR 97814
<https://www.saintalphonsus.org>
541-523-6461

Report the Alleged Offense to Law Enforcement. If the victim/survivor of sexual assault/sexual misconduct, dating violence, domestic violence or stalking wishes to have the assistance of law enforcement, the victim/survivor should contact local law enforcement by immediately calling 911 or contact the appropriate law enforcement agency:

Pendleton Police Department
541-276-4411

Hermiston Police Department
541-567-5519

Boardman Police Department
541-481-6071

**Milton-Freewater Police
Department**
541-938-5531

Baker City Police Department
541-523-3644

Umatilla County Sheriff's Office
541-966-3600

Morrow County Sheriff's Office
541-676-5317

Baker County Sheriff's Office
541-523-6415

- The victim may decline to notify such authorities.
- Talk with an Advocate or a Counselor. Talk with an advocate, a counselor or contact someone you trust to be with you and support you.

In addition to contacting local law enforcement, you may also file a complaint with the College. A College complaint (Title IX Complaint) may be submitted electronically at:

https://cm.maxient.com/reportingform.php?BlueMountainCC&layout_id=4

or by contacting the Title IX Coordinator at:

Chief Human Resources Officer and Title IX Coordinator
2411 NW Carden Ave. | PO Box 100
Pendleton, OR 97801
HR@bluecc.edu
(541) 278-5947

More information about the College's procedures for investigating and resolving a Title IX Complaint are found further in this Report.

Protective Orders

Blue Mountain Community College complies with Oregon law in recognizing Protective Orders, No Contact Orders, Restraining Orders, or other similar lawful orders. If a campus community member or visitor has a valid court order, please inform the Human Resources Office. Bring a copy of the valid order to the Human Resources Office and one to the Title IX Coordinator so that it can be kept on file.

If you need to file a Petition for a Restraining Order, you may do so at the Umatilla County Circuit Court. To learn more about protection orders or to get assistance with filing a request for Petition for a Restraining Order, please contact:

Umatilla County Circuit Court
(for Umatilla and Morrow counties)
216 SE 4th St.
Pendleton, OR 97801
541-278-0341

Baker County Circuit Court
1995 3rd St., Ste. 220
Baker City, OR 97814
541-523-6305

Written Notifications

Regardless of whether a victim/survivor elects to pursue a criminal complaint, report the matter to the Title IX Coordinator, or whether the offense is alleged to have occurred on or off campus, the College will assist the

victim/survivors of sexual assault/sexual violence, domestic violence, dating violence, and stalking, and will provide each victim/survivor with a written explanation of their rights and options. Such written information will include:

- Recommended procedures victims/survivors should follow if a crime of dating violence, domestic violence, sexual assault or stalking has occurred.
- Written notification about victim/survivor services within the institution and in the community, including short-term counseling and assistance with student financial aid (on campus) and off-campus references for long-term counseling and physical health services, a victim's advocate, legal assistance, visa and immigration assistance, and other services available for victims in the community.
- Written notification regarding the College's options and assistance for, available assistance in, and how to request interim and protective measures, including how to request changes in academic, and working situations, campus security escorts, and other protective measures if the victim/survivor requests them and if they are reasonably available, regardless of whether the victim chooses to report the crime to campus police or local law enforcement.

Confidentiality Statement: The College protects the identity of individuals who report having been victims of sexual assault, domestic violence, dating violence or stalking to the best of its ability. All reports and information will be handled with privacy and shared when there is a need-to-know basis, or investigation or adjudication of a report/complaint. Individuals who speak to a Confidential Advocate (on or off campus) must understand that, if they want to maintain confidentiality, the College will be unable to conduct an investigation or pursue disciplinary action against the Respondent. Limits to confidentiality:

- If the College determines that the Respondent may pose a serious and immediate threat to the College community, BMCC's Chief Operating Officer or designee may be called upon to issue a "timely warning" to the community. Any such warning will not include any information that identifies the Complainant.

Procedures for Disciplinary Action

Below is a summary of the process if a student or employee chooses to report an incident of domestic violence, dating violence, sexual assault or stalking to the College's Title IX Coordinator or "responsible employee" of the College. The full Sexual Harassment, Sexual Assault, Dating Violence, Domestic Violence, and Stalking:

Information, Reporting, and Grievance Procedures can be found online at:

<https://www.bluecc.edu/home/showdocument?id=13083>

1. **Initial Assessment:** Upon receipt of any notice, complaint, or report of alleged violations of Gender-Based or Sexual Misconduct, BMCC initiates an initial assessment to determine next steps, Complainants desires, any threats to the health and safety of the BMCC community, any other information required to address the misconduct, and evaluate if the reported conduct is within the scope of Title IX or under Oregon law jurisdiction.

After the Initial Assessment the Title IX Coordinator may:

- Proceed with an investigation under Title IX.
- Dismiss the complaint under Title IX and proceed with investigation compliant per Oregon Revised Statute (ORS) 350.253 and HB 3415.
- Refer the matter elsewhere or close the case.

When the Title IX Coordinator decides to initiate an investigation, impose Supportive Measures, or take any other action that impacts a Complainant or Respondent, the Title IX Coordinator will ensure that the Complainant and Respondent are notified and receive written information on available resources and procedural options, as provide in this Procedure.

At any time in the process of resolving a complaint, the Complainant and Respondent may choose to be assisted by an advisor. The advisor may accompany the individual to any College investigative, administrative, or adjudicative meeting.

2. **Interim and Supportive Measures:** The Title IX Coordinator has broad authority to implement Supportive Measures so long as any supportive measure is a non-disciplinary, non-punitive individualized service offered as appropriate, as reasonably available, and without fee or charge to the parties to restore or preserve access to BMCC's workplace or education program or activity, including measures designed to protect the safety of all parties or the BMCC's educational environment, and/or deter harassment, discrimination, and/or retaliation. BMCC will use the least restrictive means possible when determining appropriate interim and supportive measures, will implement measures that do not unreasonably burden the either party or fundamentally alter their education (or work) requirements, and will regularly re-evaluate the interim and supportive measures to determine the necessity of their continued implementation.
3. **Informal Resolution:** Informal Resolutions typically include three different approaches:
 - the parties agree to resolve the matter through an alternate resolution mechanism including mediation, restorative practices, etc.;
 - the Respondent can accept responsibility for violating Procedure, and desires to accept a sanction and end the resolution process; or
 - the Title IX Coordinator can resolve the matter informally by providing supportive measures to remedy the situation and the parties agree to the measures as permanent in managing the relationship while enrolled, employed, and/or participating in BMCC sanctioned events.

BMCC will obtain voluntary, written confirmation that all parties wish to resolve the matter through Informal Resolution before proceeding and will not pressure the parties to participate in Informal Resolution. Informal resolution may not be used to resolve allegations that an employee sexually harassed a student. A complainant can request can file a formal complaint at a later date.

4. **The Formal Grievance Process:** The Formal Grievance Process applies to all students and employees equally. The Formal Grievance Process generally has five steps:
 - Step 1: Notice of Investigation and Allegations
 - Step 2: Investigation
 - Step 3: Live Hearing (Only for Title IX eligible complaints)
 - Step 4: Findings and Sanctions
 - Step 5: Appeal
5. **Investigation:** BMCC endeavors to provide investigations that are trauma-informed, thorough, reliable, impartial, prompt, and fair. Investigations involve interviews with all relevant parties and witnesses; obtain available, relevant evidence; and identify sources of expert information, as necessary. All parties have a full and fair opportunity, through the investigation process, to suggest witnesses and questions, to provide evidence and expert witnesses, and to fully review and respond to all evidence on the record. BMCC, not the parties, is responsible for gathering relevant evidence.

Draft Investigation Report: Prior to the conclusion of the investigation, the investigator will provide both parties, and their respective Advisors (if so desired by the parties), a secured electronic draft of the investigation report as well as an opportunity to inspect and review all of the evidence obtained as part of the investigation that is directly related to the reported misconduct, including evidence upon which BMCC does not intend to rely in reaching a determination.

Parties will have, at minimum ten (10) business days to review and comment on the report so that each party may provide a meaningfully respond to the evidence. The Investigator(s) will incorporate relevant elements of the

parties' written responses into the final investigation report, include any additional relevant evidence, make any necessary revisions, and finalize the report which will be shared with all parties and their Advisors through secure electronic transmission or hard copy at least ten (10) business days prior to any live hearing.

6. **Referral for Hearing (Title IX complaints only):** Once the investigation report is shared with the parties, the Title IX Coordinator will refer the matter for a hearing. The hearing cannot be less than ten (10) business days from when the final investigation report is transmitted to the parties and the Decision Maker, unless all parties and the Decision Maker agree to an expedited timeline.
The Title IX Coordinator will select an appropriate Decision Maker depending on whether the Respondent is an employee or a student. Allegations involving student-employees will be directed to the appropriate Decision-maker depending on the context of the alleged misconduct and who the Respondent is. The Decision Maker will send notice of the hearing to the parties.
7. **If complaint falls outside of Title IX:** After reviewing all evidence and supporting documentation, the investigator will prepare a written report of the investigation to the Decision Maker to review the investigator's report and work with the appropriate BMCC Officials to determine the appropriate remedy (if any), including sanctions or disciplinary actions.
8. **Live Hearings:** Live hearings will be conducted with all parties physically present in the same geographic location or, at the recipient's discretion, any or all parties, witnesses, and other participants may appear at the live hearing virtually, with technology enabling participants simultaneously to see and hear each other. Hearings will be recorded via audio, video, or transcript and the recording will be made available to the parties for inspection and review.

At the live hearing, each party's advisor may ask the other party and any witnesses only relevant questions and follow-up questions. Such cross-examination at the live hearing must be conducted directly, orally, and in real time by the party's advisor of choice and never by a party personally. Before a response, the Decision Maker must first determine whether the question is relevant and explain any decision to exclude a question as not relevant.

If a party does not have an advisor present at the live hearing, the recipient must provide without fee or charge to that party, an advisor of the recipient's choice, who may be, but is not required to be, an attorney, to conduct cross-examination on behalf of that party.

If a party or witness chooses not to submit to cross-examination at the hearing, either because they do not attend the meeting, or they attend but refuse to participate in questioning, then the Decision Maker may not rely on any prior statement made by that party or witness at the hearing (including those contained in the investigation report) in the ultimate determination of responsibility. The Decision Maker must disregard that statement. Evidence provided that is something other than a statement by the party or witness may be considered. The Decision-makers may not draw any inference solely from a party's or witness's absence from the hearing or refusal to answer cross-examination or other questions.

9. **Notice of Outcomes and Sanctions:** All findings in the proceedings will be by a preponderance of the evidence, which means that the Decision Maker will determine whether the sum of all the evidence shows that it is more likely than not that the Respondent violated College Procedure. Decision Makers will independently reach a determination about responsibility, based on the evidence, without deference to the investigative report.

If the Respondent is found responsible, BMCC will determine appropriate sanctions. Sanctions will be determined the Decision Maker. The Decision Maker may consult with Campus personnel in determining appropriate sanctions.

- Possible Sanctions for Employees may include but not limited to:
 - Warning – Verbal or Written
 - Performance Improvement Plan
 - Mandatory EAP Referral

- Required Training
- Disciplinary Probation
- Suspension without pay
- Dismissal
- Possible Sanctions for Students may include but not limited to:
 - Warning
 - Probation
 - Suspension
 - Expulsion
 - Withholding Diploma
 - Revocation of Degree
 - Organizational Sanctions
 - Other Actions: In addition to or in place of the above sanctions, BMCC may assign any other sanctions as deemed appropriate.
- When a third party, (i.e., a non-member of our College community) is involved as a complainant or a respondent, the College will use disciplinary procedures that are generally consistent with the other disciplinary procedures, appropriately modified based on the particular circumstances involved and taking into account privacy requirements.

The Decision Maker and Title IX Coordinator will draft and issue a Notice of Outcome to the parties. This notice will be made simultaneously, in writing, and may be delivered by one or more of the following methods: in person, mailed to the local or permanent address of the parties as indicated in official BMCC records, or emailed to the parties' BMCC-issued email or otherwise approved account. Once mailed, emailed, and/or received in-person, notice will be presumptively delivered.

Both parties are afforded the opportunity to participate in this process and to appeal the decision of the sanction issued.

[Rights of Parties during the College's Investigation and Resolution Process](#)

During the investigation and resolution of a Sexual Assault, Domestic Violence, Dating Violence and Stalking Complaint by Students and Employees, both the Complainant and Respondent are provided the following rights:

- The proceeding will include a prompt, fair, and impartial process from the initial investigation to the final result, to include completion within reasonably prompt timeframes, including a process that allows for the extension of timeframes for good cause with written notice to the Complainant and the Respondent of the delay and the reason for the delay.
- The proceeding will be consistent with the College's policies and transparent to the Complainant and Respondent, to include timely notice for meetings at which the Complainant or Respondent, or both, may be present; and timely and equal access to the Complainant, the Respondent and appropriate officials to any information that will be used during informal and formal disciplinary meetings and hearings.
- The proceeding will be conducted by administrators who, at minimum, received annual training on the issues related to dating violence, domestic violence, sexual assault, and stalking and how to conduct an investigation and hearing process that protects the safety of victims and promotes accountability.
- The administrators conducting the proceeding will not have a conflict of interest or bias for or against the Complainant or Respondent.
- The proceeding will provide the Complainant and the Respondent with the same opportunities to have an advisor of choice present during any disciplinary proceeding.

- College administrators will not limit the choice of advisor or presence for either the Complainant or Respondent in any meeting or institutional proceeding, unless there is a conflict of interest; however, the College may establish restrictions regarding the extent to which the advisor may participate in the proceedings, as long as the restrictions apply equally to both parties.

Retaliation Prohibited: Retaliation against any individual for filing or participating in the investigation of a sexual misconduct complaint. Retaliation is any overt or covert act of reprisal, interference, restraint, penalty, discrimination, intimidation, or harassment against individuals for exercising their rights (or supporting others for exercising their rights) under this Procedure. BMCC will investigate any reports of retaliation and take appropriate disciplinary action.

Sex Offender Registration

In accordance with the Jacob Wetterling Crimes Against Children, Sexually Violent Offender Registration Act, and the Oregon Revised Statutes, the Oregon State Police maintain a registry of sex offenders. The law also requires students who are registered sex offenders to register with the Registrar. Sex offenders who are employed at Blue Mountain Community College must register with the College's Human Resources Office.

BMCC defers to applicable city, county, state and federal laws regarding sex offender registration. BMCC does not have any on-campus housing or off-campus housing owned or maintained by the College. Students concerned about the possibility of sex offenders living nearby should make inquiries of their respective city police department, county sheriff, Oregon State Police, or through the Oregon State Sex Offender Registry (<http://sexoffenders.oregon.gov/>).

Any member of the campus community may call the sex offender registration unit at (503) 378 3720 and ask for a list of sex offenders.

Emergency Response & Evacuation

After-action and drill reports are maintained by the Safety Officer and include a description of the exercise, the date, time, and whether it was announced or unannounced. The procedures provide direction for a variety of natural and person-caused disasters and emergencies. Included in our Emergency Procedures Manual are operational procedures for evacuations. The College has identified strategic locations throughout the Pendleton campus and centers for evacuation assembly areas as well as evacuation operations for students and staff. The manual and maps for all locations are available on the College's Safety page.

Missing Student Notification

BMCC does not have on-campus housing and is not required to provide missing student notification. However, should we be advised of a missing student, BMCC would work with local authorities to provide any necessary information.