



WHITWORTH
UNIVERSITY

STUDENT RIGHTS & RESPONSIBILITIES

POLICIES, PROCEDURES &
COMMUNITY STANDARDS

This publication of Student Rights and Responsibilities, in addition to the Whitworth Catalog, provides an overview of policies, procedures, rights and responsibilities each student needs to know as a Whitworth student. The information provided is complete and accurate at the time of publication; however, Whitworth reserves the right to change its policies and procedures without prior notice. All changes are effective at such time as the proper university authorities determine. Policies contained herein may apply not only to current students but also to prospective students as appropriate. It is each student's responsibility to read and understand university policies as stated in this publication.

Revised August 2018

Whitworth University Mission Statement

Whitworth University is a private, residential, liberal arts institution affiliated with the Presbyterian church. Whitworth's mission is to provide its diverse student body an education of the mind and the heart, equipping its graduates to honor God, follow Christ and serve humanity. This mission is carried out by a community of Christian scholars committed to excellent teaching and to the integration of faith and learning.

Student Bill of Rights

These are your student rights and responsibilities as part of the Whitworth community.

Whitworth Student Bill of Rights

(Spring 1989)

Preamble

The mission and goals of Whitworth imply certain basic rights that are extended to students and that are defined in this document. As members of the Whitworth community, we commit ourselves, both individually and corporately, to affirm and protect these rights through the responsible exercise of mature judgment and careful stewardship in all actions and decisions that affect the welfare of the institution and its members.

I. Declaration of Nondiscrimination

Whitworth complies with all federal, state, and local nondiscrimination laws that are applicable to religious nonprofit institutions and does not engage in unlawful discrimination on the basis of race, color, national origin, age, sex or disability. Although Whitworth University, in order to fulfill its mission, uses Christian commitment as a criterion in hiring faculty and staff, the university strives to provide a positive learning environment for all students, regardless of their religious commitments. Moreover, Whitworth University will not permit harassment of any kind. Finally, religious commitments have no influence in Whitworth's awarding or administering of financial aid.

II. Academic Life

- A. Students may assume that faculty will function in accordance with their professional rights and responsibilities as defined in the faculty handbook. This document is available to students for inspection.
- B. Students will be held responsible for the mastery of their course(s) of study through active participation and the achievement of requirements. Students may expect that all performance evaluations and grades will be based upon identified criteria and requirements that are readily accessible to them. Included within this, students may expect the following:
 1. freedom to express agreement or disagreement with presented course material, as long as such expression does not result in limiting their responsibility for the mastery of course content;
 2. access to their instructors;
 3. protection from biased and unfounded academic evaluations.
- C. Appeals regarding failure to meet any of these expectations should be directed first to the instructor, then to academic affairs' associate provost of instruction, and then to the provost of the faculty. Final appeal may be made to the Educational Review Board. No further right to appeal is granted.
- D. Students have the opportunity to participate in the regular evaluation and improvement procedure for instruction and curriculum. In part, this may be accomplished through student completion of course-evaluation forms. In addition, participation in committees dedicated to curricular evaluation and improvement and the submission of proposals regarding changes in curriculum is available to students via their delegates.

III. Confidentiality

- A. The university has a policy as to the information that is a part of a student's permanent file and to the conditions of disclosure. Disciplinary records are kept separate from academic records, are not available to unauthorized persons, and will be shared only with those at the university who have a legitimate need to know. Release of these records to external parties requires a student's written permission.
- B. Judgments as to the ability and character of a student may be provided under appropriate circumstances, with the knowledge and consent of the student to the extent possible or as required by law. In circumstances in which the threat of injury or danger to life or property constitute a health or safety emergency, the university has the right to disclose otherwise confidential information in accordance with FERPA, the Family Educational Rights and Privacy Act of 1974.

IV. Student Life

A. Freedom of Association

Students are free to organize and/or join any organization or association. However, the university is not bound to give institutional recognition, support or approval to organizations that operate in opposition to its stated mission or goals. Student organizations are guided by the following:

1. Student organizations should be free to propose their own faculty advisors. Institutional recognition, approval or support should not be withheld solely because of the inability of a student organization to secure an advisor. Campus advisors may advise organizations in the exercise of responsibility, but they should not have the authority to control the policy of such organizations outside of the liability that the university might incur because of the action of the student organization.
2. Student organizations are required to submit a statement of purpose, criteria for membership and rules of procedure, as well as a list of officers.

B. Freedom of Expression

1. Students are free to examine and discuss all aspects of their education. Students are also free to support causes and give opinions as long as their means of expression is orderly and does not disrupt the regular operation of the institution.
2. Institutionally recognized organizations shall be allowed to invite to and hear at open meetings any person of their choosing. This right carries with it the responsibility to provide for the safety of the speaker, the audience, and institutional personnel and property in the event that the speaker's presence creates a disruption. The university must approve such safety provisions.
3. Students should make it clear to the campus and surrounding community that in their expression of opinion and support of a cause they speak only for themselves, not for the university as a whole.

C. Student Participation in the Institution

1. As part of this educational community, students are free to express their views on issues of institutional policy and on any matter of interest to the student body. This right exists individually and collectively. Student membership on university committees is valued and encouraged.
2. The role of student government and both its general and specific responsibilities should be made clear and should be followed as outlined in the constitution and bylaws.

D. Student Media

1. Free and responsible student discussion and expression in student-run publications and other media (e.g., the student-run radio station) are essential in formulating student opinion and in providing knowledge of student opinion and concerns to our community and to the academic world at large.
2. Whitworth is publisher of registered student publications. The university is also the licensee of its online radio station, Whitworth.fm.
3. The institution is committed to providing sufficient editorial freedom for student media to maintain their integrity as a form of student expression and free inquiry. The freedom afforded to student media, while not absolute, is broad and is protected as follows:

- a. Student media shall be free of unwarranted and indiscriminate censorship and advance approval of copy; such approval will be warranted when and if the university determines that any particular communication or publication might expose the university to litigation or damages.
- b. Editors and managers of student media are protected from arbitrary suspension and removal in response to student, faculty, administrative or public expressions of disapproval relating to the content of student media. Student editors/managers can be removed only in cases in which there is a violation of university policies or procedures relating to media operations or of any guidelines established by the individual media outlet at issue. In this event, the procedures for removal shall be those prescribed by the ASWU Media Review Board. Student editors/managers of student media remain subject to the institution's disciplinary policies and procedures with respect to any issues not relating to their service as editors/managers of student media.
- c. Student editors and managers shall exhibit the responsible exercise of the aforementioned freedoms, including avoidance of libelous writing and broadcasting, indecency, harassment and innuendo.

**V. Procedural Standards in All Disciplinary Proceedings
Formal Grievance Procedures**

Whitworth has the responsibility and the corresponding authority to protect and advance its educational mission through the establishment and enforcement of standards of scholarship and behavior for members of the Whitworth community. In the enforcement of these standards, proper procedural guidelines must be observed to provide students with fair proceedings and appropriate outcomes.

Behavioral policies, policies addressing conduct in scholarship, regular disciplinary procedures, guidelines for possible consequences, and procedures for exercising a student's right to appeal a decision should be communicated in advance. Such policies and procedures should be published in the student handbook. These procedural standards are as follows:

A. Statement of Charges and Possible Consequences

In all situations, students should be informed either orally or in writing of the nature of the charges against them, and should be assured that the university will not be arbitrary in its establishment of consequences should students be found responsible for what is charged.

B. Confrontation

In the event of a known or suspected violation of behavioral and/or scholastic policies, students should be confronted by a university official in a manner that incorporates a clear description of the alleged violation and allows for those accused to explain and/or clarify the incident in question. A record of confrontations should be kept in accordance with established procedures for use as evidence in subsequent disciplinary meetings.

C. Investigation and Privacy

1. If investigation of the incident in question is necessary before or after confrontation, such investigation should be done in a manner that respects the privacy of all persons involved. If search and/or seizure of personal property on campus property (including within a student's room) is deemed necessary, it should be done only in cases where reasonable cause is present and only with appropriate authorization granted by a university official. In such cases, "reasonable cause" should be interpreted as evidence sufficient to convince an agent of Whitworth that the policy is being violated and/or that the life or safety of an individual is in immediate danger. For premises not controlled by the university, the ordinary requirements for lawful search and seizure should be followed.

2. In its effort to maintain the safety, health and general welfare of resident students, the university may perform routine general inspections under the supervision of residence life. To the extent reasonably possible, students should be advised in advance that an inspection will be conducted. Such inspections should involve only a general observation of a student's room, with no searching of personal effects (other than what is in plain view), as the primary intent of these inspections is to maintain health and safety standards. However, should evidence of

policy violation be visible, the residence staff has the authority and responsibility to investigate (search and seize) evidence of such a violation and to initiate disciplinary action.

3. All evidence, regardless of how it was obtained, is admissible in Whitworth disciplinary proceedings, but students should not be forced, coerced or tricked into providing evidence that could incriminate them.

D. Disciplinary Meetings

Meetings should take place in a timely fashion and in accordance with these guidelines. All such meetings should include a review of evidence pertaining to the alleged violation of policy and should be conducted by the associate dean of students or a designee and attended by the confronted, the confronter(s) or a representative, any necessary witnesses, and appropriate representatives from student life. (Note special circumstances in cases of violent or destructive behavior described in "Behavioral Expectations.") In addition, any student accused of a violation may bring a support person from the Whitworth community. This meeting should result in a determination of the student's responsibility or innocence based on whether the purported violation is more likely than not to have occurred. At this point, appropriate consequences will be applied. A written record of such hearings should be kept and copies distributed to those confronted. All actions taken within the disciplinary process are subject to students' right to appeal.

E. Review

Disciplinary proceedings and their resulting consequences may be appealed to a regularly constituted appeals committee that includes a representative membership from the community, including both faculty members and students, and should be chaired by a representative of student life. No member of the hearing committee who possesses prejudicial knowledge of the facts of a particular case should sit in judgment during those proceedings. Appeals must be made in writing within one week of the original disciplinary hearing to the vice president for student life. Appeals of suspension will be channeled to the Educational Review Board. Other appeals will be handled within student life.

A student may request a review of disciplinary proceedings and the resulting consequences by a regularly constituted review committee that includes both faculty and staff members. The committee should have a quorum to review a student's disciplinary proceeding or consequences. A quorum will constitute three people, including one faculty member and one staff member. The original hearing officer will not participate on the review committee. The committee will be chaired by a person chosen by the vice president for student life (or her/his designee).

A student may request a review by contacting the vice president for student life (or a designee) within five business days of being notified of the outcome of the case. The request will be reviewed for timeliness and to ensure that the request cites one of the three reasons a student may request a review. Grounds for requesting a review are as follows:

- A student believes the university did not follow the procedures as listed in the student handbook. Examples: 1) The student was not notified that a conduct meeting was going to take place. 2) The student was not given the opportunity to speak during the conduct meeting.
- New information has been discovered that was not available at the time of the original conduct meeting. A summary of this new information and its potential impact must be included in the request for review. If new information is discovered after the five-day appeal time frame, a student is still encouraged to bring the new information forward.
- A student believes that the sanctions are not consistent with and appropriate for the violation. Simple dissatisfaction with sanctions does not meet this ground for requesting a review.

If the request for review meets the conditions of timeliness and grounds, the student, as well as the original hearing officer, will be notified. The hearing officer will have five business days from the time of notification to provide a rationale for the decision and sanction(s) for the case.

The review committee can uphold the decision and sanctions, reduce the sanctions, or send the case back to the original hearing officer for further consideration. The chair will communicate the

outcome of the review to the student and hearing officer in writing within five business days of the committee meeting. The committee's decision is final.

A student's admission status should not be altered, and her/his right to be present on the campus, to live in residence, and to attend classes should not be suspended. Exceptions to this policy should be made when a student's presence constitutes a threat to any member of the community.

F. Status of Students Pending Final Action:

Pending action on charges or on an appeal, a charged student's admission status should not be altered, and his/her right to be present on the campus, to live in residence, and to attend classes should not be suspended. Exceptions to this policy should be made when a charged student's presence constitutes a threat to his/her own physical or emotional safety, to the safety and well-being of other students, faculty and staff, to the ability of other students to engage freely in their educational activities, or to university or personal property. In those exceptional cases, duly authorized university officials may take action to remove the student pending final action.

G. Appeal of Behavioral or Academic Suspension:

As an outcome of standard disciplinary proceedings, policies addressing academic progress and/or the recommendation of the vice president for student life, the dean of the faculty, the associate dean of students, or academic affairs' associate provost of instruction, the Educational Review Board may consider the appeal of behavioral or academic suspension brought before its members. The decisions of the board should be based on the evidence presented, and a written record of such decisions should be kept and copies distributed in accordance with established policy. All decisions of the ERB are final and are not subject to appeal.

VI. Amendment

Policy amendments to this document can be proposed by ASWU and/or the Student Life Committee and may be given to the president for submission to the board of trustees. Only the board of trustees can officially adopt such proposals.

Academic Policies

These are your academic rights and responsibilities as part of the Whitworth community.

Academic Honesty

Basic Policy (See Whitworth's e-catalog for full details on academic honesty.)

Just as the faculty, staff and administration at Whitworth strive to be forthright, direct and honest, and to value integrity in all their dealings, the university expects all students to function in like manner. Students are expected to adhere to the highest standards of academic honesty and to refrain from any dishonest or unethical action.

In all academic exercises, examinations, papers and reports, students are expected to submit their own work. The use of the words or ideas of others is always to be indicated through an acceptable form of citation. This policy will be specified in the syllabus for each course.

1. Violations of the Policy on Academic Honesty

1.1 Definition of Plagiarism

Plagiarism occurs whenever a person attempts to pass off as his or her own work, either verbally or in writing, the words and ideas of others. Plagiarism most often occurs in projects that require independent preparation (outside of class). It can occur in essay examinations, though this is not generally the case. Plagiarism can be either inadvertent (a failure to understand the responsibility for acknowledgment or the means by which acknowledgment should be made) or willful (with a conscious intent to deceive).

1.2 Definition of Cheating and Dry-Labbing

Cheating is any academic activity in which the student submits for a grade or credit work that is not his/her own and/or that has not been done within the structure and context established by the assignment. Students may plagiarize in a variety of ways: copying another student's test, bringing unauthorized notes or materials to an exam, copying another student's lab notes, or making up fictitious lab results (also known as "dry-labbing"). All cheating is regarded as willful deception.

2. Consequences of Violations of the Policy on Academic Honesty

2.1 The faculty member will confront the student(s) in cases of suspected violations of the policy on academic honesty and will keep a written record of the incident. The faculty member will submit a written report of policy violations, with their consequences, to the academic affairs office. The faculty member will assess the gravity of the violation and will determine the consequences, which may range from a failing grade on the specific assignment to a failing grade in the course.

2.2 The student has a right to appeal any faculty member's decision to the Whitworth Academic Affairs Office.

2.3 The student will receive a warning after the first violation. If a student violates the academic honesty policy a second time, depending on the nature of the violations, s/he may be suspended for the remainder of the current term or for a longer period.

Academic Grievance Procedure

Grade challenges must be initiated by the student in writing within 30 days after a grade is posted. Challenges on grades go to the professor first, then to the department chair, and then to the appropriate area dean, or his/her designee, who will issue a final decision.

a. The student must first seek resolution of the conflict in consultation with the professor.

b. If a satisfactory resolution is not possible in the first phase, the student may appeal for adjudication by submitting a written appeal to the associate provost for instruction. This appeal will be the final step in the grievance process, with the associate provost's decision being final.

Academic Probation/Suspension Policy
(See Whitworth e-catalog.)

Attendance Guidelines for Classes

Class attendance is expected and may be included in the calculation of the grade for the class. Students who register for courses they do not attend are responsible for dropping the courses officially through the registrar's office. The consequence of not officially dropping a course is a "WW" (withdrew without permission) grade, which calculates as an "F" in the GPA. Students should contact the professor of a class if they plan to be absent any day during the first week of the semester/term. No person other than a faculty member attending informally with the approval of the professor may attend a Whitworth course in which that person has not been officially enrolled. A professor may allow a student to attend his or her class only if the student's name appears on the official class roster.

Classroom Behavior Policy

Students and faculty are expected to demonstrate civility, understanding and mutual respect for each other in the classroom. The faculty handbook states that faculty should "demonstrate respect for students as individuals and adhere to their proper role as intellectual guides and counselors." By the same token, students should demonstrate respect for faculty and student peers in all academic settings, and should contribute positively to the learning environment.

Disruptive classroom behavior will not be tolerated. Disruptive behavior may include, but is not limited to, threatening or abusive language or behavior, making unreasonable demands on faculty for time and attention, erratic and/or irrational behavior, continually speaking without being recognized, other verbal or behavioral expressions that interfere with the classroom environment, bringing unregistered persons to class without the permission of the instructor, and persistent disruptions including inappropriate computer use, ringing electronic devices, etc. If a student exhibits disruptive classroom behavior, the faculty member should confront the student, clearly identify the disruptive

behavior, and require that the behavior cease. A faculty member may at any time remove a student from the classroom for disruptive behavior. A faculty member, in consultation with the department chair or program director, may develop a classroom behavioral contract outlining classroom expectations and consequences for not meeting expectations, or s/he may refer a disruptive student to the associate provost for instruction. The associate provost for instruction will meet with any student who is referred, or who continues to disrupt the learning environment. Students may be placed on behavioral probation or suspension based on the nature of the disruption. Behavioral suspension may include suspension from one or more classes for the duration of the current term, or for a longer period.

Accelerated-Format Attendance Guidelines

The accelerated-format courses stress the collaborative nature of adult student learning; student participation is an essential element for getting the most out of each course. Thus, attendance becomes very important not only due to the accelerated nature of the course but also because the quality of the total learning experience is affected by student absences. If a student does miss class, it is up to him/her to contact the instructor to determine what makeup and/or extra work needs to be completed.

The following attendance policy recommendations are distributed to faculty:

- For Non-Hybrid Courses: Students who miss 20% or more of total class time should anticipate up to a full grade reduction. Students who miss one class session would not *necessarily* face a reduction, but additional absences are assumed to have an impact on their grade. Please note that 8-hour Saturday classes equate to two class sessions. The instructor decides the actual grade impact and the final decision may consider the circumstances of the absence and the overall performance of the student. Students who miss approximately one-third of total class time should withdraw from the course and contact the program director and academic advisor immediately.
- For Hybrid Courses: Due to the limited classroom time in a hybrid-format course, students missing any portion of the classroom meeting time should expect up to a full grade reduction in their overall grade. Students missing, or anticipating missing, two classroom meetings should withdraw from the course.
- For Workshop Courses: Due to the limited class meeting time for the 1-credit seminar, students who miss a class session, or a significant portion of a class session, will not receive credit for the course.

Children in the Classroom Policy

In order to provide the best classroom learning environment for all students, children may not attend any Whitworth class. No child may, under any circumstances, be left unattended in a university building while a parent is attending class. Safety is our main concern; we cannot ensure a child's safety when he/she is left unattended.

Registration Information

Students receive notification to verify their course registrations each semester. This occurs during the drop/add period. It is the responsibility of the student to verify and/or complete the course registration during this period. Credit cannot be granted for courses in which a student did not officially register. It is the student's responsibility to check registration information and to discuss any needed corrections with the Continuing Studies advisor or office. It is the university's policy to deny requests for registration in any course after the close of the term in which registration was required.

Rescheduling Exams

Students taking traditional-semester format courses are expected to take all midterm and final exams at the scheduled times. The final-exam schedule is posted at the beginning of each semester; instructors schedule midterm exams. Permission to take a final exam at a different time will be granted only in exceptional circumstances. Petitions to reschedule a final exam must be made a month in advance during fall or spring; deadlines are shorter in Jan Term and summer. The petition form can be obtained at the office of academic affairs.

To take a makeup exam in a graduate or continuing studies course, students must make prior arrangements with their instructor. The instructor must contact the program office with information regarding time limits, materials allowed/disallowed, test due date, and any other specifications related to the exam. Once the program office has received the exam and the information from the instructor, the student must contact the office schedule a time to take the exam. We will not schedule an exam if we have not received the exam and instructions from the instructor.

Whitworth University Policies

(Policies are listed alphabetically.)

Activities Policy

It is important that Whitworth's mission of educating mind and heart is reflected in the planning and implementation of university-sponsored student activities. Whitworth's mission and goals statement (found on the inside cover of this handbook), coupled with its community behavioral expectations (found in this handbook), provide the community with the necessary parameters within which to plan student activities. When planning such activities, measure the content and purpose of the event against the mission and goals of the university. The use of mature judgment and the liberal arts skills of critical thinking, analysis and research are imperative to planning events acceptable to the Whitworth community.

Specific Rules and Procedures for Activities:

1. All events formally under the governance of ASWU (i.e., homecoming, dances, entertainers, movies, club and residence-hall events) and all events using funding from ASWU-managed accounts must be cleared by the director of student activities no later than one month prior to the event. Such requests are subject to campus-calendar-date availability. Students must fill out a Facilities Requisition Form online at least two weeks in advance of the planned event in order to ensure that the event will take place.
2. Organizations that fail to follow the aforementioned procedures or that violate the policies or philosophy of the university are subject to loss of funding for the event or for the year, as well as loss of charter and further disciplinary sanctions.
3. All events are subject to master-calendar-date availability.
4. All Whitworth-sponsored student activities must adhere to the behavioral expectations listed in this student handbook. These policies apply to both on- and off-campus sponsored events.
5. Under no circumstances may any organization use club/hall/ASWU funds to purchase alcoholic beverages. Any organization that does so will be subject to the university's disciplinary process. In addition, ASWU will administer disciplinary sanctions against the organization in violation; these sanctions may include but are not limited to revocation of funding, charter and recognition.

Policy for Noise Restrictions for Outdoor Activities:

Because Whitworth is in a residential neighborhood, those who plan outdoor activities must be sensitive to people who live in proximity to the university. Therefore, the following guidelines must be followed whenever an outdoor event is planned:

Any event involving music must observe the following rules:

1. Ninety decibels is the maximum sound level allowed. The director of student activities or a designee will monitor the decibel level. If complaints are received from Whitworth neighbors, the level will be lowered by at least 20 decibels. If complaints continue, the director or his/her designee may decide to discontinue the event.
2. Music must stop by midnight on weekends and by 10 p.m. on weekdays.
3. All sound equipment must be turned toward the university.
4. Any event that involves the surrounding neighborhood must observe the following rules:
 - a. Scavenger hunts, club drives or tours through the neighborhood must be held in an orderly fashion. Noise levels and respect for neighbors and their personal property must be primary considerations.
 - b. All events (include weekend events) must conclude by 9 p.m.

- c. All events must be cleared by the director of student activities.

Failure to comply with these regulations could result in the following sanctions:

1. Bands/deejays may be asked to shut down if decibel levels are above regulated levels or if complaints are received.
2. Subsequent events may be canceled, and the sponsoring organization may be fined \$25, for violations of noise/property/time policies.

Business Office Procedures

Submission of registration/withdrawal forms obligates each student for payment of applicable tuition and fees, including a 1.5 percent-per-month finance charge that may be assessed on unpaid balances (including finance charges previously assessed), as well as any subsequent collection expenses and fees (including, but not limited to, attorneys' fees, collection fees, court costs and other out-of-pocket expenses). This implies acceptance of the university's financial policies. It is the student's responsibility to pay his/her bill on time and to ensure that his/her registration/withdrawal is correctly processed. Students should be aware that billing rates may change if their registration type and/or status changes.

Whitworth reserves the right to withhold student information, including transcripts and diplomas, until a student's account has been paid in full, and until all Whitworth and Perkins Loan payments are current. No student will be permitted to register for a term if s/he owes a balance for a prior term.

A student's written authorization is required for Pell and SEOG grants; Perkins, university, federal and Stafford loans; and PLUS checks to cover charges other than tuition, fees, or room and board, or for Whitworth to hold any of these funds in excess of the above charges on an account. This authorization form is included in the electronic billing information form that all students are required to complete prior to the beginning of the fall semester. Financial aid checks are issued on Wednesdays and Fridays. Students are expected to take this into consideration when planning their budgets for books and other personal expenses. When a student withdraws from Whitworth, his/her tuition refund will be issued within 10 days after all adjustments to financial aid, scholarship returns to grantors and other account charges have been processed.

Bicycles

Students are encouraged to register their bicycles with the security department. There is no charge to register a bicycle. Students should lock their bicycles in provided racks when the bikes are not in use.

Computer-User Responsibility Agreement

The purpose of this agreement is to outline user responsibilities in the legal and ethical use of Whitworth's computers in order to maintain confidentiality of data, files, computers and networks as well as to protect the proprietary rights of third parties and of the university.

All users have the responsibility to do the following things:

- Check their Whitworth email accounts regularly for messages from the university.
- Participate in assuring legal and ethical use of university computers and user accounts.
- Install and use university-provided antivirus software on personal computers connected to the university network.
- Abide by the Whitworth computer policy approved by the president's cabinet. Copies are available in computing services, in the student life office and on the Whitworth website.

Computing and related technology is provided by the university for legitimate applications directly related to a student's academic and/or professional work, to allow students, faculty and staff to conduct academic research or university-related business, and for communication related to classes and class assignments. Inappropriate uses of this technology include behaviors that:

- impede its intended purpose;
- intentionally block or overload the system or prevent its use by others;

- are solely or mainly for commercial gain;
- are threatening or harassing in nature;
- are destructive or disruptive of educational or community life.

Whitworth's policy regarding appropriate use of technology prohibits the downloading or viewing of pornographic material other than for legitimate academic purposes. The university operates a filter on the campus network in order to restrict Internet access to pornographic material. The filter applies to all faculty, staff and student computer users on campus. (Exceptions can be found in the full Internet-filter policy on the university website.) Public terminals in the library (including computer labs) are unfiltered in the interest of assuring full access on campus for legitimate purposes. These terminals remain subject to the appropriate-use policy. Finally, all enrolled students' names are on the campus server; they cannot be removed to keep students from receiving email messages.

Disability Discrimination Grievance Procedure

It is Whitworth's policy not to discriminate against any student on the basis of a disability and to resolve any complaints of disability discrimination in a prompt and efficient manner in accordance with the procedure outlined below. The university's Rehabilitation Act/Americans with Disabilities Act coordinator can be reached at 509.777.4534.

If a student believes that s/he has been discriminated against because of a disability, s/he may submit a complaint in writing to the director of the office of educational support services in the career center in the HUB. The university representative to whom the complaint has been submitted shall promptly investigate the complaint to determine whether a violation of the university's policy against discrimination based on a disability has occurred and, if so, to decide what, if any, corrective action is appropriate under the circumstances. In making this determination, the university representative may request information relevant to the complaint from various parties, including the student who has submitted the complaint. The university representative will notify the student in writing of the resolution of the complaint.

A student who believes that a complaint has not been resolved appropriately may submit an appeal to the vice president for student life in the HUB, 509.777.3272. Any such appeal must be submitted in writing within 10 business days of the student's receipt of the resolution of the complaint. The student will be notified in writing of the outcome of the appeal. No further appeals will be allowed.

Email Policy

Campuswide student email messages should be sent only by those employees specifically assigned that responsibility in their job descriptions or by their supervisors. These email messages should be restricted to messages that affect the general business of Whitworth students and those that are of interest to most or all student members of the campus community. All-student emails can be sent only by Whitworth-sponsored organizations that are staging events or providing information for the entire campus.

Emails for academic classes cannot be sent via all-campus emails. ASWU clubs have one month to develop their list serves of members. After this time, emails for club events not involving the whole campus should be sent only to members.

Emergency Response Plan

The safety and well-being of the campus community are Whitworth's highest priorities. A foundational principle of our crisis communications plan is to be proactive and to communicate openly, honestly and frequently with students, parents, employees and others in the community, in the belief that providing timely, reliable information will enable those engaged in the crisis to do their work more effectively and will allow those affected by the crisis to be safer and better-informed.

Whitworth has the staff, planning and resources in place to respond effectively to a broad range of possible emergencies. The Whitworth Emergency Response Plan is based on the incident-command-system structure used and recommended by local, state and federal emergency-response agencies.

Whitworth's Enterprise Risk Management Forum regularly reviews and tests the university's emergency response plan and procedures. Staff members with assigned responsibilities in the plan participate in campus training and exercises to refine our level of preparation. Campuswide drills are conducted twice a year that typically include our staff, faculty students and community.

In the event of a campus emergency, the Whitworth University community will be notified through the IP Clock public address systems and emergency blue light public address systems and will receive RAVE emergency texts. Information updates will be available through the Campus News section of our website at www.whitworth.edu, through the Whitworth switchboard at 509.777.1000, and through email messages sent to students, parents, faculty and staff. Depending on the nature of the emergency, the university may communicate with local media to have information disseminated via their broadcasts and websites.

To view the Whitworth Emergency Response Plan, visit www.whitworth.edu/emergency.

Employment Grievance and Termination Policy for Students

In accordance with equal-employment-opportunity regulations, the student-employment office in student life and the Student Life Committee monitor employment grievances and termination.

Financial Grievance Procedure

Grievances concerning financial matters should be referred to the vice president for finance and administration. The Whitworth Business Affairs Council may be involved in the mediation as well. The Anti-Drug Abuse Act of 1988 requires that federal aid be withdrawn from students engaged in the unlawful manufacture, distribution, dispensation, possession or use of any controlled substance. Whitworth does not discriminate on the basis of race, color, age, religion, sex, national origin or physical disability.

Internet Usage and Postings

Students have free access to the internet, including websites such as Facebook. However, students need to be responsible with postings to their personal sites, understanding that anything posted that breaks university policy or civil law could be considered a violation of the university's behavioral expectations. In addition, for safety and security reasons, students should not post any specific identifying information about themselves, such as personal phone numbers or university email addresses, on such websites.

Movies: Showing of Copyrighted DVDs/Videos in Public Places

Copyright laws govern the use of rented and/or privately owned video-recorded materials. These laws limit the use of such materials to personal or home settings (at Whitworth, to one's residence-hall room only). Therefore, we ask that you abide by the rules that follow.

1. Do not show DVDs/videos in public areas (residence-hall lounges, classrooms, the HUB, outdoors, etc.) without purchasing rights for public presentation.
2. Do not use public-address systems (radio, email, and webpages) or printed materials to advertise a DVD/video showing without purchasing advertising rights.
3. Do not use a DVD/video as a fundraiser without purchasing advertising rights.
4. Do not use a DVD/video showing to promote a specific organization and/or cause (other than sanctioned, credit-bearing educational classes) for discussion, education or otherwise without purchasing public-presentation rights.
5. Limit your viewing audience to your residence-hall room.

If you have questions regarding these guidelines or their application to a specific showing, please contact the residence life office, the student activities office, or instructional technology/media services.

Photographing/Filming of Students

Photographers and videographers employed or contracted by the university occasionally take photographs and video (including image and/or voice) of students to illustrate or describe various aspects of university and campus life. These photos/videos will be taken at public venues such as

athletics events and concerts and in other organized campus photo/video shoots at which the subjects will have given verbal consent to be photographed/filmed. Individuals who are photographed/ filmed while attending a public event or who verbally agree to participate in a photo or video shoot have given Whitworth the right to use their likenesses in any and all print and electronic materials used to promote the university. The university will retain the usage rights to the photographs and videography in perpetuity.

Posting Advertisements on Campus

Advertisements for events can be posted only on campus by Whitworth-sponsored organizations or departments. All flyers, posters, etc., need an "Approved to Post" stamp from the information desk in the HUB before they are posted, and they can be displayed for a period of only two weeks. The posting of advertisements does not indicate Whitworth's endorsement of any of the posted ideas or events. Each building on campus has designated areas where flyers and posters can be hung; students who post information that promotes their organizations should be aware of these areas. Posters must be affixed to the wall with blue painter's tape only.

Selling Items on Campus

No fundraising or solicitation is allowed on campus except for the purposes listed below:

- publicizing the availability of university-recognized auxiliary services (bookstore, café, coffee house, etc.)
- advertising of special educational promotions (like wholesale computer sales)
- delivery of the newspaper
- approved fundraising sales for Whitworth-sponsored organizations

All proposed fundraising sales and solicitation requests must be approved in advance by the director of student activities.

Student Fundraising Policy

Whitworth University recognizes that certain student groups' financial needs must be met by special fundraising projects. Institutional advancement (IA) wishes to assist and encourage those who seek to raise funds or solicit gifts from the business community or friends of the university. As a matter of stewardship and courtesy to our donors, it is important to coordinate fundraising efforts to avoid oversaturating the same individuals, companies and corporations with appeals throughout the year; therefore, the following policy has been implemented:

1. All solicitation activities by student groups must be coordinated through IA. This includes any letters requesting funding.
2. Proposals must be submitted in writing to Maxine Lammers, director of development for major gifts, at mlammers@whitworth.edu.
Details to be included:
 - a. Name and description of project
 - b. Purpose for which funds will be raised
 - c. Amount to be raised
 - d. Plans to raise needed funds and draft of a solicitation letter
 - e. Names and addresses of individuals and businesses to be contacted
3. Submit plans for projects at least two weeks prior to implementation.
4. After receiving your proposal, IA will review your list of potential donors. If any of the donors are involved in other Whitworth fundraising projects, you may be asked not to solicit these donors.
5. A list of all business donors should be sent to Maxine Lammers following each event.

Please note:

- On-campus fundraising is limited to a Whitworth class project or an ASWU project.
- A copy of the Whitworth University 501(c)(3) tax letter of determination (confirming our nonprofit status) may be provided only to a funder who is writing a check to Whitworth University for a class or ASWU project.

- The university will not serve as a “pass through” account, whereby a check is written to Whitworth, deposited in a university account, and then dispersed to another nonprofit for which the funds are intended, unless the activity is part of our educational program (i.e., academic class or student life program).

Vehicle Operations Policy

Whitworth’s campus has been designed as a walking campus. The Vehicle Operations Policy provides guidelines for the privilege of operating a motor vehicle on campus. The purpose of this policy is to reduce pedestrian risk, promote safe vehicle operation, and generally regulate traffic and parking on the Whitworth campus. To accomplish this, the administration of the policy is delegated to Whitworth's director for facilities services and the security supervisor.

1. General Rules

Campus parking and traffic regulations comply with Washington state motor vehicle laws and Spokane County ordinances. These rules apply equally to all faculty, staff, students and visitors.

- These vehicle regulations, Washington state motor vehicle laws and applicable Spokane county ordinances are in effect on all Whitworth properties, including all campus roads, streets, parking areas, improved and unimproved areas, and athletics fields.
- No unlicensed or improperly licensed motorized vehicle may be operated on the Whitworth campus (other than special-service/university-owned vehicles).
- Parking is permitted only in marked parking spaces in designated parking areas. Do not park in parking spaces designated for service vehicles or visitors or in lots designated for constituencies other than your own. There are parking lots on campus in which overnight parking is not permitted; signs are posted in these lots.
- Unless marked as a designated parking space or otherwise marked to permit parking, **all roadways on campus are considered fire lanes; parking in them is strictly prohibited.** (Curb color or lack thereof has no bearing on this). Parking in a fire lane, or in a handicapped-only space, without the required state-issued permit will result in a citation and a \$100 fine for each occurrence.
- “No Parking” areas include fire lanes, all road and driveway curbed areas, crosswalks, loading zones, zones for service vehicles, assigned or reserved spaces, walkways, planted or seeded areas, the 15-ft. areas around fire hydrants, areas around trash/garbage collection points, uncurbed areas, and posted “No Parking” or “No Overnight Parking” areas.
- The maximum speed limit on campus is **15 mph**. Lower speed limits are in effect when posted, or if road conditions warrant.
- Pedestrians have the right-of-way at all intersections and pedestrian crossings except in cases involving emergency vehicles.
- Without prior approval of the security supervisor (509.777.3712), *no vehicle* may be left on campus for longer than 30 days while the owner/operator is absent from campus for any reason. *No disabled or inoperative vehicle* shall be parked on campus for more than 72 hours. In either case, vehicles will be towed away at the expense of the owner/operator. If your vehicle becomes inoperative on campus, notify security promptly.
- Whitworth reserves the right to tow away any illegally or improperly parked vehicle at owner/operator expense.
- Spaces designated as handicapped-only parking must be honored, and vehicles parked in them must display a state-issued disabled parking permit.
- Motorcycles and motor scooters are considered engine-driven vehicles and may not be operated on walks intended for foot traffic.
- Motor vehicles may be operated only on roadways designed for motor-vehicle operation.
- If you plan on leaving your vehicle on campus when residences close for a vacation period, you must check with housing, security or the facilities services office for instructions regarding the proper parking area for your vehicle.

- n. Individuals suspected of operating a vehicle under the influence of any drug or alcohol will be reported to local authorities.

2. Registration of Vehicles

- a. Students are required to register each vehicle that they will operate or park on campus, and to display current registration decals properly. Vehicle registrations will be submitted via online registration form; the cost is \$65 per vehicle, per year. Failure to register a vehicle or properly display its current registration decal will result in a citation and a fine of \$65 per occurrence. Decals will be available for pickup at the HUB information desk within five business days of completed online registration. If a vehicle, license plate or windshield is replaced, please contact facilities services to arrange for a no-cost vehicle re-registration or replacement decal. Switching decals between vehicles is not permitted, nor is attaching a decal to any other vehicle than the one registered.
- b. Faculty/adjuncts/staff members are required to register their vehicles through the online registration form upon employment at Whitworth. If you replace a vehicle or purchase an additional vehicle, you must also register that vehicle in a timely manner. If you replace a windshield or license plate(s), please contact facilities services.
- c. Affix registration decals to your vehicle's windshield, on the lower left (driver's) side. Motorcycles, motor scooters, etc., without windscreens must display the decal in a conspicuous place.
- d. If you drive an unregistered vehicle on campus temporarily (due to damage or breakdown of a registered vehicle), facilities services or security will issue you a temporary parking permit, which will expire at a time set by either of these offices.
- e. Guests and campus visitors can obtain temporary parking permits from facilities services, security or the HUB info desk.

3. Parking Areas

- a. Campus parking lots are categorized as either general or faculty/staff only, unless signed otherwise (i.e. ADA or short-term parking). All registered vehicles are allowed in general parking. Overnight parking is allowed in most general lots, with the exception of B1 (by the Hixon Union Building). Please refer to the campus parking map to make sure you are parking in the right lot, and be sure to park only in marked spaces that are not otherwise designated.
- b. Parking on campus, due to limited space and Whitworth's concern for the environment, is a privilege and is permitted only in marked parking spaces in designated areas.
- c. Areas immediately adjacent to some buildings and signed as such, are reserved for marked service and delivery vehicles *only*.
- d. Some parking spaces are marked "Visitors." These spaces are to be used by non-registered campus visitors *only*.
- e. Parking along streets – in fire lanes – is not permitted.

4. Administration/Enforcement

The security department shall...

- a. administer and enforce campus traffic and parking regulations;
- b. issue citations;
- c. patrol the university campus;
- d. keep records of violations and fines;
- e. process citation appeals.

The director of facilities services, along with the Parking Task Force, shall...

- a. review the administration and enforcement of these regulations;
- b. recommend revisions of the campus traffic and parking regulations;
- c. maintain registration records and issue decals;
- d. supervise installation of appropriate traffic signs.
- e. Persons who violate traffic regulations, as well as vehicles found parked illegally, will be cited and/or towed at owner/operator expense.

5. Fines

Fines will be billed to students' accounts or to employees' payroll advices.

Types and amounts:

- Failure to register any vehicle or properly display a current decal results in a **\$65 charge**. After three such citations, the vehicle may be towed at owner/operator expense.
- General parking violations are subject to a **\$30 charge**.
- Citations for moving violations such as speeding, failure to stop for a stop sign, right-of-way violations and operating a vehicle in a reckless/negligent manner will be charged at **\$40** for each violation.
- Citations for parking in fire lanes and handicapped-only spaces will be charged at **\$100** and are subject to citation from the Spokane County sheriff (**\$450**); vehicles in violation will be subject to immediate towing at owner/operator expense.

6. Appeal Procedure

The president of Whitworth has authorized the security department to process appeals of all citations and requests for the release of impounded vehicles. This procedure assures an impartial evaluation of circumstances relating to the appeal; it also assists in appraisal of parking and traffic problems. The appeal procedure is as follows:

- a. In order for appeals to be considered, vehicles must be registered.
- b. The initial appeal must be made within 15 days of the violation(s).
- c. The appellant must submit an electronic citation appeal.
- d. After the review has been completed, the appellant will be notified as to the outcome of the appeal.
- e. These rules and regulations are designed to promote safety and mobility and not to generate revenue. Administration of the regulations will be courteous and equitable at all times.

Whitworth reserves the right to revoke driving and parking privileges if these privileges are abused. Repeat offenders' vehicles or unauthorized vehicles are subject to towing or impound at the expense of the owner/operator. Please read the Vehicle Operations Policy carefully. If you have any questions, please contact facilities services or security.

Weapons, Fireworks and Explosive Devices

Whitworth is a weapons-free campus. Firearms, fireworks, explosives and explosive devices, and other weapons are prohibited anywhere on property owned or leased by Whitworth, including campus buildings, theme houses, Whitworth downtown, and university-sponsored off-campus events. The term "weapons" includes, but is not limited to, flammable gasses/materials or components that could become explosive (e.g., propane tanks, helium tanks, etc.), firearms, pellet/BB guns, paintball guns, home-manufactured cannons, bows and arrows, martial-arts devices, switchblade knives and other knives (with the exception of kitchen knives) with blades longer than 3 inches.

This prohibition applies to all members of the Whitworth community as well as to visitors. Violations of this policy by students may result in sanctions up to and including suspension. Violations of this policy by faculty or staff may result in disciplinary action up to and including loss of the offender's position at Whitworth.

The two exceptions to this policy are 1) weapons, etc., used by law-enforcement officers in the course of their duties; and 2) explosives used by faculty for academic purposes. Exceptions must be authorized by the director of security.

Reporting violations of this policy: The university expects all members of the community to help maintain safety and security on campus and at university-sponsored off-campus events. Anyone who has knowledge of violations of this policy has an obligation to report that knowledge promptly to the director of campus security at 509.777.3712 or to an on-duty security officer at 509.777.4444.

Community Values and Behavioral Expectations

I. Introduction

It is our conviction that as members of a Christian community we should guide our behavior not solely by adherence to civil and criminal law but by principles of personal conduct and life in community that are presented to us in Scripture. In addition, we draw on insights provided by contemporary developmental psychology and are guided by commitments to personal health and responsible life in community. Because of these convictions, Whitworth's behavioral expectations have two things in common: First, they are reflections of values that are foundational to the character of the Whitworth community – values that are interrelated with Whitworth's mission to glorify God through commitment to educational excellence, liberal learning, Christian faith and growth. Second, they are community expectations, applicable to all students, faculty, staff and visitors while they are on university property. All of Whitworth's behavioral expectations, whether stated here or established elsewhere in university publications, proceed from our Christian convictions and from our commitment to provide the best possible education for all Whitworth students. Whitworth University does not discriminate on any illegal basis in the administration of its admission, educational, or employment policies and practices, nor in the recruitment, training, promotion or financial support of students. Whitworth complies with all applicable state and federal laws, including, but not limited to:

- Title IX of the Higher Education Amendments of 1972;
- Title VII of the Civil Rights Act of 1964;
- Washington's Law Against Discrimination;
- Family Educational Rights and Privacy Act of 1974;
- Section 504 of the Rehabilitation Act of 1973;
- Americans with Disabilities Act (the ADA);
- Age Discrimination in Employment Act of 1967, as amended by the Older Worker's Benefit Protection Act (ADEA);
- Any other applicable federal, state, or local law addressing nondiscrimination and/or equal employment opportunity.

Members of the university community, guests and visitors have the right to be free from discrimination, harassment, retaliation and violence. All members of the campus community are expected to conduct themselves in a manner that does not infringe upon the rights of others. Whitworth will not tolerate bias-based misconduct (e.g., based on gender, sexual orientation, religion, race, ethnicity, age, etc.) toward students.

II. Jurisdiction

The policies and procedures described in the student code of conduct are intended for students at Whitworth University. This includes undergraduate students on the main campus, those participating in off-campus programs, graduate students, continuing education students, and those who have been admitted to Whitworth but have not yet started their coursework. These policies apply at all times while a person is a student at Whitworth, including during breaks and between academic terms. The policies contained in this code of conduct pertain to behavior that occurs on and off the Whitworth campus. The university will generally respond to off-campus behavior if the alleged violation occurs while students are participating in a Whitworth-sponsored event, the behavior raises concern for the safety of those on campus, or the behavior jeopardizes the university's interests in the community.

III. Behavioral Policies

In addition to our adherence to civil and criminal laws, we have established the following policies that represent the behavioral expectations of the Whitworth community. As with all behavioral policies, Whitworth's goals are as follows: (1) End the offending behavior, (2) prevent its recurrence, and (3) remedy its effects on the complainant and the university community.

The Big Three

1. There is to be no on-campus possession, consumption or distribution of alcohol, illegal drugs/mood-altering substances or controlled medication without a prescription. In compliance

with federal law, medical marijuana is not allowed on Whitworth property. Exceptions may be considered by Educational Support Services. This policy reflects our conviction that such possession or consumption within the Whitworth community is inappropriate for moral, educational and developmental reasons. Civil and criminal law inform us of the illegality of the possession and use of alcohol and of most drugs and mood-altering substances by persons under the age of 21; the health risks associated with the use and abuse of these substances are numerous, including exaggerated mood swings from manic to severe depression, loss of memory and reduced cognitive ability, physical deterioration, and, in some cases, serious injury or death. In addition, the potential of these substances to promote behavior that is destructive to both property and lives makes them unacceptable in a community committed to healthy development. For all of these reasons, we strongly believe that the presence and use of alcohol, drugs and other mood-altering substances on campus is counterproductive to the educational and relational objectives of the Whitworth community.

2. There is to be no cohabitation on campus. We understand the term "cohabitation" to include genital sexual contact outside marriage, and/or the spending of a night together by two people engaged in a romantic or sexual relationship or encounter. The Whitworth community's commitment to the authority of Scripture leads us to believe that the genital sexual relationship is to be understood and experienced within the context of marriage, and that to express it otherwise would diminish the high regard we have for this gift from God. These beliefs are based on our understanding of God's design for our sexual lives and on our knowledge of human development and relational dynamics. While the explicit intent of this policy is to encourage members of the Whitworth community to reserve sex for marriage, the practical application of the policy requires that it be used also to address persons who spend extended hours of a night together, who sleep together, and/or who engage in genital contact, even if it falls short of actual intercourse.
3. There is to be no violent or destructive behavior or other conduct that threatens or endangers the safety or emotional well-being of any person on campus. This prohibition includes, but is not limited to, such behaviors as fighting, vandalism, and any behavior that results in destruction or loss of property (including theft), or disruption of community life. This prohibition also includes, but is not limited to, physical abuse, verbal abuse, threats and/or intimidation, as well as behaviors including assault, sexual assault, harassment and other forms of sexual misconduct.

In keeping with Whitworth's commitment to building a community of respect for one another, it is important that standards related to relationship be understood and observed. It is likewise important that we are clear as a community about those behaviors that violate well-being, threaten community and will not be tolerated. The following are definitions of specific destructive behaviors that are prohibited at Whitworth: harassment or other forms of bias incidents are destructive to individuals and to community and will be considered a violation of this policy.

Further explanation of "violent and destructive behavior":

- A bias (or hate) incident is an act of conduct, speech or expression to which a biased motive relative to race, religion, disability status, ethnicity/national origin, gender or sexual orientation, or any other legally protected category is evident as a contributing factor. An "incident" is an act that does not rise to the level of a crime.
- A hate crime is a criminal offense committed against a person that is motivated, in whole or in part, by the offender's bias.
- Hate speech is speech that reflects the perceived inferiority of a targeted group by denying or belittling its humanity. It is directed at a person of a different identity group and includes references to his or her group's differences with the intent to cause distress. Hate speech typically contains recognizable slurs against the targeted group. Whitworth sees hate activity on a spectrum from prejudice to violence, where words are often a first step in a progression toward physical confrontation. As a community of educated individuals, we believe we can find ways to communicate and disagree with one another without using words that are hateful or that incite violent acts.
- Bias incidents and hate crimes fall under Whitworth's policies relating to, "violent and destructive behavior," which include an expectation that discrimination and harassment are not acceptable within this community.

- The Anti-Defamation League’s “pyramid of hate,” available at <https://www.adl.org/sites/default/files/documents/pyramid-of-hate.pdf>, represents a progression of destructive behavior. The foundation and most common offense is made up of words, with the most drastic and least common offense being genocide. Each level of the pyramid builds upon the previous level in separating people into groups that appear less than human. The sense of “other” often begins with jokes and unexamined vocabulary.

Sexual Misconduct

One of Whitworth’s three primary behavioral policies is related to sexual encounters. “There is to be no cohabitation on campus. Whitworth understands the term ‘cohabitation’ to include genital sexual contact outside marriage and/or the spending of a night together by two people engaged in a romantic or sexual relationship or encounter.” The sexual-misconduct policy addresses abuses of sex, which fall under a different Big Three policy: “There is to be no violent or destructive behavior or other conduct that threatens or endangers the safety or emotional well-being of any Whitworth community member or visitor to campus.” Students who report sexual misconduct are not held accountable to the cohabitation policy; sexual harassment and/or assault falls under the “Violent and Destructive Behavior” policy. (See immunity and bystander-engagement statements.)

Hazing

Believing that “[social] integration [and] a sense of fitting in and being accepted by peers are important to student satisfaction and retention” (Tinto, 1987), Whitworth supports activities that are designed to develop community and to impart group traditions. We are committed to introducing new students to campus traditions, language and customs that enhance a sense of belonging and encourage involvement in university life. “An ethic of membership communicates to students ‘that this is your home’” (Kuh, Schu and Witt, 1991). Understanding this, it is our desire to accomplish the following goals as students become members of campus activities, teams or groups: 1) to help students build positive relationships with others, 2) to familiarize students with current and historical traditions, and 3) to provide an atmosphere in which students may come to understand that they are part of Whitworth’s history, present and future.

We will make every reasonable effort to ensure that students who voluntarily participate in campus activities and groups are treated with dignity and respect, in accordance with the university’s mission, and that any induction or other activities fit within the mission statement as well as within common and civil law. Thus, induction and other group activities will be governed by the following requirements.

We will make every reasonable effort to ensure that students who voluntarily participate in campus activities and groups are treated with dignity and respect, in accordance with the university’s mission, and that any induction or other activities fit within the mission statement as well as within common and civil law. Thus, induction and other group activities will be governed by the following requirements:

There is to be no behavior that causes, or is likely to cause, bodily danger, physical harm, or serious mental or emotional harm, regardless of a person’s willingness to participate. Even if a participant claims that no one was forced to participate, such an activity or behavior is still considered hazing. Group-think behavior, peer pressure and coercion often play a role in such activities. Specifically, please note the following:

- Activity that may cause bodily danger or physical harm includes physical activity such as, but not limited to, forced calisthenics or exposure to the elements, sleep deprivation or confinement. It also includes the forced consumption or application of food, liquid, alcohol or harmful substances.
- Mental or emotional harm includes embarrassment, ridicule, verbal abuse and personal humiliation.
- No activities are allowed that induce, cause or require students to violate local, state or federal law or campus rules and regulations.

- Only currently enrolled Whitworth students may be involved in team or group induction activities, unless they are given explicit permission to include others by their group advisor, coach or instructor.

Violation of this policy could also be a violation of Washington state law, which could result in a student's loss of financial aid. Any group/club/team member violating these standards risks suspension from group/club/team activities. Consequences may also involve sanctions for the entire group. Violations of the Hazing Policy for Washington State Law will be assumed to constitute violations of university policy, as well.

If you have any questions regarding campus policies or procedures, please contact the associate dean for community standards and compliance (509.777.4655).

IV. Other University Policies

In addition to The Big Three, the following section details additional policies important to the Whitworth community.

Community Responsibility

Behavioral expectations, along with their application and their enforcement, are the responsibility of all members of the Whitworth community. Because of this, if one of us is present at the commission of a known violation, and if we fail to confront those who are in violation, our silence will be considered passive approval and participation, making us responsible for the violation as well.

Community Cooperation Expectations

The cohesiveness of any community depends upon the willingness of its members to cooperate to promote community values and ideals. While this cooperation should extend to all members of the community, it is especially important that we cooperate with those members of the community who have been entrusted with responsibility for the enforcement of behavioral policies. At a minimum, such cooperation must include a willingness to identify oneself when asked to do so and a commitment to exclude all actions clearly identifiable as hostile or threatening. Members responsible for enforcement of behavioral policy include security personnel, residence life staff and HUB personnel. Students who fail to cooperate with community employees as prescribed in this policy are subject to disciplinary action, which may include suspension from the university for the remainder of the academic term and for the term following any violation.

Public Intoxication

Because Whitworth believes the effects of intoxication are disruptive to an educational community, no student should be publicly intoxicated on campus. Public intoxication is defined as being under the influence of alcohol, marijuana, or other mood-altering substances or controlled medications. Evidence of public intoxication could include engaging in behavior that is offensive or causes a community member to voice concern or requires the assistance of others.

Off-Campus Behavior

Students are viewed by the larger community as representatives of Whitworth, and they must understand that their behavior reflects on the university. While the university treats students as private citizens who are responsible for their own behavior, there are instances in which the university reserves the right to address students for behavior that occurs off campus. Examples of off-campus behavior that may warrant disciplinary sanctions include, but are not limited to, criminal offenses, behavior that indicates the student may present a danger or threat to the health or safety of any community member, and behavior that is seriously or chronically disruptive to the community.

Weapons, Fireworks and Explosive Devices

Whitworth is a weapons-free campus. Firearms, fireworks, explosives and explosive devices, and other weapons are prohibited anywhere on property owned or leased by Whitworth, including campus buildings, theme houses, Whitworth downtown, and university-sponsored off-campus events. The term "weapons" includes, but is not limited to, flammable gasses/materials or components that could become explosive (propane tanks, helium tanks, hoverboards, etc.), firearms, pellet/BB guns,

paintball guns, home-manufactured cannons, bows and arrows, martial arts devices, switchblade knives, and other knives (with the exception of kitchen knives) with blades longer than 3 inches.

This prohibition applies to all members of the Whitworth community as well as to visitors. Violations of this policy by students may result in sanctions up to and including suspension. Violation of this policy by faculty or staff may result in disciplinary action up to and including loss of the offender's position at Whitworth.

The two exceptions to this policy are 1) weapons, etc., used by law-enforcement offices in the course of their duties; and 2) explosives used by faculty for academic purposes. Exceptions must be authorized by the director of security.

Reporting violations of this policy: The university expects all members of the community to help maintain safety and security on campus and at university-sponsored off-campus events. Anyone who has knowledge of violations of this policy has an obligation to report that knowledge promptly to the director of campus security at 509.777.3712 or to an on-duty security officer at 509.777.4444.

V. Student Conduct Process

We believe that our behavioral expectations must apply equally to all members of the Whitworth community and that their enforcement must be consistent and equitable. Implementation of these policies is regulated by the Student Bill of Rights, as printed in this handbook.

In Whitworth's student-conduct process, legal terms like "guilt," "innocence" and "burden of proof" are not applicable. The university never assumes that a student is in violation of university policy. The campus conduct process is designed to take into account information available from relevant sources.

The university reserves the right to take whatever measures it deems necessary to respond to an allegation of misconduct in order to protect students' rights and personal safety. Such measures include, but are not limited to 1) modification of living and dining arrangements, 2) interim suspension from campus pending a conduct meeting, and 3) reporting the matter to the local police.

The university will consider the concerns and rights of both the complainant and the person accused of misconduct (the respondent).

Reprisal, retaliation or false accusations against anyone who reports or participates in or is thought to have reported or participated in allegation(s) or investigation(s) is prohibited and will be treated as a violation of policy, regardless of whether any alleged policy violation is substantiated. False accusations are prohibited and will be treated as violations of this policy. Submission of a good-faith complaint or report will not affect the complainant's or reporter's future employment or grades, or his/her educational, living or working environment.

Conduct Meetings

The goal of the conduct meeting is to provide an equitable resolution via an equitable process, respecting the rights of all participants. Whitworth uses the preponderance-of-evidence standard ("more likely than not") in determining student responsibility.

Administrative Conduct Meeting Guidelines:

- Such meetings should take place in a timely fashion and in accordance with the student handbook.
- The student involved will be notified via his/her @my.whitworth.edu email address of the date and time of the conduct meeting. This notification will include the policy alleged to have been violated by the student and a summarization of the alleged policy violation.
- Meetings will be scheduled no sooner than two business days after the notification is sent to the student. The student can request a meeting that occurs before the two-day period if the conduct officer agrees to the request.

- Meetings should include a review of evidence pertaining to the alleged violation of policy and should be conducted by the associate dean of community standards and compliance or a designee. They should be attended by the confronted, the confronter(s) or a representative, by any necessary witnesses, and by appropriate representatives from student life.
- In addition, a student involved in the conduct process as a complainant or respondent may bring a support person from the Whitworth community.
- If a student chooses not to attend the conduct meeting, the meeting may take place with the student *in absentia*.

Based on the preponderance of evidence, the conduct officer will determine whether the student is responsible or not responsible for the alleged violation. If the student is deemed responsible for the alleged violation, the conduct officer will determine appropriate sanctions. In the event that the accused student disagrees with the finding of responsible or not responsible, the sanctions, or the degree to which the university followed the procedures outlined in this handbook, the student may request, in writing, a review of the decision by the vice president for student life or their designee within five business days of receiving the results of the conduct meeting.

False accusations will be treated as a violation of the university's policy against violent and destructive behavior. However, no matter the outcome of the investigation, submission of a good-faith complaint or a report of a potential policy violation will not affect the complainant's or reporter's future employment, grades, or educational, living or working environment.

A written notice of the outcome of the conduct meeting will be delivered to the student's @my.whitworth.edu email address. This notice is kept and considered to be part of a student's educational record. Records are kept for seven years and are then destroyed. In cases of suspension or expulsion, records are kept indefinitely.

Review Process for Conduct Issues

A student may request a review of disciplinary proceedings and the resulting consequences by a regularly constituted review committee that includes both faculty and staff members. The committee should have a quorum to review a student's disciplinary proceeding and/or its consequences. A quorum will constitute three people, one of whom is a faculty member and one of whom is a staff member. The original conduct officer will not participate on the review committee. The committee will be chaired by a person chosen by the vice president for student life (or her/his designee).

A student may request a review by contacting the vice president for student life (or her/his designee) in writing within five business days of the student's notification of the outcome of his/her case. The request will be reviewed for timeliness and for citation of the reason the student is petitioning. Grounds for requesting a review are as follows:

- A student believes the university did not follow the procedures listed in the student handbook. Examples: Notice was not provided to a student that a conduct meeting was going to take place, or the student was not given the opportunity to speak during the conduct meeting.
- New information has been discovered that was not available at the time of the original conduct meeting. A summary of this new information and its potential impact must be included in the request for review. If new information is discovered after the five-day appeal time frame, a student is still encouraged to bring the new information forward.
- A student believes that the sanctions are not consistent and appropriate for the violation. Simple dissatisfaction with the sanctions does not meet this requirement for requesting a review.

If the request for review meets the conditions of timeliness and grounds, the student and the original conduct officer will be notified. The conduct officer will have five business days from the notification to provide the rationale for the decision and sanctions for the case.

The review committee can uphold the decision and sanctions, reduce the sanctions, or send the case back to the original conduct officer for further consideration. The chair will communicate the outcome

of the review to the student and the conduct officer in writing within five business days of the committee meeting. The committee's decision is final.

A student's admission status should not be altered, and her/his right to be present on the campus, to live in residence, and to attend classes should not be suspended, during the review process. Exceptions to this policy should be made when a student's presence constitutes a threat to any member of the community.

Potential Consequences and Sanctions

Student members of the Whitworth community who are found responsible for violating a Whitworth policy are subject to disciplinary sanctions. Actual consequences may vary, depending upon the severity of the behavior and the previous conduct of the student. The range of sanctions is listed below.

- **Educational Sanctions**

Educational and/or corrective experiences may be incorporated into the consequences for violation of any behavioral policy at any time in the disciplinary history of a student. These experiences are designed with the specific violation and student in mind in an effort to address root causes for students' behavior and to reduce the likelihood of similar behavior in the future. Examples of educational sanctions include, but are not limited to, community service, professional counseling, an online educational module paid for by the student, and/or substance-abuse treatment. In those cases in which substance abuse is suspected, students may be referred to the school's counselor for assessment and/or to a local treatment program.

- **Behavioral Probation**

Students may be placed on behavioral probation on the basis of their cumulative record of behavioral policy violations, for violations of civil or criminal law, or in the event of other behavior that places or has the potential of placing the offender or the Whitworth community, its mission, or any of its members in jeopardy. As such, behavioral probation will be considered and applied in situations where it is believed that such action may redirect a student's behavior and thereby render behavioral suspension unnecessary. The terms of behavioral probation may include suspension from the residence halls and theme houses. Behavioral probation consists of a contract between a student and the university specifying behavioral criteria for the student's continued enrollment. Her/his violation of these criteria may result in behavioral suspension. The decision to place a student on behavioral probation is made by the dean of students or her/his designee.

- **Behavioral Suspension**

A student may face behavioral suspension on the basis of his/her cumulative record of behavioral policy violations, failure to comply with the terms of behavioral probation, violation of civil or criminal law, or other behavior which places or has the potential of placing the student or the Whitworth community, its mission, or any of its members in jeopardy. Behavioral suspension includes suspension from classes as well as from all other Whitworth facilities and services; it may be imposed at any time that a student's behavior warrants such action. The decision to suspend a student on behavioral grounds is made by the dean of students or her/his designee.

- **Expulsion**

A student may face expulsion on the basis of his/her cumulative record of behavioral policy violations, failure to comply with the terms of behavioral probation, violation of civil or criminal law, or other behavior which places or has the potential of placing the student or the Whitworth community, its mission, or any of its members in jeopardy. Expulsion is a permanent separation between the student and the institution.

Immunity for Complainants and Witnesses

The Whitworth community encourages the reporting of student-handbook violations. Sometimes complainants or witnesses are hesitant to report to university officials or to participate in investigations or conduct processes because they fear that they may be charged with policy violations, such as underage drinking, at the time of the incident. It is in the best interest of this

community that as many complainants as possible choose to report violations to university officials and that witnesses come forward to share what they know. To encourage reporting, the university will not charge complainants and witnesses with a policy violation (e.g., alcohol possession or cohabitation). While complainants and witnesses will not be charged with a policy violation, they may be required to complete educational sanctions.

Bystander Engagement

The welfare of students in our community is of paramount importance. At times, students on and off campus may need assistance. The university encourages students to offer help and assistance to others in need. Sometimes, students are hesitant to offer such assistance, for fear they may get themselves in trouble (for example, an underage student who has been drinking might hesitate to help walk a sexual-assault complainant to Whitworth Security). The university will not charge a policy violation to students in need. While “good Samaritans” will not be charged with a policy violation, they may be required to complete educational sanctions.

Records

Violations of behavioral expectations accrue over the entire period of a person’s membership in the Whitworth community. Behavioral records are kept on file for seven years after each student’s graduation. Records of students who have received a behavioral suspension are kept indefinitely.

Notification of Outcomes

The outcome of a campus-conduct process is part of the educational record of the accused individual and is protected from release under federal FERPA laws. However, there are legal exceptions for Title IX-related complainants (e.g., those who report sexual harassment, assault, etc.) to know the outcome, essential findings and sanctions imposed at conduct meetings related to their incident.

The university may also release the student’s name, the nature of the violation and the imposed sanction for any student who is found in violation of a university policy that is a crime of violence, including arson, burglary, robbery, criminal homicide, sex offenses, assault, intimidation (which may encompass stalking and/or bullying), hazing, destruction/damage/vandalism of property and kidnapping/abduction. Regardless of the outcome of the conduct meeting, the university will release this information to the complainant in any of these offenses.

VI. Sexual Misconduct

This document serves to elaborate upon and clarify the process Whitworth University will use to investigate and resolve reports of sexual harassment, sexual violence, domestic violence and stalking.

Students who wish to report a concern or complaint may speak with the university’s Title IX coordinator or her designees or to any RD or faculty member.

Rhosetta Rhodes
Title IX Coordinator/Administrator
Vice President for Student Life
509.777.4328
TitleIXCoordinator@whitworth.edu

Craig Chatriand
Deputy Coordinator
Associate Dean of Community Standards/Compliance
509.777.4655
TitleIXCoordinator@whitworth.edu

Dolores Humiston
Deputy Coordinator
Associate Vice President of Human Resources

509.777.4320
TitleIXCoordinator@whitworth.edu

Individuals with complaints of this nature also have the right to file a formal complaint with the U.S. Department of Education:

Seattle Office for Civil Rights	Telephone: 206.607.1600
U.S. Department of Education	FAX: 206.601.1601
915 Second Avenue Room 3310	TDD: 206.607.1647
Seattle, WA 98174-1099	Email: ocr.seattle@ed.gov

Confidential Reporting Options:

<https://www.whitworth.edu/cms/administration/health-and-counseling-services/health-center/sexual-assault-info-and-resources/>

For absolute confidentiality, you should speak with an on-campus or off-campus mental health counselor or call off-campus rape crisis resources – the Lutheran Social Services 24-Hour Sexual Assault Crisis Line (509.624.7273); or the 24-Hour Crime Victim Crisis Line (866.751.7119) – for assistance. In addition, you may speak with campus clergy or health center staff, who will also keep your report confidential upon request. Whitworth University employs a sexual assault advocate who can be accessed through the health & counseling center at 509.777.4655. To track statistics of incidents, on-campus personnel will report numbers of incidents but not details of specific situations. The conduct process will protect, to the extent possible, the identity of the victim in accordance with the victim's request, with the understanding that the university may need to take certain steps even if a victim requests that his or her identity be protected.

Students may also submit an incident report without including personal identifying information (name, etc.). Anonymous reports limit the ability of the university to investigate and respond, but they will be tracked and investigated to the extent possible based on the information provided.

When a report is made, only people who need to know will be told, and information will be shared only as necessary with investigators, witnesses and the accused individual. The university will act, to the extent possible, to protect the complainant once a complaint has been filed.

Federal Timely Warning Reporting Obligations

Those who report incidents of misconduct should also be aware that university administrators must issue immediate, timely warnings for reported incidents that are confirmed to pose a substantial threat of bodily harm or danger to members of the campus community. The university will make every effort to ensure that identifying information, including the reporter's name, is not disclosed. Whitworth will, however, provide enough information for community members to make safety decisions in light of the danger.

Investigation

If a student reports an incident of harassment or assault (including sexual harassment or assault), the university will investigate whether the incident occurred on or off campus. This differs from the process used in many other areas of investigation and conduct process, in which the university typically focuses solely on behavior occurring on campus or in connection with a program or activity sponsored by the university.

Whitworth will complete its investigation as soon as is reasonably possible under the circumstances, typically within no more than 60 days.

Guidelines for steps the investigator is likely to take (s/he may combine or eliminate steps depending on the specifics of the situation):

- Determine the identity and contact information of the complainant (whether s/he is the initiator, the alleged complainant, or a university proxy or representative).
- Identify the policies allegedly violated.

- Conduct an initial investigation to determine whether there is reasonable information to charge the accused individual, and determine which policy violations should be alleged as part of the complaint.
- If there is insufficient information to support a policy violation, the grievance may be closed with no further action.
- Meet with the complainant to finalize the complaint.
- Inform the respondent (accused individual) of the investigation (and provide a notice of charges, if appropriate, on the basis of the initial investigation).
- Commence a thorough, reliable and impartial investigation by developing a strategic investigation plan, including a witness list, evidence list, intended time frame, and order of interviews for all witnesses and the accused individual, who may be given notice of charges prior to or at the time of the interview.
- Make a finding, based on a preponderance of the evidence (whether a policy violation is more likely than not to have taken place).
- Present the findings to the accused individual, who may accept the findings, accept the findings in part or reject all findings.
- Share the findings and update the complainant on the status of the investigation and the outcome.

Where a respondent is found not responsible for an alleged violation or violations, the investigation should be closed. Where the respondent accepts the finding that s/he violated university policy, the associate dean of students will determine appropriate sanctions for the violation. If the respondent rejects part or all of the findings, s/he can request a review of the findings by the vice president for student life or her/his designee. The vice president or her/his designee's decision is the final institutional decision for the case.

Past Sexual History/Character

The past sexual history or sexual character of a party will not be used in an investigation or conduct meeting unless such information is determined by the investigator to be highly relevant. All such information will be presumed irrelevant, and any request to overcome this presumption by the parties must be included in the complaint/response or a subsequent written request that must be reviewed by the investigator. While previous conduct violations by the accused individual are not generally used as information about the present situation, the investigator or associate dean may supply previous complaint information, or may consider it him/herself if s/he is hearing the complaint, only if the following criteria are met:

- The respondent was previously found responsible.
- The previous incident was substantially similar to the present situation.
- Information indicates a pattern of behavior by the respondent.

Definitions that inform Whitworth policies:

1. Discrimination is defined as unequal, adverse treatment of an individual because of his or her protected legal status, such as race, age or gender. For instance, different treatment of two similar individuals with respect to pay, opportunity for advancement or educational opportunity constitutes discrimination if the reason for the different treatment is the protected status of one of the individuals.

2. Harassment is defined as unwelcome, hostile or inappropriate conduct directed toward an individual because of his or her protected status (for instance, persistent comments or jokes about an individual's religion, race, age or gender). Such conduct violates university policy if it has the purpose or effect of creating an intimidating, hostile or offensive work environment, living environment or studying environment for the individual – or if it substantially interferes with that individual's employment, living or educational environment.

3. Retaliation is defined as adverse or negative action against an individual who has (1) complained about alleged discrimination, harassment or retaliation; (2) participated as a party or witness in an

investigation relating to such allegations; or (3) participated as a party or witness in a court proceeding or administrative investigation relating to such allegations.

4. Sexual harassment is one type of harassment. It includes any unwelcome sexual advance, request for sexual favor, or conduct of a sexual nature when...

- submission to such conduct is made either explicitly or implicitly a term or condition of employment or obtaining an education; or
- submission to or rejection of such conduct by an individual affects that individual's employment or education; or
- such conduct has the purpose or effect of substantially interfering with an individual's employment or education, or of creating an intimidating, demoralizing, threatening or hostile employment, living or educational environment.

5. Sexual Assault, or nonconsensual sexual contact, occurs when a sexual act is intentional and (a) is committed by physical force, threat or intimidation; (b) ignores the objections of another person; or (c) takes advantage of another person's incapacitation, state of intimidation, helplessness or other inability to consent.

6. Sexual exploitation occurs when a student takes nonconsensual or abusive sexual advantage of another for his/her own advantage or benefit, or to the benefit or advantage of anyone other than the one being exploited. This behavior does not otherwise constitute one of the other sexual misconduct offenses. Examples of sexual exploitation include, but are not limited to, the following:

- Invasion of sexual privacy
- Prostituting of another student
- Nonconsensual viewing, videoing or audio-taping of sexual activity
- Knowingly transmitting an STD or HIV to another student
- Exposing one's genitals in nonconsensual circumstances; inducing another person to expose his or her genitals
- Sexually based stalking and/or bullying may also be forms of sexual exploitation.

7. Domestic Violence (as defined by the Violence Against Women Act) is the use of physical, sexual or emotional abuse or threats to control another person who is a current or former spouse or other intimate partner, such as a boyfriend or girlfriend. It includes felony or misdemeanor crimes of violence committed by a current or former spouse to the victim, by a person with whom the victim shares a child, 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 receiving grant monies, 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. Examples of domestic violence include but are not limited to the following:

- Causing or attempting to cause physical or mental harm to a family or household member
- Placing a family or household member in fear of physical or mental harm
- Causing or attempting to cause a family or household member to engage in involuntary sexual activity by force, threat of force or duress
- Engaging in activity toward a family or household member that would cause a reasonable person to feel terrorized, frightened, intimidated, threatened, harassed or molested.

8. Dating violence (as defined by the Reauthorization of the Violence Against Women Act of 1994) is violence committed...

- by a person who is or has been in a social relationship of a romantic or intimate nature with the victim; and
- in a situation where the existence of such a relationship shall be determined based on a consideration of (1) the length of the relationship, (2) the type of the relationship, and (3) the frequency of interaction between the persons involved in the relationship.

Dating violence is a pattern of assaultive and controlling behaviors that one person uses against another in order to gain or maintain power and control in the relationship. The abuser intentionally

behaves in ways that cause fear, degradation and humiliation to control the other person. Forms of abuse can be physical, verbal, sexual, emotional and/or psychological.

Examples include but are not limited to trying to cut off the victim's relationship with family and friends, humiliating the victim in front of friends, making the victim fearful by using threatening behavior, threatening to find someone else if the dating partner doesn't comply with the abuser's wishes or demands, using or threatening to use physically assaultive behaviors such as hitting, shoving, grabbing, slapping, beating, kicking and touching, or forcing the victim to engage in unwanted sexual activity.

9. Stalking (as defined by the Reauthorization of the Violence Against Women Act of 1994) is a course of conduct directed at a specific person that would cause a reasonable person to feel fear for his or her safety or the safety of others, or that might induce substantial emotional distress.

Acts of stalking include but are not limited to harassing another person by telephone, following that person, sending unwanted gifts, and other similar forms of intrusive behavior.

10. Consent is clear, knowing and voluntary. Consent is active, not passive, Silence, in and of itself, cannot be interpreted as consent. In terms of sexual activity, consent can be given by words or actions, as long as those words or actions create mutually understandable, clear permission regarding the willingness of both parties to engage in, and to agree on the conditions of, sexual activity.

Consent to any one form of sexual activity does not automatically imply consent to any other forms of sexual activity.

Previous relationships or prior consent cannot imply consent to future sexual acts.

Consent can be withdrawn. Thus, even if a person agreed to sexual interaction or continued sexual interaction, that person has the right to change his or her mind, irrespective of how much sexual interaction may have already taken place. Consent cannot be given if the person is incapacitated.

11. Force is the use of physical violence and/or physical imposition to gain sexual access. Force also includes threats, intimidation (implied threats) and coercion that overcome resistance or produce consent ("Have sex with me, or I'll hit you." "OK, don't hit me; I'll do what you want").

12. Coercion is pressure for sexual activity. Coercive behavior differs from seductive behavior based on the type of pressure someone uses to get consent from another. When someone makes clear to you that s/he does not want sex, that s/he wants to stop, or that s/he does not want to go past a certain point of sexual interaction, continued pressure beyond that point can be coercive. NOTE: There is no requirement that a party resist a sexual advance or request, but resistance is a clear demonstration of non-consent. The presence of force is not demonstrated by the absence of resistance. Sexual activity that is forced is by definition nonconsensual, but nonconsensual sexual activity is not by definition forced.

In order to give effective consent, one must be of legal age.

Sexual activity with someone whom one should know to be mentally or physically incapacitated (by alcohol or other drug use leading to unconsciousness or blackout) is considered to be forced.

13. Incapacitation is a state in which a person cannot make reasonable decisions because s/he lacks the capacity to give knowing consent (e.g., to understand the "who, what, when, why or how" of his/her sexual interaction). Consumption of alcohol or drugs alone is insufficient to establish incapacitation. The question of incapacitation is determined on a case-by-case basis. It will include an analysis of whether the responding party knew, or should have known, that the complaining party

was incapacitated, or if the responding party played a role in creating the circumstance of incapacitation.

This policy also covers a person whose incapacity results from mental disability, sleep, involuntary physical restraint, or from ingesting rape drugs if the responding party knew, or should have known, of the incapacitating condition or was the cause thereof. More information about drugs that cause incapacitation can be found at www.911rape.org. NOTE: Though resistance is a clear demonstration of non-consent, the presence of force is not demonstrated by the absence of resistance. Sexual activity that is forced is by definition nonconsensual, but nonconsensual sexual activity is not by definition forced.

Use of alcohol or other drugs will never function as a defense for behavior that violates a Whitworth policy.

The sexual orientation and/or gender identity of individuals is not relevant to sexual assault allegations.

Consumer Information

The Consumer Information web page is designed to provide links in compliance with the Higher Education Opportunities Act (HEOA), Student Right to Know (SRTK) Act, and other consumer protection legislation. Whitworth University wants to ensure that students and prospective students, employees and future employees, and the public in general have easy access to important information involving campus safety, financial aid, graduation/retention rates, and other required information. If you should have any question or concerns regarding the information listed here, please contact the Whitworth Office of Institutional Research, Office of Financial Aid, Office of the Registrar, or other relevant office for assistance in retrieving the most accurate and current information. The link to the information is: <https://www.whitworth.edu/cms/about/consumer-information/>